

RFQ NO.: 2024-065
RFQ TYPE: **Goods and Services**

DATE: 24 July 2024

REQUEST FOR QUOTATION

1. The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2024 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) **Fifty Thousand Five Hundred Pesos (PhP 50,500.00)** for the **Procurement of Supplies for the KARUNUNGAN Project 2024 on Peer Education Training** as described below:

Unit	Item Description	Quantity
piece	PLASTIC ENVELOPE (Expanding Plastic Envelope Colored Transparent Long with HandlePhp.100)	30
piece	COMPOSITION NOTEBOOKS (50 leaves, NOT SPIRAL)	30
piece	BALLPEN, BLUE	30
piece	MANILA PAPER, 20 sheets	20
piece	PERMANENT MARKER, 10 BLUE, 5 RED, 5 BLACK, 2MM POINT	20
piece	CARTOLINA, 5 PINK, 5 YELLOW, 5 BLUE, 5 PURPLE, 5 RED	25
piece	MASKING TAPE, 1 INCH	3
box	JUICE (ASSORTED FLAVOR) 250mL 10's/BOX	20
piece	JACKET, 20 PCS, GREEN, PREFERABLY EMERALD GREEN WITH JHMC LOGO, 10 Large, 10 Medium <i>*Attached is the sample picture</i>	20
piece	KIDDIE UMBRELLA. Style:windproof umbrella, Open method:automatic open, for boys and girls, with JHMC logo	100
<ul style="list-style-type: none"> • <i>FOR DELIVERY ON OR BEFORE AUGUST 21, 2024</i> • <i>ALL ITEMS SHOULD ADHERE TO ALL ENVIRONMENTAL LAWS, RULES, AND REGULATIONS</i> 		

Quotations received in excess of the ABC shall be automatically rejected.

2. All particulars relative to this procurement shall be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184.
3. The price quotation shall be quoted in Philippine Pesos, inclusive of all taxes to be paid if the contract is awarded.
4. The sealed Quotation must indicate the RFQ No. for the procurement for easy reference.
5. Quotations must be delivered or emailed on or before **1 August 2024, 9:00 AM** to the address below:

DARWIN C. PEREZ

Head, BAC Secretariat
John Hay Management Corporation
John Hay Special Economic Zone
Baguio City
Mobile Number: (074) 422-4360
Email address: bac@jhmc.com.ph

6. The proposal/s shall contain the following:
 - Proposal
 - Mayor's/ Business Permit
 - PhilGEPS Registration Number

Note: Certificate of Platinum Membership may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number

7. A **Notarized Omnibus Sworn Statement** shall be submitted by the winning bidder prior to signing of the contract.
8. JHMC reserves the right to accept or reject any quotation; to annul the bidding process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders; to waive any minor defects or infirmities therein; and to accept such quotation as may be considered advantageous to the government.

Approved for Posting:


OVPCOO-202407-BAC-09
JANE THERESA G. TABALINGCOS
BAC Chairperson

GDS-114/Shopping 52.1(b)

<i>Name and Signature</i>	
<i>Company Name</i>	
<i>Address</i>	
<i>Contact Number</i>	
<i>Date</i>	

