PURCHASE REQUEST
OFFICE OF THE SOLICITOR GENERAL
(Agency)

Department: HRMAS - Administrative Division
Section:

PR No. 025-11-182 (EPA2026)
SAI No.

Date: November 5, 2025

Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
	Lot	**PROCUREMENT OF FIVE (5) MOTORCYCLE FOR PROCESS SERVERS AND ADMINISTRATIVE ASSISTANTS OF THE OFFICE OF THE SOLICITOR GENERAL** *Minimum Technical Specifications:* Type / Category / Transmission - Automatic or CVT Displacement: At least 155cc but not exceeding 200cc Length: At least 1936mm but not exceeding 2000mm Width: At least 740mm but not exceeding 800mm Height: At least 1123mm but not exceeding 1200mm Curb Weight: At least 131kgs but not exceeding 135kgs Engine: Liquid cooled, 4-stroke, SOHC, 4-valve Starting System: Electric Engine Oil Capacity: At least 0.9 liter but not exceeding 1.10 liters Fuel Supply System: Fuel Injection Fuel Type: Gasoline Transmission Type: Automatic Tire Type: (Front and Rear) Tubeless Model: 2024/2025 *Warranty* : At least one year or 12,000 kms, whichever comes first *Terms of Delivery:* Units shall be delivered at the Office of the Solicitor General within 60 days after receipt of Notice to Proceed *Terms of Payment* Payment within 30 days from completion of delivery, issuance of Inspection and Acceptance Report by the OSG, and submission all other required documents if any *Please see attached Terms of Reference (TOR)* Technical Specification / Terms of Reference (TOR) * Function * Performance * Environmental Interface * Type/Category/Transmission * Displacement * Length * Width * Height * Curb Weight * Starting System * Engine Oil Capacity * Fuel Supply System * Fuel Type * Transmission Type * Tire Type (Front and Rear) * Model * Warranty * Inclusions * Accessories * Compliance with government guidelines / regulations * Other requirements * Terms of Delivery * Terms of Payment *Attached: Memorandum, Terms of Reference (TOR) and Market Study from Technical Working Group for procurement of Motorcycles*	1	Php 925,000.00 *VAT INCLUSIVE*	Php 925,000.00

FUNDS AVAILABLE: FOR NEP 2026
ASG SAMANTHA P. CAMITAN
OIC-Financial Management Service

Amount in Words:	**Nine Hundred Twenty Five Thousand Pesos Only**	Php **925,000.00**
Purpose:	For Bidding (Early Procurement Activity FY 2026)	

Prepared By:	Recommending Approval:	Approved by:
EDWIN M. BAGOS	**NILO ODILON L. PALESTROQUE**	**DARLENE MARIE B. BERBERABE**
Senior Administrative Assistant III	Director IV, DMS	Solicitor General