



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

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

Date: October 17, 2023  
Quotation #: PS 023-10-148  
ABC: \_\_\_\_\_

Sir/Madam,

Please quote your lowest price on the items/s listed below, stating the shortest time of delivery and submit this form 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
	<p><b>Diagnosis, Supply of Labor and Materials for the Repair of Passenger Elevator 2 located at OSG Building, including dismantling and installation, with the following specifications:</b></p> <p><i>Initial Diagnosis</i></p> <p>Passenger Elevator 2 For Supply and Replacement of Set Motor VVVF, Plastic Guide Below, and Concentric Wheel</p> <p><i>Estimated Materials:</i></p> <p>Passenger Elevator 2: Set Motor VVVF Plastic Guide Below Concentric Wheel D=48</p> <p>Note: Service Provider must warrant that in case of defective delivered/replaced item upon usage of the end-user, it will be subject for replacement.</p> <p><b>(Price Vat-Included)</b></p>					

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

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

Note

1. Please quote within \_\_\_ days from the date of receipt/posting 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)
  - 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:**

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

**Please send your quotation to:**

[rfq.osgprocurement@gmail.com](mailto:rfq.osgprocurement@gmail.com)