



REQUEST FOR QUOTATION

Date: July 29, 2025

RFQ No. RXS 2025-035

Development Bank of the Philippines –Roxas Branch, through its Bids and Awards Committee will undertake Shopping in accordance with Section 52.1(b) of the implementing rules and regulations of Republic Act No. 9184 for purchase of clerical chair with the following description:

Item No.	Qty.	Unit	Item Description
1	12	PC	CLERICAL CHAIR (supply and delivery)
			Note: Please see attached specifications for reference

The Approved Budget for the Contract (ABC) is Php54,000.00

Interested suppliers are required to submit **Business Permit** and **PhilGEPS Certificate of Registration** upon submission of quotation.

Price offers exceeding the Approved Budget for the Contract (ABC) shall be automatically disqualified. Total price quotation shall be inclusive of taxes.

Submission of quotation and eligibility documents is on or before August 18, 2025 at DBP Roxas Branch, G/Flr Capiz Gov't Bus. Ctr. Capiz Provincial Park Brgy. Tiza, Roxas City. Open submission may be submitted manually or through our email: roxas@dbp.ph.

For inquiries, you may contact us at telephone nos. (036) 6214-002

Very truly yours,

ORIGINAL SIGNED

AVP GINA G. TA-AY

Branch Head



Price Quotation

Date: _____

AVP GINA G. TA-AY
DBP Branch Head
G/Flr Capiz Gov't Bus. Ctr.
Capiz Provincial Park
Brgy. Tiza, Roxas City

Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ No. RXS 2025-035), hereunder is our quotation/s for the item/s as follows:

Item No.	Qty.	Unit	Item Description	Unit Cost	Total Cost
1	12	PC	CLERICAL CHAIR (supply and delivery)		
			Note: Please see attached specifications for reference		
Total Amount:					
Amount in Words:					

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative

Name of Company

Address

Contact Number



Price Quotation

Date: _____

AVP GINA G. TA-AY
DBP Branch Head
G/Flr Capiz Gov't Bus. Ctr.
Capiz Provincial Park
Brgy. Tiza, Roxas City

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Development Bank of the Philippines

Price Quotation

Date: _____

AVP GINA G. TA-AY
DBP Branch Head
G/Flr Capiz Gov't Bus. Ctr.
Capiz Provincial Park
Brgy. Tiza, Roxas City

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Very truly yours,

Name/Signature of Representative

Name of Company

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Technical Specifications



Clerical Chair

Fabric moulded foam-cushion upholstered seat and backrest; gas lift; with arm rest; five (5) legged nylon star base with twin castor; tilting/swivel mechanism.

Color: Twilight Blue

Dimensions:

- Seat: minimum of 500mm x 450mm
- Backrest: minimum of 450mm x 500mm
- Height: minimum of 800mm (adjustable)
- Size Tolerance ± 25.4 mm in either direction

Weight Capacity: min. of 112 kgs

Note: Design should be the same or similar as the above photo



July 18, 2025

For : The Head, Corporate Affairs
Thru : The Head, Branch Banking Support Department
The Head, BBG – Western Visayas
The RBAC Secretariat – Head, Regional Bids and Awards Committee –
BBG WV
From : The Head, Roxas Branch

May we respectfully request **posting to our DBP Website** the attached Request for Quotation with the following details:

<u>BRANCH/ Unit</u>	<u>Item/s</u>	<u>Reference No.</u>		<u>APP FY 2025</u>	<u>ABC</u>
		<u>BBG-WV</u>	<u>PhilGEPS</u>	<u>Code (PAP)</u>	
Roxas Branch	Purchase and delivery of 12 clerical chair	BBG-WV		4-2025-100	PHP 54,000.00

Further, we hereby attest that the attached documents have been reviewed and all sensitive information has been redacted accordingly and conforms with the pertinent provisions of the Data Privacy Act.

Thank you.

AVP GINA G. TA-AY
Head, Roxas Branch

Encl: a/s