

RFQ NO.: 2015-09-007
 RFQ TYPE: Goods

DATE: September 25, 2015

REQUEST FOR QUOTATION

- The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2015 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) at Php 122,856.25 for the Procurement of Office Supplies for the 2nd Quarter of 2015 (Not available to PS-DBM), as described below:

QTY	UNIT	Description	ABC
20	pack	Special Paper, 10 pcs./pack	Php 122,856.25
70	pack	Creamer, 200g	
30	pack	Coffee 3 in 1	
10	galloon	Dishwashing Detergent, 1 gal	
10	bottle	Liquid Soap, Antibacterial	
40	boxes	Facial Tissue, Absorbent boxes	
100	tablet	Mefenamic Acid, 500 mg	
100	tablet	Phenylephrine HCl, Chlorphenamine Maleate, Paracetamol (capsule)	
25	tablet	Loperamide	
60	piece	Gel Pen, 1.0 mm, uni-ball, blue	
20	roll	Tape, Transparent, (1"), 24 mm	
105	pack	Toilet Tissue, 12 rolls/pack	
10	pieces	Ink Cartridge, HP No. 78, Tricolor	
10	pieces	Ink Cartridge, HP No. 704, black	
5	pieces	Toner Cart., Samsung ML-2010D3 for ML2571n printer	
7	pieces	Toner Cart., Samsung MLD2850B	
10	pieces	Ink Cartridge, HP No. 702	

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

- All particulars relative to this procurement shall be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184.
- The price quotation shall be quoted in Philippine Pesos, inclusive of all taxes to be paid if the contract is awarded.
- Quotations must be delivered on or before October 2, 2015, 10:00 AM to the address below:

Head, BAC Secretariat
 John Hay Management Corporation
 Cottage 627, Camp John Hay, Baguio City
- The proposals shall contain the following:
 - Quotation
 - Mayors Permit
 - PhilGEPS Certificate

6. The delivery period shall be 7 calendar days upon receipt of the approved Purchase Order and the delivery site shall be at the aforementioned address.
7. 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:

sgd.

Zaldy A. Bello

BAC Vice Chairman