

PHILIPPINE POSTAL CORPORATION

(Canvass Number)

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

NAME OF PROJECT: Procurement of one (1) lot- Printing and Delivery of Stamps and OFDCE featuring "Philippines-India 75 years Diplomatic Relations"

General Conditions:

- 1 All entries must be typewritten or legibly written.
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
- 2 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 twenty (20) 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 Postshop, Philately and Museum Division, OPMG

Item No.	ABC (PhP)	Qty./ Unit	SPECIFICATIONS		Financial Proposal	
					Unit Price	Total Amount
			PHILIPPINES - INDIA 75 Years Diplomatic Relations			
			Date of Issue: 1 August 2025			
1	152,400.00	20,000 pcs	Stamps (Se-tenant pair) - 16 on.	<input type="checkbox"/> Comply	₱	₱
2	9,370.00	1,000 pcs	Official First Day Cover Envelope	<input type="checkbox"/> Comply	₱	₱
			Specifications:			
			1. Design - (Please see attached Lay-out).			
			2. Stamp - Size: 4.4cm x 4.4cm			
			3. OFDCE- standard size, 19mm x 11mm			
			4. Paper - security or substrate, guaranteed exclusively milled security paper, for PHLPost, 110+ -5gsm , 21% or below decaying percentage, non-curling, unwatermarked invinsible phosphorescent security feature, embedded security fiber, estimated quantity, 100% utilized during printing, estimate 10% of printing errors.			
			5. Printing Technique - Offset lithography, four colors			
			6. Ink - Special Offset Ink (Process Ink), phosphorescent ink for security feature			
			7. Packaging - 100 pieces per bundle, vacuum packed bundle			
			8. Adhesive- food grade, starch-based strength of adhesiveness			
	xxxxxxxx	xxxxxxxx	xx			
Total	161,770.00					PhP

Date of Delivery: _____

(Signature Over Printed Name)

Option: _____

(Telephone Number)

PR NO. 104-07-25 dated 02 July 2025