



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

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

Date: May 15, 2024
Quotation #: PS 024-05-105
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
Procurement of Common-use Office - ICT SUPPLIES:						
1	FLASHDRIVE, 16GB Storage Size: 16GB; Interface: USB 3.0 Compatibility: USB 3.0 (backwards compatible with USB 2.0) Plug and Play With Strap or Holder	33	units			
2	FLASHDRIVE, 32GB Storage Size: 32GB; Interface: USB 3.0 Compatibility: USB 3.0 (backwards compatible with USB 2.0) Plug and Play With Strap or Holder	364	units			
3	OPTICAL MOUSE, USB TYPE Connectivity: USB; Sensor: Optical; Resolution: At least DPI 1600 Buttons: Left, Middle & Right Button; Scroll Wheel Direction: Two-Way Cable Length: At least 150cm Compatible with MAC & Windows	25	units			
4	KEYBOARD, USB TYPE Keycaps: A Shape, Round Edge Hotkeys: 12FN Multimedia Hotkeys; Print of Characters: Laser Engraved Cable Length: At least 150cm Connectivity: USB Type Compatible with MAC & Windows	46	units			
5	LAPTOP CHARGER Original; Compatible to Lenovo L460/L470 Input: 100-240V - 1.8A 50-60Hz Output: 20V - 3.25A Warranty: At least one (1) year	18	units			
6	USB HUB 3.0 MULTI TYPE-A - 4 PORT Output: At least 4 x USB 3.0 Type A Ports Input 1 x 3.0 USB Type A; Maximum Data Transfer Rate: USB 3.0: 5Gbps USB 2.0: 48Mbps; Power: DC5V; Plug and Play Wire Length: At least one meter or above	3	units			
7	AUTOMATIC VOLTAGE REGULATOR Voltage: 220V AVR; Watts: 500 Watts Max. Capacity: 50VA; Fuse: 5A Socket: At least 3 x 220V Casing: Metal; Response Time: Within 1 second Features: Short Circuit and Overload Protection; High Performance	7	units			
<p>Note: All intended suppliers must specify the brand and picture for technical evaluation of end-user. All items should include warranty, and supplier must warrant that in case of defective delivered item upon usage of the end-user, it will be subject for replacement. The supplier will be allowed to deviate from the measurement of this RFQ provided that said deviations will be equal or greater than those stipulated.</p> <p style="text-align: center;">(Price Vat-Included)</p>						

Delivery Period: _____
Warranty: _____
Price Validity: _____

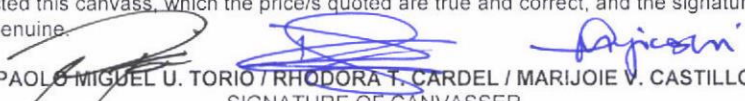
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SIGNATURE OF AUTHORIZED REPRESENTATIVE

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 Small Value Procurement, 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.


 PAOLO MIGUEL U. TORIO / RHODORA T. CARDEL / 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.osaprocurement@gmail.com

OSG-HA-QF-039
Rev.00 (05 July 2018)