



Republic of the Philippines  
NATIONAL IRRIGATION ADMINISTRATION  
REGIONAL OFFICE NO. V (BICOL REGION)

December 11, 2024

REQUEST FOR QUOTATION

Supply and Delivery of Furniture, Fixtures and Equipment at NIA RO V, Naga City  
PR No.: AFD-24-11-326  
Quotation/Bid No. CO-RO-108-24

The MANAGER  
3GX COMPUTER & I.T. SOLUTIONS TECHNOSHOP  
Elias Angeles St., Naga City

Sir/Madam;

Please quote your lowest price on a CHARGE BASIS for the job/items listed below the space provided and drop this FORM duly accomplished, SEALED and addressed to the BAC Chairperson at the bidding box located at NIA Regional Office 5 Conference Room, Panganiban Drive, Naga City not later than 9:30 AM of December 19, 2024 with an ABC of ₱ 460,000.00 after which bids will be publicly opened using the RIRR of RA 9184 otherwise known as Government Procurement Act and the Philippine Bidding Documents (PBD). The articles/job shall be delivered within forty-five (45) calendar days from receipt of Purchase Order/Notice of Award.

We presume your offer is NEW as specified below unless otherwise indicated. Price quotation must be firm and valid for at least thirty (30) days from the opening of bids. NIA reserves the right to reject any or all bids, to waive any minor defect/s or informalities herein and to make such award most advantageous to NIA.

Your submitted price quotation shall be accompanied with updated (PhilGEPS Registration Certificate/Number, Mayor's Permit and Omnibus Sworn Statement (GPPB-prescribed forms) which will be submitted in one (1) copy.

Failure to observe any of the above requirements shall be at the risk of the bidder and subject for disqualification.

Very truly yours,

DIOGENES C. RODRIGUEZ  
BAC Chairperson

ITEM & DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL PRICE
<b>1. EXECUTIVE OFFICE CHAIRS</b> Description: Highback chair with armrest, adjustable gaslift, PU Black back and seat, and chrome starbase with castors wheels. Dimension: <ul style="list-style-type: none"><li>• Arm to Arm: 655 mm</li><li>• Total Depth from Wall: 684 mm</li><li>• Lowest Height: 1160 mm</li><li>• Highest Height: 1250 mm</li><li>• Seat Width: 519 mm</li><li>• Seat Depth: 515 mm</li><li>• Backrest Width: 530 mm</li><li>• Backrest Height from Seat: 732 mm</li><li>• Floor to Seat (Minimum Height): 480 mm</li><li>• Base Width (Diameter): 640 mm</li><li>• Base (Center to End): 385 mm</li><li>• Base (Center to Castor): 310 mm</li><li>• Base (Center to End of Base): 320 mm</li></ul>	unit	22		
<b>2. EXECUTIVE CHAIRS</b> Description: Highback chair with armrest, adjustable gaslift, PU Black back and seat, and chrome starbase with castors wheels. Dimension: <ul style="list-style-type: none"><li>• Arm to Arm: 450 mm</li><li>• Total Depth from Wall: 745 mm</li><li>• Lowest Height: 1165 mm</li><li>• Highest Height: 1270 mm</li><li>• Seat Width: 550 mm</li><li>• Seat Depth: 548 mm</li><li>• Backrest Width: 530 mm</li><li>• Backrest Height from Seat: 690 mm</li><li>• Floor to Seat (Minimum Height): 490 mm</li><li>• Base Width (Diameter): 720 mm</li><li>• Base (Center to End): 425 mm</li><li>• Base (Center to Castor): 345 mm</li><li>• Base (Center to End of Base): 360 mm</li></ul>	unit	4		
<b>3. HIGH BACK OFFICE CHAIR</b> Description: Executive Highback Chair with armrest, adjustable gaslift, Polyurethane finish back and seat, and chrome starbase with castor wheels.	unit	4		

Panganiban Drive, Naga City, Camarines Sur, Philippines  
Telephone No.: (054) 871-5611 • Telefax No.: (054) 871-5604  
Email r5@nia.gov.ph • Website: www.region5.nia.gov.ph • TIN: 000916415116  
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Dimension: <ul style="list-style-type: none"><li>• Arm to Arm: 608 mm</li><li>• Total Depth from Wall: 695 mm</li><li>• Lowest Height: 1118 mm</li><li>• Highest Height: 1168 mm</li><li>• Seat Width: 515 mm</li><li>• Seat Depth: 540 mm</li><li>• Backrest Width: 510 mm</li><li>• Backrest Height from Seat: 630 mm</li><li>• Floor to Seat (Minimum Height): 480 mm</li><li>• Base Width (Diameter): 720 mm</li><li>• Base (Center to End): 430 mm</li><li>• Base (Center to Castor): 320 mm</li><li>• Base (Center to End of Base): 360 mm</li></ul>				
4. SWIVEL CHAIRS Description: Polypropylene frame, chrome-plated base, cushion foam density w/ polyester mesh, nylon casters, gas lift stroke <ul style="list-style-type: none"><li>• Tilting Backrest</li><li>• 360 degree swivel</li><li>• 5 post base for safety and stability</li><li>• Upholstery color: Black</li><li>• Dimension: H48" x L19 3/4" x W22 3/4" (from left arm to right arm); Seat pad: 17 1/2"; Backrest 17"</li></ul>	unit	8		
5. VISITOR'S CHAIR Description: Visitor's Chair without armrest, PU Black back and seat, and sled-type base. Dimension: <ul style="list-style-type: none"><li>• Total Depth from Wall: 575 mm</li><li>• Highest Height: 828 mm</li><li>• Seat Width: 430 mm</li><li>• Seat Depth: 465 mm</li><li>• Backrest Width: 440 mm</li><li>• Backrest Height from Seat: 385 mm</li><li>• Floor to Seat (Minimum Height): 465 mm</li><li>• Base (Center to End): 491 mm</li></ul>	unit	12		
TOTAL AMOUNT (in figures)				
TOTAL AMOUNT (in words)				

After having carefully read and accepted the Request for Quotation including all supporting documents, we are submitting the above-mentioned price quotation.

NOTE: Subject to 5% VAT and 1% deduction per RA 9337 implemented on February, 2005

\_\_\_\_\_  
Name & Signature of Owner/Authorized Representative

\_\_\_\_\_  
Name/Position in print of Owner/Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Tel. No./Cellphone No.  
E-mail Address

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The MANAGER  
SM CITY NAGA  
CBD II, Brgy. Triangulo, Naga City

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Very truly yours,

  
DIOGENES B. RODRIGUEZ  
BAC Chairperson

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