

PHILIPPINE POSTAL CORPORATION

RFQ# 025-02-25
(Canvass Number)

28-Feb-25
(Date)

REQUEST FOR QUOTATION

(Name of Company)

(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 **04 Marchy 2025 10:00 A.M.** at the Annex II Building, MCPO, Manila

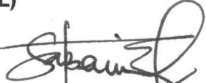
NAME OF PROJECT: Procurement of one (1)- Printing and Delivery of Stamps, Souvenir Sheet and OFDCE featuring JELLY FISH

General Conditions:

- 1 All entries must be typewritten or legibly written.
- 2 The valid Philgeps Registration Certificate/Number, Mayor's or Business Permit, Income/Business Tax Return and Revised Omnibus Sworn Statement (duly Notarized) 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 (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 and upon receipt of approved final proof of design.
- 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 submit a duly signed quotation together with the 2024 documentary requirements.

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

Very truly yours,


SATURNINO A. BERNALDES, JR.
 Procurement Div., LPMD

NOTE:
For issue to PPMD-OPMG

Item No.	ABC (PhP)	Qty./ Unit	SPECIFICATIONS	Financial Proposal	
				Unit Price	Total Amount
JELLY FISH					
1	73,100.00	10,000 pcs	Stamps (blk of 4)- 16 on.	<input type="checkbox"/> Comply	P P
2	53,980.00	2,000 pcs.	Souvenir sheet	<input type="checkbox"/> Comply	
3	3,440.00	400 pcs	Official First day Cover Envelope	<input type="checkbox"/> Comply	
			Spifications:		
			1. Design - (Please see attached Lay-out).		
			2. Stamp- (Please see attached Lay-out) Size: 4cm. x 3cm.		
			3. Souvenir sheet- (please see attached Lay-out for design) size: 4.4cm x 7cm		
			4. OFDCE- standard size, 19mm x 11mm		
			5. Printing Technique - Offset lithography, four colors		
			6. Paper - security or substrate, guaranted exclusively milled security paper, for PHLPost, 110 +- 5gsm , 21% or below decaying percentage, non-curling, unwatermarked invisible phosphorescent security feature, embedded security fiber, estimated quantity, 100% utilized during printing, estimate 10% of printing errors.		
			7. Ink - Special Offset Ink (Process Ink), phosphorescent ink for security feature		
			8. Packaging - 100 pieces per bundle, vacuum packed bundle		
			9. Adhesive- food grade, starch-based strength of adhesiveness		
	XXXXXXXX	XXXXXXXX	XX		
Total	130,520.00				PhP

Date of Delivery: _____

(Signature Over Printed Name)

Option: _____

(Telephone Number)