



Republic of the Philippines  
Office of the Solicitor General

# Request for Quotation

To: \_\_\_\_\_  
Tel. No.: \_\_\_\_\_  
Fax No. \_\_\_\_\_

Date: \_\_\_\_\_  
Quotation #: PS-20-01-008  
ABC: \_\_\_\_\_

Attention: \_\_\_\_\_

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	UNIT	TOTAL
1	<b>Procurement of:</b> <b>Door signage/Lawyer's Name, with brass plate, embossed text on black background, with hook</b> Size: 12" x 4", solid wood frame 11" x 3", brass metal plate * Associate Solicitor SHANNON ALYSSA L. SANTOS * Associate Solicitor JAVED D. FOGATA * Associate Solicitor SAMUELITO NANI P. PAGDILAO * Associate Solicitor ANGELIQUE M. MENDOZA	4	pcs		
2	<b>Acrylic Cubicle Signages</b> Thickness: 1/8" Sandwich type Dimension: 10"x2" (LxW), 1-line only (See attached names)	21	pcs		
<b>(Price Vat-Included)</b>					

Delivery Period: \_\_\_\_\_  
Warranty: \_\_\_\_\_  
Price Validity: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE

Note:

1. Please quote within 3 days from the date of RFQ.
2. Bidders must submit current and valid documentary legal requirements upon sending the filled out quotation
  - a.  Mayor's / Business Permit;
  - b.  PhilGEPS Registration Number: \_\_\_\_\_ Membership:  Platinum  Red
  - c.  Income / Business Tax Return (for Small Value Procurement);
  - d.  Omnibus Sworn Statement for Small Value Procurement (upon signing of Purchase Order);
  - e.  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.

**RUEL BERMUDEZ**  
SIGNATURE OF CANVASSER

**For more information, you may contact us:**

Telephone: 8836-3314  
Telefax: 8813-1174

**Please send your quotation to:**

*rbermudez.osg@gmail.com / icdalluay@osg.gov.ph / 02.choinks.72@gmail.com*