PHILIPPINE POSTAL CORPORATION

RFQ# 064-05-26
(Canvass Number)

28-May-26
(Date)

REQUEST FOR QUOTATION

(Name of Dealer)

(Address)

Gentlemen:

The Philippine Postal Corporation through its Bids and Awards Committee - Direct Contracting, Small Value Procurement and Negotiated Procurement invites all interested qualified Manufacturers/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 **June 01, 2026 10:00 A.M.** at the Annex II Building, MCPO, Manila

NAME OF PROJECT: **Procurement of supply and delivery of Rain Coats**

General Conditions:

1. All entries must be typewritten or legibly written.
2. The valid Philgeps Registration Certificate/Number, Mayor's or Business Permit, Notarized NGPA format Omnibus Sworn Statement, Tax Return and Original Tax Clearance 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 beFifteen (15) calendar days commencing on the date of receipt of PO/Notice to Proceed and upon receipt of approved final proof of sample.
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 2026 documentary requirements. **(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR PROPOSAL)**

Very truly yours,

GUZMAN B. MELGAREJO, JR.
Acting Manager, LPMD

NOTE:
For Issue to Human Resources Management Department

Item No.	ABC (PhP)	Qty./ Unit	DESCRIPTIONS		Financial Proposal	
					Unit Price	Total Amount
1	788,900.00	1,127 pcs.	**Rain Coats**	☐ Comply	₱	₱
			Material: High-quality waterproof (pre-coated nylon or equivalent)			
			Design: Two-piece (Jacket w/ hood and pants) or full-body suit			
			Features:			
			Adjustable Hood w/ drawstring			
			Front Zipper w/ storm flap			
			Reflective strips for visibility			
			Lightweight and breathable			
			Color: Preferably RED w/ Agency Markings/ Logo			
			Sizes: assorted (S,M,L,XL,XXL)			
			Durability: Tear resistant and suitable for daily outdoor use			
			x-x-x-x- nothing follows -x-x-x-x			
Total	**788,900.00**					**PhP**

Date of Delivery: _____

(Signature Over Printed Name of Dealer)

Option: _____

(Telephone Number/e-mail address)