Republic of the Philippines
Office of the Solicitor General

Request for Quotation

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

Attention: _____

Date: July 10, 2025
Quotati PS 025-07-081
ABC: ₱43,200.00

Sir/Madam:

Please quote your lowest price for the items listed below, indicate the shortest delivery time, and submit this form duly signed by your authorized representative.

RODRIGO L. OJENAL
SAO, Administrative Division

To be filled-out by Supplier:

ITEM NO:	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE

1	**SUPPLY, DELIVERY, AND INSTALLATION OF OSG LOGO FOR THE SOLICITOR GENERAL'S OFFICE ON THE 9TH FLOOR**
	
	Specifications:
	• Size: Diameter – at least 24"; Thickness – at least 1.5 mm
	• Marker Material: Stainless steel metal
	• Color: Full color, based on the official logo design
	• Engraving: Chemical etch engraving (logo and text) with sidings
	• General Specification:
	  ○ Logo must be made of metal and must not be deformed
	  ○ Engraving must be properly done—intricate, readable, and not prone to fading
	
	Note:
	The supplier is required to submit a sample work that follows the same specifications.
	If awarded, the supplier must obtain approval from the authorized representative of the end user for the layout and colors of each element.
	
	(Price Vat-Included)
		1	piece		

Delivery Period: _____
Warranty: _____
Price Validity: _____

_____
SIGNATURE OF AUTHORIZED REPRESENTATIVE

Note:

1. Please submit your quotation within ____ days from the date of this RFQ.
2. Bidders must submit current and valid legal documentary requirements along with the completed quotation:
   a. [ ] Mayor's / Business Permit
   b. [ ] PhilGEPS Registration Number: _____
      Membership: [ ] Platinum [ ] Red
   c. [ ] Income / Business Tax Return (for Small Value Procurement - for above ₱500,000)
   d. [ ] Notarized Omnibus Sworn Statement (for Small Value Procurement - for above ₱50,000)
   e. [ ] Tax Clearance Certificate
   f. [ ] Bidders who have previously submitted the above legal requirements may no longer be required to resubmit them.

Sir/Madam,

I hereby certify under oath that I have personally conducted this canvass, that the prices quoted are true and correct, and that the signature of the representative of the company submitting the quotation is genuine.

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

For more information, you may contact us:
Telephone: (02) 8988-1674 loc 777
Please send your quotation to:

osg.procurement@yahoo.com