Republic of the Philippines
Office of the Solicitor General

Request for Quotation

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

Attention: _____

Date: July 1, 2025
Quotation #: PS-025-07-072
ABC: ₱48,160.00

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
	Diagnosis, supply of labor and materials for the repair and replacement of Landing Operating Panel (LOP) at 2nd Floor, and Car Fan for PE2 Schindler Elevator located at OSG Main Building					
1	*Initial Diagnosis:* 1. For replacement of parts: a. Landing Operating Panel (LOP) at 2nd flr., OSG Building b. Car Fan of Passenger Elevator (PE2) *Estimated Materials:* 1. LOPM5-UDAPD 2. Fan cpl *Note: Service Provider must warrant that in case of defective delivered/replaced item upon usage of the end-user, it will be subject for replacement.* **(Price Vat-Included)**	1	lot			

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 (50K Above);
e. [ ] Tax Clearance Certificate;
f. [ ] 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.

MARIJOIE V. CASTILLO / RHODORA T. CARDEL / ROBERT ADRIAN B. BORJA
SIGNATURE OF CANVASSERS

For more information, you may contact us:
Tel: (02) 8836-3314, (02) 8988-1674 loc 777
Telefax: (02) 8813-1174
Please send your quotation to:
rfq.osgprocurement@yahoo.com / osg.procurement@yahoo.com