



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

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

Date: November 13, 2023
Quotation # PS-023-11-163-A
ABC: _____

Attention: _____

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
	<p>Procurement of: CUSTOMIZED TOKENS FOR THE CELEBRATION OF THE 18-DAY CAMPAIGN TO END VIOLENCE AGAINST WOMEN (VAW)</p> <p>Minimum Inclusions: INSULATED TUMBLER Design: For Hot and Cold Beverage Material: Stainless Steel; Color: White or Orange Quantity: 150 pcs Print: UV Print; Colored a. OSG-GFPS Logo: Size: 4.5cm H x 4.5cm W; Location of logo will be finalized upon approval of end-user</p> <p>NOTEBOOK Design: Softbound notebook; Lined Pages Size: A5 Size; With Ribbon Bookmark; Color: White or Orange Quantity: 150 pcs Print: Colored a. OSG-GFPS Logo: Size: 6.5cm H x 6.5cm W; Location of logo will be finalized upon approval of end-user</p> <p>BALLPEN Ballpoint; Retractable; Ink Color: Black; Color: White or Orange Quantity: 150 pcs Print: Colored a. OSG-GFPS Logo: Location and size is for approval of end-user</p> <p>General Specifications: All materials must be made of high quality materials, and not easily damaged. Print must be high quality, intricate and readable. Delivery Period: All items must be delivered in good quality and condition on or before by November 27, 2023. <i>Note: Supplier is required to provide sample items along with similar print for technical evaluation.</i></p> <p style="text-align: center;">(Price Vat-Included)</p>	1	LOT			

Delivery Period: _____
Warranty: _____
Price Validity: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE

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).
 - 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 / RHODORA T. CARDEL
SIGNATURE OF CANVASSER

For more information, you may contact us:

Telephon: 8836-3314

Telefax: 8813-1174

Please send your quotation to:

rfq.osgprocurement@gmail.com

OSG-HA-QF-039

Rev.00 (05 July 2018)