



**NATIONAL TRANSMISSION CORPORATION**  
GENERAL SERVICES DIVISION  
Tel. Nos. (02)902-1521/(02)902-1520

**PRICE/TECHNICAL QUOTATION FORM**  
**(Negotiated Procurement: Small Value Procurement)**

**Reference No.:** **MINSAT-16-94838/LIT-16-94844(ESL)**

Please provide us with your best quotation and submit the same to the above on or before 8:00 AM, **September 23, 2016** GSD-TRANSCO, Ground Floor, TransCo Annex Bldg., Quezon Avenue corner BIR Road, Diliman, Quezon City.

Deadline for submission may be extended if there are insufficient offers received.

Offers must be submitted in a sealed envelope or through fax at the option of the offeror, properly marked with the reference number.

Very truly yours,

**ROSSANA F. PAGUIO**  
Manager, General Services Division

**NOTE: THIS FORM IS COMPUTER GENERATED. SIGNATURE IS NOT REQUIRED**

**Rental of the following types of vehicle/s:**

ITEM NO.	DESCRIPTION	QUANTITY	(ABC in PhP) VAT Inclusive	UNIT PRICE	TOTAL PRICE
				(VAT EXCLUSIVE)	
1	<i>MINSAT-16-94838/1</i> RENTAL OF 4 x 4 PICK-UP , WITH AIRCON AND DRIVER INCLUDING PMS FOR THE PERIOD <b>SEPTEMBER 26-OCTOBER 10, 2016</b> TO BE USED WITHIN MINDANAO REGIONS. EXCLUDING FUEL	1 UNIT <i>Please indicate Brand &amp; Model</i>	24,500.00		
2	<i>MINSAT-16-94838/2</i> RENTAL OF 4 x 4 PICK-, WITH AIRCON AND DRIVER INCLUDING PMS FOR THE PERIOD <b>SEPTEMBER 26-OCTOBER 10, 2016</b> TO BE USED WITHIN SOUTHEASTERN AND SOUTHWESTERN MINDANAO & TO ANY POINT IN MINDANAO REGIONS. EXCLUDING FUEL	1 UNIT <i>Please indicate Brand &amp; Model</i>	24,500.00		
3	<i>MINSAT-16-94838/3</i> RENTAL OF 4 x 4 PCK-UP, WITH AIRCON AND DRIVER INCLUDING PMS, FOR THE PERIOD <b>SEPTEMBER 26-OCTOBER 10, 2016</b> TO BE USED WITHIN NORTHWESTERN MINDANAO AREA & TO ANY POINT IN MINDANAO REGIONS .EXCLUDING PMS	1 UNIT <i>Please indicate Brand &amp; Model</i>	24,500.00		
4	<i>MINSAT-16-94838/4</i> RENTAL OF 4 x 4 PCK-UP, WITH AIRCON AND DRIVER INCLDUIING PMS FOR THE PERIOD <b>SEPTEMBER 26-OCTOBER 10, 2016</b> TO BE USED WITHIN NORTHEASTERN MINDANAO AREA & TO ANY POINT IN MINDANAO REGIONS .EXCLUDING FUEL	1 UNIT <i>Please indicate Brand &amp; Model</i>	24,500.00		
5	<i>LIT-16-94844/1</i> RENTAL OF 4 x 2 WAGON OR AUV, WITH AIRCON AND DRIVER INCLDUIING PMS FOR THE PERIOD <b>SEPTEMBER 26-OCTOBER 10, 2016</b> TO BE USED WITHIN NORTHWESTERN MINDANAO AREA AND TO ANY POINT IN MINDANAO REGIONS. EXCLUDING FUEL.	1 UNIT <i>Please indicate Brand &amp; Model</i>	22,500.00		
6	<i>LIT-16-94844/2</i> RENTAL OF 4 x 2 WAGON OR AUV, WITH AIRCON AND DRIVER INCLUDING PMS, FOR THE PERIOD <b>SEPTEMBER 26-OCTOBER 10, 2016</b> TO BE USED WITHIN NORTHWESTERN MINDANAO AREA AND TO ANY POINT IN MINDANAO REGIONS. EXCLUDING FUEL.	1 UNIT <i>Please indicate Brand &amp; Model</i>	22,500.00		

**TOTAL AMOUNT (VAT EXCLUDED)**

**APPLICABLE VAT IN PERCENT (%)**

**TOTAL AMOUNT (VAT INCLUDED)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTE : BIDS RECEIVED IN EXCESS OF THE ABC SHALL BE AUTOMATICALLY REJECTED.

SPECIAL INSTRUCTION : INTERESTED SUPPLIER MUST VIEW/DOWNLOAD THE DOCUMENTS IN THE ASSOCIATED COMPONENT TO BE INCLUDED IN THE DOCUMENT REQUEST LIST AT PhilGEPs.

**TERMS & CONDITIONS:**

- **PRICE VALIDITY** THREE (3) MONTHS
- **OFFERED RATES:** INCLUDES ALL MAINTENANCE COST EXCEPT FOR THE FUEL
- **DOCUMENTS PRIOR TO AWARD** a. CERTIFICATE OF REGISTRATION (BIDDER SHOULD OWN THE VEHICLE), b. DTI/SEC REGISTRATION CERTIFICATE, c. VALID AND CURRENT MAYOR'S PERMIT, d. COPY OF TIN CARD/VAT REGISTRATION

For more information see attached additional Terms and Conditions for reference.

**OTHER REQUIREMENTS/DOCUMENTS TO BE INCLUDED IN THE PROPOSAL:**

1. Product brochures/catalog/technical reference.
2. Please indicate **BRAND/MODEL & WARRANTY** for each offer.
3. Certificate of PhilGEPs Registration.
4. Receipts must be BIR compliant (please see below).

Please issue an **Invoice/Receipt** to:

Name: National Transmission Corporation (TransCo)

Address: Power Center Agham Road Corner  
Quezon Ave., Diliman Quezon City

TIN: 223-242-186-000

If transaction is subject to VAT, kindly show as separate item the VAT amount (12%) in the:

**OFFICIAL RECEIPT** - for sale of SERVICES  
**SALES INVOICE** - for sale of GOODS or PROPERTIES

**TRANSCO TERMS ACCEPTED:**

\_\_\_\_\_  
(SIGNATURE AND DATE)

\_\_\_\_\_  
(NAME & DESIGNATION)

\_\_\_\_\_  
(NAME OF COMPANY)

## **ADDITIONAL TERMS & CONDITIONS**

1. **TERMS OF LEASE:** The Lease Agreement shall be for FIFTEEN (15) days effective **SEPTEMBER 26-OCTOBER 10, 2016** which may be earlier terminated by either party upon prior written/verbal notice by one to the other, or renewable under the same terms and conditions at the option of the **LESSEE**. However, verbal notice may be given in advance by the **LESSEE** should the situation so demand, to be followed by a written advice.
2. **USE OF VEHICLE:** The vehicle shall be used to transport **LESSEE** and/or its employees and other authorized persons, covered at all times by a duly approved trip ticket. In the absence of **LESSOR'S** driver, an organic personnel who is also a licensed driver and with Authority to Drive TransCo Vehicles (**ADTV**) shall drive the subject vehicle.
3. **RENTAL RATE:** The rental rate shall be as follows:
  - 3.1 **(Total Amount of Contract)** for FIFTEEN (15) days period. Downtime resulting from the vehicle breakdown or repair shall be deducted from the rental on a pro-rata basis except when the LESSOR provides another reliable vehicle with the same capacity as that of the leased vehicle.
  - 3.2 Payment of rental will be made within thirty (30) days upon completion of the contract and submission of complete required documents from **LESSOR**.
  - 3.3 A certification from the **LESSOR** that the salary of the driver has been settled already must be attached to the billing as a requirement.
4. **OBLIGATION OF LESSOR**
  - 4.1 The **LESSOR** shall leave the vehicle within TransCo premises during the duration of the contract. The hired vehicle's key shall be turned over to TransCo's authorized personnel after each trip.
  - 4.2 Provide in the vehicle at all times copies of its registration papers, insurance certificate cover, including copies of official receipts thereon.
  - 4.3 Provide third party liabilities insurance coverage for P50,000.00 each for each passengers (including driver) plus a property damage of P100,000.00.
  - 4.4 The **LESSOR**, during the effectivity of the lease contract and regardless whether or not Transco is in actual use thereof, shall free Transco from and be solely liable for all claims, liabilities and damages arising from loss of, or damage to property, injuries or death.
  - 4.5 Provide the following at all times:
    - Tools – 1 mechanical jack, 1 tire wrench, 1 set of open wrenches, 1 set box wrenches, 1 set socket wrench, 2 pcs. screw drivers, 1 pc. ratchet two belt, 1 pc. pliers and 1 pc. vice grip.
    - Spare Parts – 2 pcs. lower and upper radiator hoses, 1 pc. fan belt, 1 pc. aircon belt, 2 pcs. by-pass hoses, 8 pcs. front and rear wheel cups, 6 pcs. electrical fuses, 2 pcs. spare tire.
    - Additional spare parts for gasoline unit, 2 pcs. contact point, 2 pcs. condenser, 4 pcs. spark plugs.
    - Sticker – Provide at its own expense the cost of a 3" x 12" size sticker marker entitled "**TRANSCO HIRED VEHICLE**" posted properly at the lower portion of the front and rear windshield of the vehicle.
  - 4.6 The **LESSOR** shall provide at its own expense, the cost of labor and parts for the repair and maintenance of the said unit. In connection to this, the **LESSOR** shall constantly provide an emergency fund of P1,500.00 to be kept by the driver for emergency repair and maintenance, always subject to TransCo's submission of official receipts and documents evidencing the urgency and conduct of the repair/s.
  - 4.7 The **LESSOR** may, subject to prior approval of **LESSEE**, replace the unit as maybe necessary for the benefit of both parties. Likewise, the **LESSEE** shall have the right to request for replacement.
  - 4.8 The **LESSOR** may be allowed to provide a temporary replacement of his hired vehicle in case of breakdown and/or periodic check-up which period shall in no case exceed the contract period.
  - 4.9 The **LESSOR** shall ensure that the refrigerant used in the vehicle's air conditioning system is ODS free.
  - 4.10 The **LESSOR** shall provide oil & lubricant if necessary on top of the regular preventive maintenance check-up.
5. **OBLIGATION OF THE LESSEE:**
  - 5.1 The **LESSEE** is obliged to provide fuel.