Republic of the Philippines
Office of the Solicitor General

Request for Quotation

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

Date: January 5, 2026
Quotation #: PS 026-01-002
ABC: ₱659,568.00

Attention: _____

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
1	**Procurement of:** **One (1) Year Supply and Weekly Delivery of Purified Drinking Water with Free Use of Hot and Cold-Water Non Spill Dispenser for the Office of the Solicitor General for the Year 2026** Provide at least fifty-sevn (57) Service Units of Hot and Cold Non-spill Water Dispenser. (with thermorstat) to various OSG offices. Provide an approximate total consumption of 302 containers of Purified Drinking Water per Week, which may vary based on the weekly orders upon contract inplementation Estimated Annual Consumption: 15,704 Containers Contract Duration: January 26,2026 to January 25,2027 ***Technical Specifications:*** Purified Water: a. Storage: at least in 5 gallon capacity polyethlene plastic bottle b. Purification of water must involve multi-stage process including multi-media sediment filtration, activated carbon filtration, ozone generation, UV Sterilization and minimum of 10 stages Reverse Osmosis System. c. Water to be purified should be sourced from Maynilad or Manila Water, and not from deep-well. ***Water Dispensers:*** a. Should be of good condition, tower type, dispense hot and cold water, with non-spillfunction and with thermostat. *Note: Attached herewith the Provided Terms of Reference Kindly submit your Statement of Compliance for each items/requirements.* **(Price Vat-Included)**	15,704	gal			

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.

MEYNARD B. BAPTISTA /SONNY S. BERMUDEZ / ASHLEE T. ABLES
SIGNATURE OF CANVASSER

For more information, you may contact us:
Telephone: 8836-3314
Telefax: 8813-1174
Please send your quotation to:
rfq.osgprocurement@gmail.com