



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

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

Date: May 30, 2024  
Quotation # PS 024-05-094  
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
1	<p><b>SUPPLY OF LABOR AND MATERIALS FOR THE CIVIL, MECHANICAL, AND ELECTRICAL WORKS PRIOR TO THE INSTALLATION OF SMART DATA CABINET</b></p> <p><i>Delivery Address:</i> 7th Floor, CONVERGYS ONE BUILDING 6796 Ayala Avenue cor. Salcedo St., Legaspi Village, Makati City; and</p> <p><i>Delivery Term:</i> 30 days upon receipt of Purchase Order</p> <p><i>Scope of Services:</i></p> <ol style="list-style-type: none"> <li>1. Mobilization and Demobilization</li> <li>2. Preparation of Proposed and As-built Plans for the Mechanical and Electrical Works.</li> <li>3. Preparation of processing of necessary permits which may be required by the building admin (APMC), Local Government Unit, and other public/private entities.</li> <li>4. Supply, fabrication, and installation of the following:               <ol style="list-style-type: none"> <li>a. Drain Pipe Line</li> <li>b. Electrical Works</li> </ol> </li> <li>5. Supply, fabrication, and installation of air-ducting of the existing exhaust in the building</li> <li>6. Testing and Commissioning</li> <li>7. Hauling of Debris</li> </ol> <p><i>Other Requirements:</i> The Contractor shall provide all materials, equipment, tools, apparatus, transportation, labor, and supervision required to implement the project. All interested Contractor shall conduct an ocular inspection of the site prior to submission of proposals to ensure that all conditions that may affect the project are considered. The OSG will issue a Certificate of Ocular Inspection which will be part of technical evaluation</p> <p><i>Note: Attached herewith the Technical Specifications for the detailed Scope of Works and Requirements for the said project. All suppliers is required to provide Statement of Compliance with the attached Technical Specifications, and will be part of Technical Evaluation. Listed Scope of Works is minimum scope of work, supplier is allowed to deviate provided that it is stated in a separate provision in the quotation and approved by the end-user.</i></p> <p align="center"><b>(Price Vat-Included)</b></p>	1	LOT			

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; Notarized OSS is required.);

e. [ ] Bidders who have previously submitted the above legal requirements may no longer require its re-submission.

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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*  
JOSEPHINE C. ALCASAREN / SONNY S. BERMUDEZ / ANGELITO E. FRIAS  
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:***

[rfp-cp-procurement@gmail.com](mailto:rfp-cp-procurement@gmail.com)

OSG-HA-QF-039

Rev.00 (05 July 2018)