



**SUPPLIER'S TECHNICAL/PRICE QUOTATION FORM  
 (SHOPPING)**

**REFERENCE NO.: SH170308-EA11**

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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 ADMINISTRATION OFFICE, Ground Floor, TRANSCO Main Building, Power Center, Quezon Avenue corner BIR Road, Diliman, Quezon City.

**QUOTE CLOSING DATE/TIME: MARCH 14, 2017/3:00 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 (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,

**ROSSANA F. PAGUIO**  
 Manager, General Services 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	GSD-17-94955/1 <b>BOARD, BRISTOL</b> A4 SIZE (210 MM W X 297 MM L), YELLOW, 100 SHTS/REAM <b>BRAND:</b> _____	100 REAM	₱10,300.00		
2	GSD-17-94955/2 <b>COMPACT DISC, RECORDABLE</b> 700 MB/80 MIN, W/ INDIVIDUAL PLASTIC CASE <b>BRAND:</b> _____	200 PC	₱3,200.00		
3	GSD-17-94955/3 <b>CUTTER, PAPER</b> HARD PLASTIC, HEAVY DUTY <b>BRAND:</b> _____	12 PC	₱3,600.00		
4	GSD-17-94955/4 <b>FILM, TRANSPARENCY</b> 210 MM W X 297 MM L (A4), CLEAR, 100 PCS/BOX <b>BRAND:</b> _____	40 BOX	₱10,600.00		
5	GSD-17-94955/5 <b>BOARD, COVER</b> A4 SIZE (210 MM W X 297 MM L), BLUE, 100 SHTS/REAM <b>BRAND:</b> _____	10 REAM	₱2,560.00		

6	GSD-17-94955/6 <b>CORRECTION FLUID</b> TYPEWRITER, WATER BASED, 15 ML/BOT <b>BRAND:</b> _____	30 PC	₱600.00		
7	GSD-17-94955/7 <b>FOLDER, MOLAR FILE</b> VERTICAL W/ MECHANISM, 9" W X 15" L, 3" CAPACITY, GREEN, W/ TRANSCO LOGO <b>BRAND:</b> _____	300 PC	₱27,900.00		
8	GSD-17-94955/8 <b>PAPER, PHOTO</b> A4, HIGH QUALITY GLOSSY FINISH, 20 SHTS/PACK <b>BRAND:</b> _____	30 PACK	₱1,950.00		
9	GSD-17-94955/9 <b>PEN, BALLPOINT</b> 0.5 MM, SUPER FINE POINT, GREEN <b>BRAND:</b> _____	84 PC	₱1,848.00		
10	GSD-17-94955/10 <b>STAND, MAGAZINE</b> HARD BOARD, 5" W, 15" L, 10" H, DARK GREEN <b>BRAND:</b> _____	150 PC	₱13,800.00		
11	GSD-17-94955/11 <b>STAPLER, PAPER FASTENING, OFFICE TYPE</b> # B8, HEAVY DUTY, ASSORTED COLOR, W/ STAPLE REMOVER, BOSTITCH <b>BRAND:</b> _____	20 PC	₱6,400.00		
12	GSD-17-94955/12 <b>PEN, BALLPOINT</b> 0.5 MM, SUPER FINE POINT, BLUE <b>BRAND:</b> _____	500 PC	₱7,500.00		
13	GSD-17-94955/13 <b>PEN, BALLPOINT</b> 0.5 MM, SUPER FINE POINT, BLACK <b>BRAND:</b> _____	600 PC	₱9,000.00		
14	GSD-17-94955/14 <b>PEN, MARKING, FLUORESCENT</b> YELLOW, MEDIUM POINT, CHISEL TIP <b>BRAND:</b> _____	120 PC	₱2,520.00		
15	GSD-17-94955/15 <b>PERFORATOR, PAPER, DESK</b> HEAVY DUTY, 2 HOLES, 6 MM <b>BRAND:</b> _____	10 PC	₱5,100.00		
16	CSG-17-94972/1 <b>CALCULATOR</b> EXTRA LARGE DISPLAY TWO-WAY POWER (SOLAR BATTERY) KEY ROLLOVER DURABLE METAL FACEPLATE REGULAR PERCENT MARK-UP 12 DIGITS PLASTIC KEYS DECIMAL SELECTOR: 0,1,2,4 <b>BRAND/MODEL:</b> _____ <b>WARRANTY:</b> _____	2 PC	₱3,000.00		
17	FINANC-17-95039/1 <b>CUTTER, PAPER, HEAVY DUTY</b> 15" X 12" METAL BASE W/PREPRINTED GUIDES/GRIDLINES STURDY BLADE BEARING ENABLES EXACT CUTTING EASY TO OPERATE <b>BRAND:</b> _____	1 PC	₱5,000.00		

18	<b>FINANC-17-95039/2</b> <b>CALCULATOR</b> EXTRA LARGE DISPLAY TWO-WAY POWER (SOLAR BATTERY) KEY ROLLOVER DURABLE METAL FACEPLATE REGULAR PERCENT MARK-UP 12 DIGITS PLASTIC KEYS DECIMAL SELECTOR:0,1,2,4 <b>SIZE: 4 X 5 INCHES</b> <b>BRAND/MODEL:</b> _____ <b>WARRANTY:</b> _____	4 PC	₱4,284.00		
19	<b>GSD-17-95063/1</b> <b>CLIP, PAPER</b> VINYL COATED, ROUND, 33 MM, 50 G/BOX (100 PCS/BOX), MULTI COLOR <b>BRAND:</b> _____	100 BOX	₱1,000.00		
20	<b>GSD-17-95063/2</b> <b>BOX, STORAGE</b> DROPSIDE/COLLAPSIBLE, 15" W, 24" L, 10" H <b>BRAND:</b> _____	300 PC	₱24,000.00		

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).

**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: ( ) 7 CALENDAR DAYS ( ) \_\_\_\_\_
- DELIVERY POINT: TRANSCO-HO WAREHOUSE, DILIMAN, Q.C.  
C/O M. T. JAVILLO
- PAYMENT TERMS: WITHIN 30 CALENDAR DAYS UPON 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.
- 3. PhilGEPS Registration Number/Certificate of PhilGEPS Registration**
- 4. Mayor's Permit/Business Permit**
5. Receipts must be BIR compliant (please see below).



**TRANSCO TERMS ACCEPTED:** \_\_\_\_\_  
(SIGNATURE AND DATE)  
\_\_\_\_\_  
(NAME AND DESIGNATION)  
\_\_\_\_\_  
(NAME OF COMPANY)