



NATIONAL TRANSMISSION CORPORATION
 RESOURCE MANAGEMENT SERVICES GROUP
 TransCo Annex Bldg., Diliman, Quezon City
 Tel. No. 902-1521/Fax No. 914-6209

**SUPPLIER'S TECHNICAL/PRICE QUOTATION FORM
 (NEGOTIATED PROCUREMENT: LEASE OF VENUE)**

REFERENCE NO.: OVP-TM-19-96602 (ECA)

FOR INQUIRIES, CONTACT PURCHASING OFFICER: **ARGAÑOZA, EILEEN**

Sir/Madam:

Please provide us with your best quotation and submit the same to the above assigned purchasing officer on or before 3:00 PM on quote closing date at PROCUREMENT MANAGEMENT DIVISION, Ground Floor, TRANSCO Main Building, Power Center, Quezon Avenue corner BIR Road, Diliman, Quezon City.

QUOTE CLOSING DATE/TIME: 21 NOVEMBER 2019/10:00 A.M.

Deadline for submission may be extended if there are insufficient offers received. In case of a failed canvass, a re-canvass may be conducted without prior notice to any previous offeror (s).

Offers may be submitted in a sealed envelope, through fax or **through e-mail (ecarganoza@transco.ph)** at the option of the offeror, properly marked with the reference number. This bid document comprises THREE (3) pages including this sheet.

Please signify your acceptance of the TERMS AND CONDITION as stated herein, by signing on the space provided below and submit the signed copy together with your separate letter of quotation (as applicable).

Very truly yours,

ROGELIO M. MABULAY, JR.

Manager, Procurement Management Division

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

NO.	DESCRIPTION	QUANTITY	ABC (VAT INC)	UNIT PRICE (VAT EXCLUSIVE, INDICATE APPLICABLE 12% VAT)	TOTAL PRICE
001	<p>LEASE OF VENUE, MEALS, ACCOMMODATION AND TRANSPORTATION FOR THE THREE (3) DAY STRATEGIC PLANNING FOR TRANSMISSION AND MANAGEMENT GROUP (TMG) AND UTILITY MANAGEMENT DEPARTMENT (UMD) Date: December 4-6, 2019 (3D/2N) No. of Pax: 67 Location: Ilocos Sur</p> <p>A. MEALS AND ACCOMMODATION 67 PAX x P7,000.00 = P469,000.00</p> <p>B. TRANSPORTATION FOR 67 PAX = P201,000.00 Bus Rental: Bus service from Head Office to Ilocos Sur and vice versa Date: December 4-6, 2019 Unit must be equipped with TV & DVD, with microphone, fully air-conditioned and insurance on board; service is inclusive of driver, fuel, toll fees, parking fees and driver's meals and accommodation.</p>	1 LOT	₱670,000.00		

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TOTAL AMOUNT (VAT EXCLUSIVE) _____
 ADD: APPLICABLE VAT (___%) _____
 TOTAL NET AMOUNT (VAT INCLUSIVE) _____

TECHNICAL SPECIFICATIONS:				
Item Description		Compliance		Remarks
I. AVAILABILITY		YES	NO	
1.	4-6 DECEMBER 2019	[]	[]	
II. LOCATION		YES	NO	
1.	ILOCOS SUR	[]	[]	
III. VENUE		YES	NO	
1.	STRUCTURAL CONDITION:			
A.	THE FOUNDATION IS MADE OF CONCRETE AND STRUCTURAL STEEL MATERIALS OR COMBINATION OF BOTH.	[]	[]	
B.	COMPLIANT WITH THE STANDARDS PROVIDED BY THE BUILDING CODE OF THE PHILIPPINES	[]	[]	
2.	FUNCTIONALITY OF CONFERENCE ROOM			
A.	AVAILABLE ONE (1) AIR-CONDITIONED FUNCTION ROOM ON 4-6 DECEMBER 2019 THAT CAN ACCOMMODATE 66 PARTICIPANTS	[]	[]	
B.	AMENITIES INCLUDE:			
1.	AT LEAST 3 MICROPHONE UNITS	[]	[]	
2.	AUDIBLE/OPERATIONAL SOUND SYSTEM	[]	[]	
3.	WAIVED CHARGES FOR USE OF PROJECTOR	[]	[]	
4.	WHITEBOARDS, WRITING PADS, PENCILS AND MARKERS	[]	[]	
3.	ROOM ARRANGEMENTS:			
A.	SIX (6) 2-BEDROOM VILLA FOR 8 PAX EACH	[]	[]	
B.	FOUR (4) DELUXE ROOMS FOR 2 PAX EACH	[]	[]	
C.	ONE (1) DELUXE ROOMS FOR 3 PAX EACH	[]	[]	
B.	TWO (2) DELUXE ROOMS FOR 4 PAX EACH	[]	[]	
4.	FACILITIES:			
A.	CONTINUOUS WATER SUPPLY & ACCESSIBLE COMFORT ROOM	[]	[]	
B.	ACCESSIBLE EMERGENCY EXIT AND ALARM, STANDBY FIRE EXTINGUISHER AND AUTOMATIC SPRINKLER	[]	[]	
C.	TEAMBUILDING FACILITIES (MILITARY CRAWL, MONKEY BAR, ETC.)	[]	[]	
D.	MUSIC AND OTHER RECREATIONAL FACILITIES	[]	[]	
E.	ADEQUATE GUARDED PARKING SPACE	[]	[]	
F.	FREE WI-FI INTERNET ACCESS	[]	[]	
G.	24 HOUR FRONT DESK ASSISTANCE	[]	[]	
H.	MEDICAL SERVICES: ON-CALL NURSE	[]	[]	
5.	OTHER REQUIREMENTS:			
A.	PROVISION OF JANITORIAL AND MAINTENANCE SERVICES	[]	[]	
B.	AMBIANCE PROMOTES LEARNING	[]	[]	
C.	ADEQUATE SECURITY SERVICE (24/7)	[]	[]	
6.	CATERING SERVICES:			
A.	MEALS (BUFFET) CONSIST OF THE FOLLOWING:			
I.	AM SNACKS FOR THREE (3) DAYS (DEC. 4-6, 2019)	[]	[]	
II.	PM SNACKS FOR TWO (2) DAYS (DEC. 4-5, 2019)	[]	[]	
III.	MANAGED BUFFET BREAKFAST FOR THREE (3) DAYS (DEC. 4-6, 2019)	[]	[]	
IV.	MANAGED BUFFET LUNCH FOR TWO (2) DAYS (DEC. 4-5, 2019)	[]	[]	
V.	MANAGED BUFFET DINNER FOR TWO (2) DAYS (DEC. 4-5, 2019)	[]	[]	
VI.	MAIN COURSE (AT LEAST 1 VARIANT OF MEAT, 1 VARIANT OF SEAFOODS AND 1 VARIANT OF VEGETABLES)	[]	[]	
VII.	RICE	[]	[]	
VIII.	DESSERT (FRUITS)	[]	[]	
IX.	BEVERAGE/FREE FLOWING COFFEE AND WATER	[]	[]	

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X.	MEALS ARE GOOD FOR 67 PERSONS			
B.	DATE AND TIME OF DELIVERY:			
I.	4-6 DECEMBER 2019	[]	[]	
II.	AM SNACKS – 10:00 AM	[]	[]	
III.	LUNCH – 12:00 NN	[]	[]	
IV.	PM SNACKS – 3:00 PM	[]	[]	
V.	DINNER – 6:00 PM	[]	[]	

NOTE : ALTERNATE OFFERS ARE NOT ALLOWED
 Bids received in excess of the Approved Budget for the Contract (ABC) shall be automatically rejected.
SPECIAL INSTRUCTION: Interested suppliers must view/download the attached document in the Associated Component to be included in the Document Request List (DRL).

FIXED TERMS (PLEASE INCLUDE IN YOUR OFFER):

- BID PRICE VALIDITY: AT LEAST 60 DAYS FROM QUOTE CLOSING DATE
(VAT EXCLUSIVE, INDICATE APPLICABLE VAT)
- DELIVERY PERIOD: () DECEMBER 4-6, 2019 () _____
- DELIVERY POINT: ILOCOS SUR
- PAYMENT TERMS: WITHIN 30 CALENDAR DAYS UPON DELIVERY/COMPLETION OF SERVICES RENDERED AND SUBMISSION OF COMPLETE REQUIRED DOCUMENTS
- WARRANTY: _____

OTHER REQUIREMENTS/DOCUMENTS TO BE INCLUDED IN THE PROPOSAL:

1. Product brochures/catalog/technical reference, if applicable.
2. Please indicate **BRAND/MODEL & WARRANTY** for each offer, if applicable.

ELIGIBILITY REQUIREMENTS/DOCUMENTS TO BE SUBMITTED BY THE AWARDEE PRIOR TO ISSUANCE OF NOTICE OF AWARD:

1. **PhilGEPS Registration Number/Certificate of PhilGEPS Registration (for Platinum Membership)**
2. **DTI/SEC Registration Certificate**
3. **Mayor’s Permit/Business Permit**
4. **BIR Certificate of Registration**
5. **Latest Income/Business Tax Return**
6. Receipts AND Billing Statement / Statement of Account must be BIR compliant (please see below).



TRANSCO TERMS ACCEPTED: _____
 (SIGNATURE AND DATE)

(NAME AND DESIGNATION)

(NAME OF COMPANY)