PURCHASE REQUEST

OFFICE OF THE SOLICITOR GENERAL

(Agency)

Department:	**CASE MANAGEMENT SERVICE**	PR No. 026 - 04 - 057	Date: April 29, 2026
Section:		SAI No.	Date:

Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
	unit	**PROCUREMENT OF ICT EQUIPMENT:** **Supply and Delivery of High-End Mobile WIFI Tablet with Accessories for OSG Executives** Objective: *In line with the Office of the Solicitor General's commitment to enhancing operational efficiency and promoting digital transformation, the procurement of mobile WIFI-enabled tablets for executive use has been identified as a strategic initiative. These devices will support the mobility and productivity of key officials by enabling secure access to official documents, communication platforms, and case management systems while on the move or working remotely. The integration of mobile technology into executive workflows is essential to ensure timely decision-making, seamless coordination, and improved responsiveness to legal and administrative matters.* ***Specific Requirements :*** a. The brand offered by the bidder must be included in the latest Top 3 of IDC's Worldwide Personal Computing Device Tracker for Mobile Tablet for the current year. b. The winning Bidder shall replace a factory-defective unit with a new unit with the same specifications provided within 30 days upon delivery of the item. c. During the repair period, the winning bidder shall provide a service unit with the same technical specifications. *Please see attached Terms of Reference (TOR):* *I. Scope* *II. Approved Budget for the Contract (ABC)* *III. Payment* *IV. Delivery* *V. Qualifications of the Supplier* *VI. Other provisions of RA 12009* *VII. Technical Specifications* *Attached: Memorandum from TWG Chairperson ASG Gilbert U. Medrano and Approved Terms of Reference from the Technical Working Group for Procurement of ICT Equipment*	40	Php 125,000.00 *VAT INCLUDED*	Php 5,000,000.00

FUNDS AVAILABLE:

RYAN C. THOMAS
Director IV
Financial Management Service

Amount in Words:	**Five Million Pesos Only**	**Php 5,000,000.00**
Purpose:	**For Bidding (Regular Procurement - FY 2026)**	

Prepared By:	Recommending Approval:	Approved by:
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