



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

To: \_\_\_\_\_  
Tel. No.: \_\_\_\_\_  
Fax No.: \_\_\_\_\_  
Attention: \_\_\_\_\_

Date: November 30, 2023  
Quotation #: PS-023-11-180  
ABC: \_\_\_\_\_

Sir/Madam:

Please quote your lowest price on the items/s listed below, stating the shortest time of delivery and submit this form 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><b>PREVENTIVE MAINTENANCE SERVICE:</b> For <b>5,000</b> KM Check-up for Vehicle Model: Toyota Corolla Altis 1.6G M/T *Includes replacement of various parts as necessary. <i>Note: For OSG Service Vehicle with Plate No. A7G253</i></p> <p>(Price Vat-Included)</p>	1	lot			

Delivery Period: \_\_\_\_\_  
Warranty: \_\_\_\_\_  
Price Validity: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE

Note:

- Please quote within \_\_\_ days from the date 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, above Php500,000);
  - Omnibus Sworn Statement for Small Value Procurement (for above P50,000, notarized OSS is required)
  - 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.

**JOSEPHINE ALCASAREN / ANNA LORAINÉ C. ALVIAR / SONNY S. BERMUDEZ**  
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)