



**NATIONAL TRANSMISSION CORPORATION**  
RESOURCE MANAGEMENT SERVICES GROUP  
TransCo Annex Bldg., Diliman, Quezon City  
Tel. No. 7902-1133 / 7902-1500 LOC. 1133

**SUPPLIER'S TECHNICAL/PRICE QUOTATION FORM**  
**(NEGOTIATED PROCUREMENT: SMALL VALUE PROCUREMENT)**

**REFERENCE NO.: PSDD-22-97835 (PLP)**

FOR INQUIRIES, CONTACT PURCHASING OFFICER: **PINEDA, MA. PILAR L.**

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: 19 MAY 2022/10:00 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 (mlpineda@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	TOTAL PRICE
				(VAT EXCLUSIVE, INDICATE APPLICABLE 12% VAT)	
1.	PSDD-22-97835/1 <b>CATERING SERVICES FOR THE 6TH MANAGEMENT COMMITTEE MEETING</b>  CATERING SERVICES FOR THE 6TH MANAGEMENT COMMITTEE (MANCOM) MEETING I. DATE: 23 MAY 2022 (MONDAY) 9:00 AM II. VENUE: TRANSCO BOARD ROOM, 2ND FLOOR III. PAX: 35 PEOPLE (MANAGEMENT COMMITTEE MEMBERS, MANCOM SECRETARIAT, AND SUPPORT STAFF) IV. PLATED MEALS (SERVED)* A. AM SNACK B. MAIN COURSE/LUNCH I. AT LEAST 1 VARIANT OF CHICKEN/FISH/BEEF AND 1 VARIANT OF VEGETABLES) II. RICE III. SOUP IV. DESSERT V. BEVERAGE	1 LOT	₱ 27,300.00		

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C.	WITH BOTTLED WATER, FREE FLOWING COFFEE, AND TEA  * PLEASE PROVIDE PROPOSED MENU.  NOTES: STRICTLY NO PORK. CATERER TO OBSERVE PROMPT INGRESS TIME. FOR THE FOOD SERVERS (AT LEAST 2): STRICT OBSERVANCE OF HEALTH AND SANITATION PROTOCOLS: WEARING OF FACE MASKS, FOOD- HANDLING GLOVE, ETC. MEMBERS WHO WILL ATTEND THE MEETING ARE EXECUTIVES/MANAGEMENT-LEVEL PERSONNEL, PROPER DECORUM SHOULD BE OBSERVED AT ALL TIMES. CATERER SHOULD BE AVAILABLE FOR A MEETING WITH THE MANCOM SECRETARIAT TO DISCUSS THE NECESSARY PREPARATORY ARRANGEMENTS PRIOR THE SCHEDULED MANCOM MEETING.				

TOTAL AMOUNT (VAT EXCLUSIVE) \_\_\_\_\_

ADD: APPLICABLE VAT ( \_\_\_% ) \_\_\_\_\_

TOTAL NET AMOUNT (VAT INCLUSIVE) \_\_\_\_\_

**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: ( ) MAY 23, 2022 (9:00 AM)  
( ) \_\_\_\_\_
- DELIVERY POINT: TRANSCO HEAD OFFICE, DILIMAN, QUEZON CITY
- PAYMENT TERMS: WITHIN 30 CALENDAR DAYS UPON FULL DELIVERY AND  
SUBMISSION OF COMPLETE REQUIRED DOCUMENTS
- WARRANTY: \_\_\_\_\_

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

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

**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 (2022)
4. BIR Certificate of Registration
5. Latest Income/Business Tax Return (2021)
6. Notarized Omnibus Sworn Statement (use applicable form)
7. 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 AND DESIGNATION)

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

\_\_\_\_\_  
(MOBILE NO. AND EMAIL ADDRESS)