



NATIONAL POWER CORPORATION  
 Small Power Utilities Group  
 Luzon Operations Department

**REQUEST FOR QUOTATION FORM  
 (SHOPPING)**

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

(Supplier's Name/Address/Fax No.)

P.R. No.: **S0-SPD10-028**

(Please use P.R. No. to identify offer/Letters)

No. of Page(s) (including this sheet): 2pages

MADAM/SIR:

PLEASE PRESENT YOUR LOWEST OFFER FOR THE SPECIFIED GOODS IN THE ATTACHED PR AND SIGNIFY YOUR ACCEPTANCE OF THE TERMS AND CONDITIONS AS STATED HEREIN BY SIGNING ON THE SPACE PROVIDED BELOW. THUS, KINDLY SUBMIT THE SIGNED COPY TOGETHER WITH YOUR SEPARATE LETTER QUOTATION IN A SEALED ENVELOPE DIRECTLY TO THE **UNDERSIGNED OR FAX TO 9278624 / 9206120 LOC 3138** ON OR BEFORE **OCT. 22, 2010**. OPENING WILL BE ON **10:00 AM/OCT. 25, 2010**.

IN CASE OF A FAILED CANVASS DUE TO INSUFFICIENT NO. OF COMPLYING OFFERS, A RE-CANVASS MAYBE CONDUCTED IF THERE IS STILL ADEQUATE TIME TO DO SO WITHOUT JEOPARDIZING THE URGENT NEED/DELIVERY OF THIS PARTICULAR MATERIALS/SUPPLIES REQUIREMENT.

Very truly yours,

  
**EMMARIE JAYNE E. MANAY**  
 Materials Management Specialist C

**INSTRUCTION TO SUPPLIERS:**

- Indicate if the offer is VAT EXCLUSIVE or VAT INCLUSIVE and must coincide if VAT or NON-VAT
- Late Offer will not be accepted.

**FIXED TERMS:**

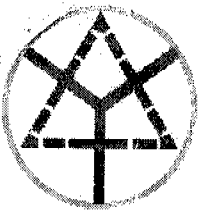
DELIVERY PERIOD:	PAYMENT: 30 – 45 DAYS
PRICE VALIDITY : 60 DAYS	WARRANTY:

**ADDITIONAL TERMS AND CONDITIONS**

*In case of award, supply shall be covered by standard Warranties for Special Tools/Instruments/Equipment and major parts submitted upon delivery. Further, for late delivery not caused by fortuitous event, NPC shall impose penalty charges an amount equal to 1/10 of 1% of the cost of the unperformed portion for every day of delay until actual performance but not to exceed 10% of the total contract price.*

TERMS AND CONDITIONS ACCEPTED:

\_\_\_\_\_  
**SUPPLIER'S AUTHORIZED REPRESENTATIVE**  
 (SIGNATURE OVER PRINTED NAME/DATE/DESIGNATION)



REPUBLIC OF THE PHILIPPINES  
NATIONAL POWER CORPORATION  
SPD / PTSD, SPUG

NON-OMA



PR NO.  
SO-SPD10-028

Use this Number  
in all communication

**PURCHASE REQUISITION**

Requisitioning Office : STRATEGIC PLANNING DIV.  
Cost Center Number : 5802004 Local : 5780  
GL No. : \_\_\_\_\_ OE No. : \_\_\_\_\_  
WO No. : \_\_\_\_\_ JO No. : \_\_\_\_\_

Date : 08/04/10  
Date Needed : \_\_\_\_\_  
Deliver to : **MINUYAN BULACAN**  
Date PR Rcvd. by Proc Office: 9/28

ITEM NO.	NSN	COMPLETE DESCRIPTION/SPECIFICATION	QUANTITY	U/M	ESTIMATED COST	ASSIGNED PO/IO NO.
OFFICE EQUIPMENT						
1	N02354281	THERMAL FAX MACHINE PLS. SEE ATTACHED FOR THE SPECIFICATION	1	UNIT	7,500.00	
					<b>PHP</b>	<b>7,500.00</b>

Approved for Emergency Purchase

*Melburgo S. Chiu*  
MELBURGO S. CHIU  
VP, SPUG

COPIES AVAILABLE  
DATE 2010 CEN NO. 5802004  
CEN NO. 077 CEN NO. \_\_\_\_\_  
CEN NO. \_\_\_\_\_

*A. P. JAPAN*  
S.D.M. - \_\_\_\_\_

PURPOSE/REMARKS TO BE USED PTSD PERSONNEL		
Attachments : PPMP	Requisitioned by : <i>Cesar S. Nunez</i> CESAR S. NUNEZ Print Name & Position CORP. STAFF SPCLST A, SPD	Approved for Purchase : <i>Rafael L. Abergas</i> RAFAEL L. ABERGAS Print Name & Position MANAGER, PTSD

*[Handwritten signature]*