**PHILIPPINE POSTAL CORPORATION**

**RFQ# 153-10-25**
(Canvass Number)

**27-Oct-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 **November 03, 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 Official First Day Cover Envelope featuring "Philippine Mythical Creatures 2"**

**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 Twenty (20) calendar days commencing on the date of receipt of PO/Notice to Proceed and Final Proofing 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 2025 documentary requirements.
   **(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR PROPOSAL)**

Very truly yours,

**Mayeth E. Bagnari**
Acting Chief Procurement Div., LPMD

**NOTE:**
For issue to Post Shop, Philately and Museum Division, Business Lines Department

| Item No. | ABC (PhP) | Qty./ Unit | SPECIFICATIONS | | Financial Proposal | |
|---|---|---|---|---|---|---|
| | | | | | Unit Price | Total Amount |
| | | | **PHILIPPINE MYTHICAL CREATURES 2** | | | |
| 1 | 122,000.00 | 20,000 pcs. | Stamps (16 on.) | ☐ Comply | ₱ | ₱ |
| 2 | 9,100.00 | 1,000 pcs | Official First Day Cover Envelope | ☐ Comply | ₱ | ₱ |
| | | | x-x-x-x- nothing follows-x-x-x-x | | | |
| | | | **Specifications:** | | | |
| | | | 1. Design - (Please see attached Lay-out). | | | |
| | | | 2. Stamp - (Please see attached Lay-out). | | | |
| | | | 3. OFDCE- standard size, 19mm x 11mm | | | |
| | | | 4. Printing Technique - Offset lithography, four colors | | | |
| | | | 5. Paper - security or substrate, guaranted exclusively milled security paper, for PHLPost, 110+ -5gsm , 21% or below decaying percentage, non-curling, unwatermarked invinsible phosporescent security feature, embedded security fiber, estimated quantity, 100% utilized during printing, estimate 10% of printing errors. | | | |
| | | | 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 | xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx | | | |
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| **Total** | **131,100.00** | | | | | **PhP** |

Date of Delivery: _____

_____
(Signature Over Printed Name )

Option: _____

_____
(Telephone Number)

***PR NO. 144-10-25 dated 21 October 2025***