



Republic of the Philippines  
Office of the Solicitor General

## Request for Quotation

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

Date: October 18, 2023  
Quotation #: PS 023-10-149  
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	<p><b>Procurement of Parts for the Repair of ICT Equipment:</b></p> <p><b>EXCHANGE ROLLER KIT</b></p> <p><i>Technical Specification</i> Compatible to Canon Image Formula DR-G2110 Original, Heavy Duty For Document Scanner with SN JG401120</p> <p>Supplier must provide warranty in case if found defective upon usage of end-user.</p> <p><b>(Price Vat-Included)</b></p>	1	SET			

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

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

**Note:**

1. Please quote within \_\_\_ 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. Notanized 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 LORAIN C. ALVIAR / SONNY S. BERMUDEZ  
SIGNATURE OF CANVASSER

For more information, you may contact us:

Telephone 8836-3314  
Telefax: 8813-1174

Please send your quotation to: