



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

To: \_\_\_\_\_  
Tel. No.: \_\_\_\_\_  
\_\_\_\_\_

Date: July 13, 2023  
Quotation #: PS 023-07-103  
ABC: \_\_\_\_\_

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
	<p><b>Diagnosis, Supply of Labor and Materials for the Repair of Passenger Elevator 1 and 2 located at OSG Building, including dismantling and installation, with the following specifications:</b></p> <p><i>Initial Diagnosis:</i></p> <p>a. Passenger Elevator 1: For Repair and Replacement of Lamp Cover, Fan cpl, and Plastic Guide below (Car Door Guide Slide)</p> <p>b. Passenger Elevator 2: For Supply and Replacement of COP5-1N 15 AP; Lead Acid Battery; and PCBA</p> <p><i>Estimated Materials:</i></p> <p><i>For Passenger Elevator 1:</i></p> <p>Lamp Cover Fan Cpl Plastic Guide Below (Car Door Guide Shoe)</p> <p><i>For Passenger Elevator 2:</i></p> <p>COP5-1N 15 AP Lead-Acid Battery 12V12Ah Hi Disch. 6.3m PCBA SEM 21.Q</p> <p>Note: Service Provider must warrant that in case of defective delivered/replaced item upon usage of the end-user, it will be subject for replacement.</p> <p><b>(Price Vat-Included)</b></p>					

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 above P500K);
  - Omnibus Sworn Statement for Small Value Procurement (for ABC of P50,000 and above, Notarized OSS is required upon signing of PO).
  - 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.

  
  
ANNA LORRAINE C. ALVIAR / RHODORA T. CARDEL  
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:***

[rfq\\_osgprocurement@gmail.com](mailto:rfq_osgprocurement@gmail.com)

OSG-HA-QF-039

Rev.00 (05 July 2018)