



Republic of the Philippines
Office of the Solicitor General
Request for Quotation

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

Date: July 12, 2022
Quotation #: PS-022-07-122
ABC: _____

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	<p>Procurement of: CUSTOMIZED POLO SHIRTS FOR OSG NDPR WEEK CY 2022 Polo Shirt Specifications: Materials: Dri-Fit Polo Design: With lining on collar and sleeves Colors: Two Tone Blue with White Lining <i>Please see attached file for sample layout</i> Size: XS - 5XL Estimated Shirt Size Chart: Print Specifications: Digital Print; Colored Size and Location of Print: Front (Left Chest): 3" in diameter; Shape: Circle Back (Center): 3" in diameter; Shape: Square Readable; High Quality Print</p> <p>Note: See attached reference shirt design, layout, and logo. Shirt size chart is only an estimate and minimum to be provided. Suppliers are required to send the sample shirt and sample print of the logo for technical evaluation. Stated quantity may vary upon awarding of the Purchase Order.</p> <p>(Price Vat-Included)</p>	15	pieces			

Delivery Period: _____
Warranty: _____
Price Validity: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE

Note:

- Please quote within ___ days from the date of receipt/posting of RFQ.
- Bidders must submit current and valid documentary legal requirements upon sending the filled out quotation
 - Mayor's / Business Permit;
 - PhilGEPS Registration Number: _____ Membership: Platinum Red
 - Income / Business Tax Return (for Small Value Procurement);
 - Omnibus Sworn Statement for Small Value Procurement (for above P50K);
 - 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.

RHODORA T. GARDEL / CHRISTIAN D. BUAT
SIGNATURE OF CANVASSER

For more information, you may contact us:
Tel: (02) 8836-3314, (02) 8988-1674 loc 777
Telefax: (02) 8813-1174
Please send your quotation to:

osg.procurement2@gmail.com