



Republic of the Philippines
Office of the Solicitor General

Request for Quotation

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

Date: June 14, 2024
Quotation #: PS 024-06-122
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. QJENAL
SAO, Administrative Division

To be filled-out by Supplier:

| ITEM NO: | ITEM & DESCRIPTION | QTY | UNIT | BRAND | UNIT PRICE | TOTAL PRICE |
|----------|---|-----|------|-------|------------|-------------|
| 1 | <p>Procurement of Food relative to the Conduct of "Chief's Hour - OSG Legal Internship Program (OSG-LIP), inclusive of VAT, services charges, delivery charges, and other charges:</p> <p>Event Date: July 4, 2024 Delivery Address: Convergys One Building 6796 Ayala Avenue corner Salcedo St., Legaspi Village, Makati City. City</p> <p>No. of Pax: 90</p> <p>Minimum Inclusion: PACKED LUNCH Delivery Time: On or before 10:00am Serves in area specified by end-users Each set must contain at least of the following: One viand of fish based dish or quarter chicken dish One viand of vegetable dish Steamed Rice One variant of dessert (fruits or pastry) Beverage - Bottled Water and Juice <i>Note: No pork ingredients for all dishes</i></p> <p>Packaging Individually packed with utensils and tissues No single use plastics should be used including straw (except disposable utensils) and preferably recyclable food containers</p> <p>Quality: Delicious; Meals are prepared in proper, hygienic and safe place; Big Servings; Spill-free; Freshly made (not spoiled); Delivered at specified time; Supplier should warrant the agency that in case of spoilage and not good quality meals, they will replace and provide the same immediately.</p> | 1 | lot | | | |

| ITEM NO: | ITEM & DESCRIPTION | QTY | UNIT | BRAND | UNIT PRICE | TOTAL PRICE |
|----------|--|-----|------|-------|------------|-------------|
| | <p>Note: Supplier should provide at least 2 sample set for taste test and technical (esp. quality) evaluation of authorized representative of the agency on June 19, 2024. Sample set should be identical to the proposed menu set upon delivery if awarded. The stated quantity might differ upon actual delivery/PO. Supplier must provide option for rescheduling, and/or modification due to possible change in quarantine levels or agency announcement.</p> <p style="text-align: center;">(Price Vat-Included)</p> | | | | | |

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 Small Value Procurement);
 - d. Notarized Omnibus Sworn Statement is required; (for SVP with ABC of Php 50,000.00 and above
 - 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.

alcasaren
JOSEPHINE C. ALCASAREN / SONNY S. BERMUDEZ/ ANGELITO E. FRIAS
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

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Rev.00 (05 July 2018)