

**PHILIPPINE POSTAL CORPORATION**

**RFQ# 183-11-24**

(Canvass Number)

**28-Nov-24**

(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 December 2024, 10.00 A.M.** at the Annex II Bldg., Philippine Postal Corporation-Central Office, Liwasang Bonifacio Magallanes Drive Ermita, Manila

**NAME OF PROJECT: Procurement of One(1) Lot-Supply and Delivery of Various Supplies of Materials to be Used for the Proposed Additional Partition for Postage Stamps and Records of Financial Management Department at 3rd Floor Annex II Bldg, Liwasang Bonifacio, Manila**

**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 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 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 of the offered item(s) or product.
- 8 Bidder/s shall submit a properly marked quotation together with the 2024 documentary requirements.

**(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR PROPOSAL)**

Very truly yours,

**ENGR. RICARDO C. MEDINA, JR.**  
A/Chief, Procurement Division, LPMD

**NOTE:**

For issue to FMD

Item No.	ABC (Php)	Qty./ Unit	SPECIFICATIONS	Financial Proposal		
				Unit Price	Total Amount	
<b>CARPENTRY WORKS</b>						
1	19,500.00	26 pcs	Hardiflex FICEB ( 4' x 8' x 6.0mm thk.)	<input type="checkbox"/> Comply	₱	₱
2	3,660.00	20 pcs	Metal Tracks (0.5mm x 77mm x28mm x3m)	<input type="checkbox"/> Comply	₱	₱
3	4,752.00	24 pcs	Metal Studs (0.5mm x 77mm x 28mm x 3m)	<input type="checkbox"/> Comply	₱	₱
4	2,410.00	5 box	Blind Rivet (1/8" x 3/4") - 500 pcs	<input type="checkbox"/> Comply	₱	₱
5	720.00	6 pcs	Drill Bit 1/8" (Metal)	<input type="checkbox"/> Comply	₱	₱
6	900.00	6 pcs	Drill Bit 3/8 (Concrete)	<input type="checkbox"/> Comply	₱	₱
7	240.00	2 kilo	Concrete Nail 3"	<input type="checkbox"/> Comply	₱	₱
8	160.00	2 pcs	Masking Tape (1")	<input type="checkbox"/> Comply	₱	₱
<b>PAINTING WORKS</b>						
1	4,350.00	6 gal	Flat Wall Latex Paint	<input type="checkbox"/> Comply	₱	₱
2	4,920.00	6 gal	Semi- Gloss Latex Paint	<input type="checkbox"/> Comply	₱	₱
3	520.00	1 gal	Paint Thinner	<input type="checkbox"/> Comply	₱	₱
4	560.00	1 gal	Laquer Thinner	<input type="checkbox"/> Comply	₱	₱
5	1,360.00	2 gal	Glazing Putty	<input type="checkbox"/> Comply	₱	₱
6	700.00	1 gal	Oil Wood Stain (Mahogany)	<input type="checkbox"/> Comply	₱	₱
7	1,190.00	1 gal	Polyurethane Reducer Floor Thinner	<input type="checkbox"/> Comply	₱	₱
8	1,200.00	1 gal	Polyurethane Sealer	<input type="checkbox"/> Comply	₱	₱
9	1,600.00	1 gal	Polyurethane Varnish Top Coat	<input type="checkbox"/> Comply	₱	₱
10	80.00	2 pcs	Paint Brush (2")	<input type="checkbox"/> Comply	₱	₱
11	360.00	4 pcs	Paint Brush (4")	<input type="checkbox"/> Comply	₱	₱
12	380.00	4pcs	Baby Roller Brush with Pan (4")	<input type="checkbox"/> Comply	₱	₱
13	174.00	6 pcs	Putty Knife	<input type="checkbox"/> Comply	₱	₱
14	346.00	2 pcs	Roller Paint # 9 w/ Tray	<input type="checkbox"/> Comply	₱	₱
15	72.00	6 pcs	Sand Paper #150 (carbide 12" x 12")	<input type="checkbox"/> Comply	₱	₱
16	72.00	6 pcs	Sand Paper #100 (carbide 12" x 12")	<input type="checkbox"/> Comply	₱	₱
17	68.00	4 pcs	Palette Knife w/o handle	<input type="checkbox"/> Comply	₱	₱
18	180.00	2 kilo	Rugs	<input type="checkbox"/> Comply	₱	₱
<b>SPECIALTY WORKS</b>						
1	22,000.00	2 set	Solid Wood Panel Door (0.80m W. x 2.10m H.) w/ jamb and complete accessories	<input type="checkbox"/> Comply	₱	₱
2	1,300.00	2 set	Door Knob	<input type="checkbox"/> Comply	₱	₱
3	1,500.00	6 pairs	3" x 4" Stainless Hinges	<input type="checkbox"/> Comply	₱	₱
xx	xxxxxxx	xxxxxx	xx			
<b>Total</b>	<b>75,274.00</b>					<b>PhP</b>

Date of Delivery: \_\_\_\_\_

\_\_\_\_\_  
(Signature Over Printed Name of Dealer)

Option: \_\_\_\_\_

\_\_\_\_\_  
(Telephone Number)

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](mailto:saturnino.bernales@yahoo.com.ph)