



Republic of the Philippines  
Office of the Solicitor General

**Request for Quotation**

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

Date: February 17, 2020  
Quotation #: PS-020-02-027  
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	UNIT	TOTAL
1	<b>Procurement of:</b> <b>Acrylic Cubicle Name Plate</b> Thickness: 1/8", Sandwich type Dimension: 10"x2" (LxW),  1) Judy Ann A. Facistol 2) Noralyne F. Castelo 3) Rubby Jean S. Evangelista 4) Mercedita S. Suits 5) Alberto G. Castelo 6) Jimmy D. Nhur 7) Maria Adelueza O. Dacanay 8) Rona B. Candido 9) Elsie R. Tanay 10) Ray Charlie V. Alegre 11) Jose Cecilio R. Ifurung 12) Mariella M. Gameng 13) Flora A. Panaga 14) Ma. Regine S. De Los Reyes 15) Gina T. Ramos 16) Eva Marie F. Gaoiran 17) Reynaldo E. Tolentino 18) Gary R. Sulit 19) Gladys Laiza J. Padrihan 20) Irmina B. Babasa 21) Henry P. Belen  (Price Vat-Included)	21			

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