

RFQ NO.: 2024-068  
RFQ TYPE: Goods and Services

DATE: 28 August 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) **Sevety Thousand Pesos (PhP70,000.00)** for the **Procurement of Catering Services for Recertification Audit: ISO 9001:2015** as described below:

Unit	Item Description	Quantity
lot	Meals good for 100 pax 1. AM Snacks - pastry dishes and canned fruit juice 2. Lunch - one (1) soup dish, two meat dishes (chicken and pork), one (1) fish dish, one (1) vegetable dish, rice, dessert: assorted fruits, drinks: canned or bottled soda 3. PM Snacks - Filipino kakanin and canned fruit juice 4. Other materials to be used.  <i>Note: Materials to be used in the catering should be environment-friendly (e.g. no plastic utensils, reusable utensils and the like)</i>	1

### 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 **5 September 2024, 4:00 PM** 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](mailto:bac@jhmc.com.ph)

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

*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:



OVPCCO-202408-BAC-14  
29-08-24

**JANE THERESA G. TABALINGCOS**  
BAC Chairperson

*GDS-128/ SVP*

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