PHILIPPINE POSTAL CORPORATION
Agency or Office

RFQ# 060-08-23 (Canvass Number)

16-Aug-23 (Date)

REQUEST FOR QUOTATION

(Name of Dealer)

(Address)

Gentlemen:

The Philippine Postal Corporation through its Bids and Awards Committee - Alternative Methods of Procurement (BAC-AMP) invites all interested qualified Service Providers/Suppliers to quote their best offer/price inclusive of all costs and applicable taxes, subject to the General Conditions stated herein, and to submit the said quotation duly signed by its authorized representative not later than **21 August 2023, 10.00 A.M.** at the Isolation Facility Buidling, CMEC Compound, Domestic Road, Pasay City

NAME OF PROJECT: **Procurement of Supplies and Materials (7 items) for the Repair and Activation of Old 5-units Airconditioner Pulled out from the SMED rented space**

General Conditions:

1. All entries must be typewritten or legibly written.
2. The valid Philgeps Registration Certificate/Number, Mayor's or Business Permit, Tax Clearance and Revised Omnibus Sworn Statement are required to be submitted along with your quotation/proposal on the date stated above. For Corporation or Partnership, please also attach a Secretary's Certificate (duly notarized) and for Sole Proprietor, attach a Special Power of Attorney (also duly notarized) to your designated Authorized Representative.
3. Price validity must be within 30 working days from the date of submission.
4. Delivery period shall be **seven (7)** calendar days commencing on the date of receipt of PO/Notice to Proceed.
5. Payment shall be processed upon completion and acceptance by PHLPost and the submission of the required supporting documents.
6. Quotations exceeding the ABC shall be automatically rejected.
7. Bidder/s shall indicate the correct, accurate and complete information including the BRAND NAME and MODEL NO. of the offered item(s) or product.
8. Bidder/s shall submit a properly marked and sealed quotation together with the documentary requirements. **(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR PROPOSAL)**

Very truly yours,

Atty. LORI ANN D. ATAL, CPA
APMG for Administration and Finance/ Acting Chief, Procurement Div., LPMD

NOTE:
For issue to GSD

Item No.	ABC (PhP)	Qty./ Unit	SPECIFICATIONS		Financial Proposal	
					Unit Price	Total Amount
1	12,000.00	2 pcs	Expension Valve	☐ Comply	₱	₱
2	6,000.00	2 pcs	Magnetic Contactor	☐ Comply		
3	3,000.00	1 set	Circuit Breaker, 40 amp	☐ Comply		
4	20,000.00	20 m	Thhn Wire No.8	☐ Comply		
5	7,500.00	15 m	Thhn Wire No. 12	☐ Comply		
6	450.00	3 pcs	Electrical Tape	☐ Comply		
7	50,000.00	5	Labor for ACU testrun	☐ Comply		
xx	xxxxxxx	xxxxxx	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
Total	98,950.00					PhP

Date of Delivery: _____

_____
(Signature Over Printed Name of Dealer)

Option: _____

_____
(Telephone Number)

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Accredited Dealer/suppliers may personally obtain the canvass forms/specifications from the Procurement Division, Logistics and Property Management Department, Isolation Facility, CMEC Compound, Domestic Road, Pasay City on the day following the date of this invitation.

The Philippine Postal Corporation reserves the right to reject any and all bids, declare a failure of procurement activities, or not award the PO/Contract at any time prior to its award in accordance with section 41 of RA 9184 and its IRR, without thereby incurring any bidder liability to the affected bidder or bidders.

FOR FURTHER INFORMATION, PLEASE GET IN TOUCH WITH THE PROCUREMENT DIVISION, LPMD AT email address, saturnino.bernales@yahoo.com.ph