

RFQ NO.: 2024-096
RFQ TYPE: **Goods and Services**

DATE: 27 November 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) **Four Hundred Fifty Thousand Pesos (PhP 450,000.00)** for the **Procurement of Services for the JHMC Year End Activity** as described below:

Unit	Item Description	Quantity
Lot	<p>Procurement of Services for the JHMC Year-End Activity</p> <ol style="list-style-type: none"> 1. <i>Assisted Buffet for 150 pax: one (1) soup dish, two (2) meat dishes (chicken, pork), one (1) fish dish, one (1) vegetable dish, rice, soda or fruit juice, water, dessert: fruits or/and cake</i> 2. <i>Mass items: stipend, two (2) baskets of flowers, two (2) medium sized candles, one (1) basket of fruits, one (1) basket of vegetables</i> 3. <i>Supplies for the Outreach program: two (2) 50 kilos rice, five (5) kilos assorted vegetables, assorted fruits, toiletries: tissue paper, bath soap</i> 4. <i>Microwave, toaster, sandwich maker, electric kettle, coffee maker, mini desk fan, electric heater, portable flat iron, portable butane gas stove, ten (10) noche buena/grocery package, 2 (two) five kilos rice, two (2) self care package, two (2) laundry package</i> 5. <i>Performer</i> 	1

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

6. All particulars relative to this procurement shall be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184.

7. The price quotation shall be quoted in Philippine Pesos, inclusive of all taxes to be paid if the contract is awarded.
8. The sealed Quotation must indicate the RFQ No. for the procurement for easy reference.
9. Quotations must be delivered or emailed on or before **3 December 2024, 5:00 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

10. 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

11. A **Notarized Omnibus Sworn Statement** shall be submitted by the winning bidder prior to signing of the contract.
12. 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-202411-BAC-52

JANE THERESA G. TABALINGCOS
BAC Chairperson

GDS-129/ SVP

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

Republic of the Philippines
Office of the President

JHMC

JOHN HAY MANAGEMENT CORPORATION
a member of The **BCDA** Group



Certificate Numbers:
SCP000466Q
SCUK004591E

John Hay Special Economic Zone
P.O. Box 1088, Baguio City 2600
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