



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

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

Date: February 15, 2023
 Quotation #: PS-023-02-022
 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	PREVENTIVE MAINTENANCE SERVICE: For 45,000 KM Check-up for Vehicle Model: Toyota Corolla Altis 1.6G M/T *Includes replacement of various parts as necessary. Note: For OSG Service Vehicle with Conduction Sticker No. A7G253 (Price Vat-Included)	1	lot			

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 - for unnotarized; Notarized OSS is required upon signing of PO);
 - 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
 SIGNATURE OF CANVASSER

For more information, you may contact us:

Tel: (02) 8836-3314, (02) 8988-1674 loc 777
 Telefax: (02) 8813-1174

Please send your quotation to:

rfq.osgprocurement@gmail.com