



**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: SMALL VALUE PROCUREMENT)**

**REFERENCE NO.: NP210623-PP044**

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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: 29 OCTOBER 2021/3:00 P.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 FOUR (4) 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.	OVP-21-97169/1 <b>SHREDDER, PAPER</b>  SHRED SIZE: 4MM CUTTING TYPE: STRIP CUT SHREDDING CAPACITY 80 G/M2 (SHEETS): 15 TO 18 CUTTING SPEED (M/S): 0.03 WORKING WIDTH/PAPER FORMAT (MM/DIN): 230/A4/LEGAL SIZE CATCHBASKET/VOLUME (I/SHEETS): AT LEAST 60  BRAND/MODEL: _____  WARRANTY: _____	1 LOT	₱ 29,000.00		

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NO.	DESCRIPTION	QUANTITY	ABC (VAT INC)	UNIT PRICE	TOTAL PRICE
				(VAT EXCLUSIVE, INDICATE APPLICABLE 12% VAT)	
2.	FFAD-21-97231/1 <b>SHREDDER, PAPER</b>  THROAT WIDTH:230 MM WASTE BIN CAPACITY: 34L CUTTING TYPE: CROSS CUT SHREDDING CAPACITY: CROSS CUT SHREDDING CAPACITY: 15-20 SHEETS CUTTING SPEED: .03M/S  BRAND/MODEL: _____  WARRANTY: _____	1 UNIT	₱ 30,000.00		
3.	OP-21-97285/1 <b>SHREDDER, PAPER</b>  -CAN SHRED AT LEAST 10 (A4) OR 6 (A3) SHEETS OF PAPER -CUT SIZE: PREFERABLY 3X28MM -AVERAGE SPEED: AT LEAST 3MPM -THROAT WIDTH: AT LEAST 300MM -AUTO START AND STOP -AUTO REVERSE TO PREVENT PAPER JAMS -THERMAL OVERLOAD PROTECTION -ACCEPT CLIPS, STAPLES, CREDIT CARDS AND CDS -BIN CAPACITY: AT LEAST 30L  BRAND/MODEL: _____  WARRANTY: _____	1 UNIT	₱ 30,000.00		
4.	GAD-21-97316/1 <b>SHREDDER, PAPER</b>  THROAT WIDTH: 230MM WASTE BIN CAPACITY: 34L CUTTING TYPE: CROSS CUT SHREDDING CAPACITY: 15-20 SHEETS CUTTING SPEED: 0.3M/S-0.5M/S  BRAND/MODEL: _____  WARRANTY: _____	1 UNIT	₱ 30,000.00		
5.	GAD-21-97318/1 <b>CALCULATOR</b>  12 DIGITS MARK UP AND REVERSE FUNCTION DIMENSIONS: 145X100X33.5MM  BRAND/MODEL: _____  WARRANTY: _____	2 UNITS	₱ 2,121.80		

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6.	TCMD-21-97321/1 <b>CUTTER, PAPER (PAPER TRIMMER/CUTTING MACHINE, TABLE TOP)</b>  CUTTING CAPACITY: UP TO 10 SHEETS AT A TIME (70 GSM) SIZE: UP TO A3 TYPE: MANUAL CAPABILITY: PAPER, PHOTO, PAPER CARD GUIDE: ADJUSTABLE UP TO A3  BRAND/MODEL: _____  WARRANTY: _____	1 UNIT	₱ 13,470.71		
7.	TCMD-21-97327/2 <b>WHITE BOARD</b>  SIZE: 4' BY 7' FEET TYPE: MAGNETIC DOUBLE-SIDED 360DEG REVERSIBLE FEATURE: STAND WITH ROLLERS  BRAND/MODEL: _____  WARRANTY: _____	1 UNIT	₱ 4,243.60		
8.	TCMD-21-97327/3 <b>PROJECTOR BOARD</b>  FH 100 INCHES PROJECTOR SCREEN WITH TRIPOD STAND SCREEN FABRIC: WHITE 16:9 100-INCH: VIEW AREA (WXH): 87.00 X 48.81 IN SCREEN SIZE: 90.15 X 72.83 IN NET WEIGHT: 8.8 KG  BRAND/MODEL: _____  WARRANTY: _____	1 UNIT	₱ 15,000.00		

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).

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**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: ( ) WITHIN 7 CALENDAR DAYS UPON RECEIPT OF PO  
( ) \_\_\_\_\_
- DELIVERY POINT: TRANSCO-HEAD OFFICE WAREHOUSE, DILIMAN, Q.C. (C/O J.M. ILAGAN)
- 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 (2021)**
4. **BIR Certificate of Registration**
5. **Latest Income/Business Tax Return (2020)**
6. **Notarized Omnibus Sworn Statement (use applicable form)**
7. Receipts must be BIR compliant (please see below).



**TRANSCO TERMS ACCEPTED:** \_\_\_\_\_

(SIGNATURE AND DATE)

\_\_\_\_\_  
(NAME AND DESIGNATION)

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

\_\_\_\_\_  
(MOBILE NO. and EMAIL ADD)