PHILIPPINE POSTAL CORPORATION
Agency or Office

RFQ# 100-09-23 (Canvass Number)

26-Sep-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 **02 October 2023, 10:00 AM** at the Isolation Facility Buidling, CMEC Compound, Domestic Road, Pasay City

NAME OF PROJECT: **Procurement of 1 lot- supply and delivery various Oil and Lubricants (7 items)**

General Conditions:

1. All entries must be typewritten or legibly written.
2. The valid Philgeps Registration Certificate/Number, Mayor's or Business Permit 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 calendar 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 of delivery by PHLPost and the submission of the required supporting documents.
6. Quotation exceeding the ABC per item and the total 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, if applicable.
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,

JERWIN I. ENRILE
A/Manager, Logistics and Property Management Department

NOTE:
For issue to NTD

Item No.	ABC (PhP)	Qty./ Unit	SPECIFICATIONS		Financial Proposal	
					Unit Price	Total Amount
1	70,000.00	2 drums	Gasoling Engine Oil (200 ltrs / drum) - 15W40	☐ Comply	₱	₱
1	74,000.00	2 drums	Diesel Engine Oil (200 ltrs / drum) - 15W40	☐ Comply		
1	36,250.00	250 bottles	Brake Fluid (300 ml)	☐ Comply		
1	10,500.00	30 cans	Penetrating Fluid (382 ml)	☐ Comply		
1	1,800.00	10 tubes	Silicon Sealant (Black) - for Windshield	☐ Comply		
1	19,000.00	5 pads	Steering Fluid (ATF)	☐ Comply		
1	7,500.00	30 bottles	Coolant (Ready to Use) - 1 ltr per bottle - (Green & Red)	☐ Comply		
xx	xxxxxxx	xxxxxx	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
G-Total	**219,050.00**					**PhP**

Date of Delivery: _____

_____
(Signature Over Printed Name of Dealer)

Option: _____

_____
(Telephone Number)

PR# 094-08-23 August 30, 2023

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