PHILIPPINE POSTAL CORPORATION

RFQ# 028-03-25
(Canvass Number)

12-Mar-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 **17 March 2025 10:00 A.M.** at the Annex II Building, MCPO, Manila

NAME OF PROJECT: **Procurement of one (1) lot- Supply and Delivery of various Janitorial Supplies and Materials (10 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 (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.
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 2025 documentary requirements.
   (FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR PROPOSAL)

Very truly yours,

SATURNINO A. BERNALES, JR.
Acting Chief Procurement Div., LPMD

NOTE:
For issue to Maintenance and Miscellaneous Division, GSD

Item No.	ABC (PhP)	Qty./ Unit	SPECIFICATIONS		Financial Proposal	
					Unit Price	Total Amount
1	19,680.00	12 sets	Foot Pedal Trash Bin w/ cover, 30 lits (1 black & 1 blue)	☐ Comply	₱	₱
2	15,200.00	5 sets	Foot Pedal Trash Bin w/ cover, 80 lits (1 black & 1 blue)	☐ Comply	₱	₱
3	1,120.00	7 pcs	Pail w/ cover, 10 lits w/ cover (green color)	☐ Comply	₱	₱
4	8,000.00	2 pcs	Trash bin w/ wheels w/ cover, 100lits (Black & Blue)	☐ Comply	₱	₱
5	4,000.00	500 pcs	Trash bag, large, black, thick	☐ Comply	₱	₱
6	4,000.00	500 pcs	Trash bag, large, blue, thick	☐ Comply	₱	₱
7	5,000.00	500 pcs	Trash bag, XL, black, thick	☐ Comply	₱	₱
8	5,000.00	500 pcs	Trash bag, XL, blue. thick	☐ Comply	₱	₱
9	6,000.00	500 pcs	Trash bag, XXL, black, thick	☐ Comply	₱	₱
10	6,000.00	500 pcs	Trash bag, XXL, gray or black, thick	☐ Comply	₱	₱
	xxxxxxxx	xxxxxxxx	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx			
Total	**74,000.00**					**PhP**

Date of Delivery: _____

_____
(Signature Over Printed Name)

Option: _____

_____
(Telephone Number)

PR NO. 035-02-25 dated 20 January 2025