PURCHASE REQUEST

OFFICE OF THE SOLICITOR GENERAL

(Agency)

JUN 25 2025

Department: **ADMINISTRATIVE DIVISION**	PR No.	025-06-090	Date: June 13, 2025
Section:	SAI No.		Date:

Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
	Lot	**SUPPLY OF LABOR AND MATERIALS FOR THE REPAIR/CONVERSION OF FORMER CESAR C. BENGZON DIVISION INTO NEW OFFICE SPACE** The Office of the Solicitor General (OSG) intends to repair a total of 235 sq.m former Cezar Bengzon Division (to be converted into new office space) located at the Ground Hr., OSG Main Building, 134 Amorsolo St., Legaspi Village, Makati City **Approved Budget for the Contract** 1. The Approved Budget for the Contract (ABC) is **Three Million Five Hundred Thousand Pesos** inclusive of all government taxes, charges and other standard fees, including, but not limited to, payment for Business and other permits required for this purpose, which shall be applied for by the CONTRACTOR. **Scope of Works** 1.Dismantling Works of affected area; 2. Preparation of proposed and as —built plans for the New Space; 3. Supply, Installation and Fabrication of COA Filing Room; 4. Supply, Installation and Fabrication of SCN Office Space; 5. Supply, Installation and Fabrication of Vacant Room; 6. Supply, Installation and Fabrication of DMS office space; 7. Supply, Installation and Fabrication of Tiling Works at proposed hallway to the New Space; 8. Installation and Commissioning of Structured Cabling Systems of Bengzon Division: A total of 20 Nodes; 9. Hauling of debris materials; and 10. Cleaning before office hours. *Please see attached Terms of Reference (TOR):* *Rationale;* *Approved Budget for the Contract;* *Performance Security;* *Delivery Schedule / Payment Scheme;* *Responsibilities of Contractor;* *Qualifications of the Contractor;* *Scope of Works; and* *Project Design or Layout* *Attached:* *Memorandum from ASG Gilbert U. Medrano, TWG Chairperson and Approved Terms of Reference (TOR) from the Technical Working Group for for Repair of the Office of the Solicitor General (OSG) Main Building.*	1	Php 3,500,000.00 *VAT INCLUSIVE*	Php 3,500,000.00
		Three Million Five Hundred Thousand Pesos Only			**Php 3,500,000.00**
Purpose:		**For Public Bidding**			

FUNDS AVAILABLE:

MARIA ADELUEZA O. DACANAY
Officer-in-Charge
Financial Management Service

Prepared By:	Recommending Approval:	Approved by:
AOV MA. ALMA S. SY	**ASG GILBERT U. MEDRANO**	**DARLENE MARIE B. BERBERABE**
Member, TWG for Repair of the Office of the Solicitor General (OSG) Main Building	Chairperson, TWG for Repair of the Office of the Solicitor General (OSG) Main Building	Solicitor General