



Republic of the Philippines
Office of the Solicitor General
Request for Quotation

To: _____
Tel. No.: _____
Fax No. _____
Attention: _____

Date: December 11, 2023
Quotation #: PS 023-12-181-A
ABC: _____

Sir/Madam:

Please quote your lowest price on the items/s listed below, stating the shortest time of delivery and submit this from duly signed by your representative.

RODRIGO L. OJENAL
SAO, Administrative Division

To be filled-out by Supplier:

ITEM NO:	ITEM & DESCRIPTION	QTY	UNIT	BRAND	UNIT PRICE	TOTAL PRICE
1	<p>Procurement of Common Use Office Supplies and Packaging Supplies for Divisions to be Relocated:</p> <p>DOCUMENT FILE BOX With Cover and Handle; Heavy Duty Size - Inside Dimension (W x H x L): est. 12.25" x 10" x 15.25" Outside Dimension (W x H x L): est. 13" x 10.5" x 15.5" Binded Double Wall</p> <p>Note: All suppliers/bidders are required to send a sample for technical evaluation of end-user. Estimated sizes are minimum only. The supplier may be allowed to deviate from the measurement of this RFQ provided that said deviations will be greater than those stipulated.</p> <p>(Price Vat-Included)</p>	8227	boxes			

Delivery Period: _____
Warranty: _____
Price Validity: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE

Note:

- Please quote within ___ days from the date of RFQ.
- Bidders must submit current and valid documentary legal requirements upon sending the filled out quotation
 - Mayor's / Business Permit;
 - PhilGEPS Registration Number: _____ Membership: Platinum Red
 - Income / Business Tax Return (for Small Value Procurement, above Php500,000);
 - Omnibus Sworn Statement for Small Value Procurement (for above P50,000 - Notarized OSS is required);
 - Bidders who have previously submitted the above legal requirements may no longer require its re-submission.

Sir,
I hereby certify under oath that I have personally conducted this canvass, which the price/s quoted are true and correct, and the signature of representative of the company submitting the quotation is genuine.


ANNA LORAIN C. ALVIAR / JOSEPHINE ALCASAREN / MA. DESIREE C. ANDAYA
SIGNATURE OF CANVASSER

For more information, you may contact us:

Telephone: 8836-3314
Telefax: 8813-1174

Please send your quotation to:

rfq.osgprocurement@gmail.com