Republic of the Philippines
Office of the Solicitor General

Request for Quotation

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

Attention: _____

Date: June 17, 2026
Quotation #: PS-026-06-037
ABC: ₱72,000.00

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 Customized Jackets for the OSG Legal Internship Program (LIP) 2026** **SPECIFICATIONS:** Sizes: Assorted (XXS to XXXL) **Actual breakdown of sizes to follow upon award.* Type: Corporate/Executive Jacket Color: Black Outer Fabric: Gabardine Fabric or Armani Fabric Lining Fabric: Polyester Collar: Classic Collar Pockets: ◊ Two (2) outer pockets (left and right sides) ◊ One (1) inner pocket (left chest) Cuffs: ◊ Snap buttons at the wrists **Design/Embroidery:** **Front (Left Chest):** ◊ OSG Legal Internship Program Logo (Plain White) ◊ Estimated Size: 3 inches (Digital Embroidery) ◊ Embroidered Text: "OSG-LIP" ● Color: White ● Font: Bodoni MT ● Estimated Size: 0.5" (H) × 2" (L) for the complete text ● Final layout/design subject to End-User approval **General Specifications:** ● Jacket must be durable, thick, and resistant to tearing or damage. ● Zipper must be fully functional and in good condition. ● No excess threads, stains, discoloration, or visible defects. ● Embroidery must be of high quality, detailed, neat, and clearly readable. **Delivery Period:** All jackets shall be delivered in good quality and condition on or before July 24, 2026. **Note:** The supplier is required to provide a sample jacket, sample collar design/layout, color swatches, and sample embroidery for technical evaluation. Upon award of the contract, the supplier shall provide at least one (1) actual jacket sample for the End-User's approval prior to mass production. The technical specifications stated herein are minimum requirements only. The supplier may propose deviations from these specifications, provided that such deviations are equal to or exceed the requirements stipulated herein and are subject to the approval of the End-User. **(Price Vat-Included)**	60	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.

SONNY S. BERMUDEZ / FATHIA K. KARIM / PAOLO MIGUEL U. TORIO
SIGNATURE OF CANVASSERS

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

osgprocurement@osg.gov.ph