PHILIPPINE POSTAL CORPORATION

RFQ# 117-09-26
(Canvass Number)

14-Sep-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 **21 September 2026 10:00 A.M.** at the Annex II Building, MCPO, Manila

NAME OF PROJECT: **Procurement of one (1) lot - Supply and delivery of Various Batteries**

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 Omnibus Sworn Statement and Income/BusinessTax Return 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 fifteen (15) 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 indicate the correct, accurate and complete information including the BRAND NAME and MODEL NO. of the offered item(s) or product.
8. 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 Network and Transport Department

Item No.	ABC (PhP)	Qty./ Unit	DESCRIPTIONS		Financial Proposal	
					Unit Price	Total Amount
1	340,981.50	50 pcs.	3SMF Battery (for L300_10W)	☐ Comply	₱	₱
2	253,568.50	50 pcs.	NS60 Battery (for small vans)	☐ Comply	₱	₱
3	119,229.00	10 pcs.	4D Battery (for tractor head_10W)	☐ Comply	₱	₱
			x-x-x-x- nothing follows -x-x-x-x			
Total	**713,779.00**					**PhP**

Date of Delivery: _____

_____
(Signature Over Printed Name of Dealer)

Option: _____

_____
(Telephone Number/e-mail address)

PR NO. 086-08-26 dated 24 Aug 2026