Republic of the Philippines
Office of the Solicitor General

Request for Quotation

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

Attention: _____

Date: December 9, 2025
Quotation #: PS 025-12-134
ABC: ₱11,910.00

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	**DIAGNOSIS AND SUPPLY OF LABOR AND MATERIALS FOR THE REPAIR OF SERVICE VEHICLE** **MODEL:** 2024 Hino XZU730L Bus (Coaster) **PLATE NO.:** SDB 2335 **Scope of Work:** • Check the air-conditioning system of the unit • Check the air-conditioning lines • Replace sunction hose and discharge hose O-rings • Refill/recharge refrigerant **Warranty:** One (1) month after completion of the repair. In case of any defect in the performance within the scope of work, the unit shall be returned to the supplier for re-diagnosis and repair, free of charge. **Note:** The scope of work and estimated material quantities may vary upon the supplier's actual inspection. **(Price Vat-Included)**	1	lot		

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.

MICHELLE E. GOMEZ / FATHIA K. KARIM / CHRISTIAN D. BUAT
SIGNATURE OF CANVASSERS

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

osgprocurement@osg.gov.ph