



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

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

Date: June 20, 2023
Quotation #: PS 023-06-092
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	U PRICE	TOTAL PRICE
1	<p>Additional Amenities Requirements for the Lease of Venue with Catering Services (Food, and Tables and Chairs Set up) for OSG Anniversary Celebration:</p> <p><i>Event Place: Rizal Park Hotel; Ballroom 1, 2 & 3</i> <i>Event Date: June 23, 2023: 6:00pm - 10:00pm</i></p> <p>Additional Scope of Services: Rental of Lighting Equipments One set of Moving Head Beam Lights Two Sets of Par Lights Lease of Executive Room (at least 2 hours)</p> <p>Note: Supplementary Contract to PO 023-06-085</p> <p>(Price Vat-Included)</p>					

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 above P500K);
 - d Omnibus Sworn Statement for Small Value Procurement (for ABC of P50,000 and above, Notarized OSS is required upon signing of PO);
 - 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.

ANNA LORRAINE C. ALVIAR / RHODORA T. CARDEL
SIGNATURE OF CANVASSER

For more information, you may contact us:

Telephone: 8836-3314
Telefax: 8813-1174

Please send your quotation to: