Republic of the Philippines
Office of the Solicitor General

# Request for Quotation

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

Attention: _____

Date: December 4, 2025
Quotation #: PS-025-12-133
ABC: ₱900,000.00

**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 | **Procurement of ICT Subcription:**<br>**VEEAM Availability Suite Backup for Virtual Machine Solution**<br>• Part No.: V-ADVVUL-1IMU1AR-00<br>• Description: Data Platform Advanced Subscription Universal<br>• Edition: Includes Enterprise Plus Edition<br>• Subscription Duration: December 19, 2025 to December 18,<br>• Quantity: Fifty (50) instances<br>• Inclusions: One (1) year Software Maintenance and Technical<br>**Support Requirement:**<br>Provide 24/7 helpdesk phone and email technical support with a thirty (30) minute response time for incidents related to the VEEAM software licenses.<br>**Note:**<br>• The Supplier is required to provide a certification proving authorized reseller status of the brand offered, issued by the manufacturer or vendor.<br>• The Supplier is required to submit a Statement of Compliance.<br>**(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.

**MEYNARD B. BAPTISTA/SONNY S. BERMUDEZ/ASHLIE T. ABLES/PAOLO MIGUEL U. TORIO**
SIGNATURE OF CANVASSERS

***For more information, you may contact us:***
Tel: (02) 8836-3314, (02) 8988-1674 loc 777
***Please send your quotation to:***

osgprocurement@osg.gov.ph