

**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.**  
AVChief, 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	PhP
2	3,660.00	20 pcs	Metal Tracks (0.5mm x 77mm x 28mm x 3m)	<input type="checkbox"/> Comply	PhP
3	4,752.00	24 pcs	Metal Studs (0.5mm x 77mm x 28mm x 3m)	<input type="checkbox"/> Comply	PhP
4	2,410.00	5 box	Blind Rivet (1/8" x 3/4") - 500 pcs	<input type="checkbox"/> Comply	PhP
5	720.00	6 pcs	Drill Bit 1/8" (Metal)	<input type="checkbox"/> Comply	PhP
6	900.00	6 pcs	Drill Bit 3/8 (Concrete)	<input type="checkbox"/> Comply	PhP
7	240.00	2 kilo	Concrete Nail 3"	<input type="checkbox"/> Comply	PhP
8	160.00	2 pcs	Masking Tape (1")	<input type="checkbox"/> Comply	PhP
<b>PAINTING WORKS</b>					
1	4,350.00	6 gal	Flat Wall Latex Paint	<input type="checkbox"/> Comply	PhP
2	4,920.00	6 gal	Semi- Gloss Latex Paint	<input type="checkbox"/> Comply	PhP
3	520.00	1 gal	Paint Thinner	<input type="checkbox"/> Comply	PhP
4	560.00	1 gal	Laquer Thinner	<input type="checkbox"/> Comply	PhP
5	1,360.00	2 gal	Glazing Putty	<input type="checkbox"/> Comply	PhP
6	700.00	1 gal	Oil Wood Stain (Mahogany)	<input type="checkbox"/> Comply	PhP
7	1,190.00	1 gal	Polyurethane Reducer Floor Thinner	<input type="checkbox"/> Comply	PhP
8	1,200.00	1 gal	Polyurethane Sealer	<input type="checkbox"/> Comply	PhP
9	1,600.00	1 gal	Polyurethane Varnish Top Coat	<input type="checkbox"/> Comply	PhP
10	80.00	2 pcs	Paint Brush (2")	<input type="checkbox"/> Comply	PhP
11	360.00	4 pcs	Paint Brush (4")	<input type="checkbox"/> Comply	PhP
12	380.00	4pcs	Baby Roller Brush with Pan (4")	<input type="checkbox"/> Comply	PhP
13	174.00	6 pcs	Putty Knife	<input type="checkbox"/> Comply	PhP
14	346.00	2 pcs	Roller Paint # 9 w/ Tray	<input type="checkbox"/> Comply	PhP
15	72.00	6 pcs	Sand Paper #150 (carbide 12" x 12")	<input type="checkbox"/> Comply	PhP
16	72.00	6 pcs	Sand Paper #100 (carbide 12" x 12")	<input type="checkbox"/> Comply	PhP
17	68.00	4 pcs	Palette Knife w/o handle	<input type="checkbox"/> Comply	PhP
18	180.00	2 kg	Rugs	<input type="checkbox"/> Comply	PhP
<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	PhP
2	1,300.00	2 set	Door Knob	<input type="checkbox"/> Comply	PhP
3	1,500.00	6 pairs	3" x 4" Stainless Hinges	<input type="checkbox"/> Comply	PhP
XX	XXXXXXXX	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)