



Republic of the Philippines  
Office of the Solicitor General

**Request for Quotation**

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

Date: February 19, 2024  
Quotation #: PS 024-02-035  
ABC: \_\_\_\_\_

Attention: \_\_\_\_\_

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
1	<b>Procurement of Janitorial Supplies:</b>  <b>DISPOSABLE GLOVES</b> - Material: Natural High Quality Latex - Size Distribution: Small - 10 boxes Medium - 10 boxes Large - 12 boxes - Type: Powder Free; Non-sterile; - Design & Features: Polymer Coated or Online Chlorinated, Ambidextrous; Smooth or Textured Cuff; Beaded Cuff; - Packaging: 50 pairs per box - Thick - FDA Approved: (with FDA certificate)  <i>Note: All suppliers/bidders are required to send a sample for technical evaluation of actual product.</i>  (Price Vat-Included)	32	boxes			

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 P50,000 and above - Notarized OSS is required.);
  - 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.

*alcasaren* *Marijoie V. Castillo*  
**JOSEPHINE C. ALCASAREN / MARIJOIE V. CASTILLO**  
SIGNATURE OF CANVASSER

*For more information, you may contact us:*

Telephone: 8836-3314  
Telefax: 8813-1174

*Please send your quotation to:*

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