Republic of the Philippines
Office of the Solicitor General

Request for Quotation

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

Attention: _____

Date: December 11, 2025
Quotation #: PS 025-12-137
ABC: ₱37,196.00

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	BRAND	UNIT PRICE	TOTAL PRICE
1	**PROCUREMENT OF ALUMINUM ALLOY CLIMB STAIRS TROLLEY** **Specificatrions:** • Materials: Aluminum alloy / steel / metal • Wheel Materials: Rubber • Base Plate: Aluminum alloy • Weight Capacity: At least 125 kg • Type: Foldable • Weight Capacity: At least 125 kg • Other Features: Adjustable handle; securing belt; inline wheels *Note: The supplier is required to submit a brochure/picture of the offered brand for the technical evaluation of the authorized representative of the end-user. The supplier must warrant that, in the event the item is found defective upon use by the end-user, it will be replaced free of charge. The supplier may deviate from the measurements of this RFQ, provided that such deviations are equal to or greater than those stipulated.* **(Price Vat-Included)**	2	unit			

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.

MARIJOIE V. CASTILLO / RHODORA T. CARDEL / IESEN LOUIES M. JIMENEZ
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