

**PURCHASE REQUEST**  
**OFFICE OF THE SOLICITOR GENERAL**  
 (Agency)

2024 OCT 28 10:55  
 TCK

Department: **Various Legal Divisions** PR No. 024-10-240 (EPA2025) Date: **October 28, 2024**  
 Section: SAI No. Date:

Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
	Lot	<p><b>PROCUREMENT, DELIVERY AND ASSEMBLE OF SEMI-EXPENDABLE PROPERTIES</b></p> <p><b>SPECIFICATIONS FOR SEMI-EXPENDABLE FURNITURE AND FIXTURES:</b></p> <p><b>A. ASG TABLE OF RELOCATED OFFICES</b></p> <p><b>i. Assistant Solicitor General Table - 2 Sets</b></p> <p><i>Minimum Specifications:</i>                      Wood: High Pressured Laminated (HPL)                      Color: Mahogany or wedge                      L-Type Table                      With Grommet                      Three (3) Layers Wooden Mobile Pedestal Cabinet with Lock and Key (Size: 40cmL x 55cmW x 65cmH)                      Wooden Side Table with Lock and Key (size: 90cmL x 45cmW x 76cmH)                      Estimated Size/Dimension: 160cm(L) x 80cm(W) x 76cm(H)</p> <p><b>B. CHAIRS OF RELOCATED OFFICES</b></p> <p><b>i. Assistant Solicitor General Chair - 8 pcs</b></p> <p><i>Minimum Specifications:</i>                      Leatherette Seat and Backrest                      Fixed PP Armrest with Padding                      Pneumatic Seat Height Adjustment                      Tilting Mechanism                      With Five Star Chrome Base &amp; Nylon Casters                      Estimated Size/Dimension: 65.5cm(W) x 68cm(D) x 127cm(H)</p> <p><b>ii. Lawyer's Chair - 60 pcs</b></p> <p><i>Minimum Specifications:</i>                      Nylon Mesh Back and Foam Padded Seat                      With Headrest                      Adjustable Armrests and Lumbar Support                      Tilting Mechanism/Recline Function                      Gas Lift Height Adjustment                      Chrome Metal Base                      Estimated Size/Dimension: 62cm(W) x 50cm(D) x 110cm(H)</p> <p><b>iii. Secretary's Chair - 111 pcs</b></p> <p><i>Minimum Specifications:</i>                      Black Fabric with Arm Rest                      Midback and Foam Padded Seat                      Mesh Back                      Tilting Mechanism/Recline Function                      Gas Lift Height Adjustment                      Chrome Metal Base                      Estimated Size/Dimension: 50cm(W) x 45cm(D) x 100cm(H)</p>	1	Php 2,255,000.00	Php 2,255,000.00

OFFICE OF THE SOLICITOR GENERAL  
**RECEIVED**  
 30 OCT 2024  
 FINANCIAL MANAGEMENT SERVICE  
 By: *TCK 9:21 AM*



**iv. Assistant Solicitor General Visitor's Chair - 14 pcs**

*Minimum Specifications:*

Black Fabric  
With 4 Metal Leg/Sled Base (Chrome Finished)  
Polypropylene Seat Rest  
Backrest – Mesh Type  
Estimated Size/Dimension: Size: 47cm(W) x 43cm(D) x 79cm(H)

**v. Conference Chair (Conference Room) - 8 pcs**

*Minimum Specifications:*

Black Fabric, Mesh Back and Headrest  
With 4 Armrest and Tension Lumbar Support  
Pneumatic Seat Height Adjustment  
Aluminum Based Legs with Nylon Caster  
Estimated Size/Dimension: Size: 62cm(W) x 60cm(D) x 115-125cm(H)

**C. MOBILE PEDESTAL CABINETS**

**i. Mobile Pedestal Cabinets - 124 pcs**

*Minimum Specifications:*

Three (3) Drawers, Metal Powder Coated with Central Lock  
Color: Powder Coated Light Gray Finish  
Estimated Size/Dimension: 40cm(L) x 55cm(W) x 65cm(H)

*Note: All sizes may vary up to 10% difference in the stated measurements.*

*Please see attached Terms of Reference:*

- I. Minimum Specifications, Approved Budget for the Contract, Delivery Schedule
- II. Mode of Procurement
- III. Qualifications of the Contractor
- IV. Warranties of the Contractor
- V. Terms of Payment



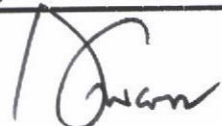
Delivery should be completed within Sixty (60) calendar days from receipt of Notice to Proceed (NTP).

*Attached: Memorandum and Approved Terms of Reference (TOR) from Technical Working Group of the Property, Plant & Equipment and Semi-Expendable Properties*

<p><b>FUNDS AVAILABLE:</b></p>  <p><b>BERNADETTE M. LIM</b> DIRECTOR IV</p>
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Amount in Words: **TWO MILLION TWO HUNDRED FIFTY FIVE THOUSAND PESOS ONLY** Php 2,255,000.00

Purpose: **For Bidding (Early Procurement Activity FY 2025)**

Prepared By:	Recommending Approval:	Approved by:
		
<b>ANGELITO E. FRIAS</b>	<b>EDITHA R. BUENDIA</b>	<b>MENARDO I. GUEVARRA</b>
Administrative Officer V	Director IV, HRMAS	Solicitor General