

RFQ NO.: 2016-04-01  
RFQ TYPE: Goods

DATE: April 8, 2016

### REQUEST FOR QUOTATION

- The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2016 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) at Php 112,000.00 for the Procurement of Photocopier, as described below:

DESCRIPTION	QTY	Unit	ABC
<ul style="list-style-type: none"> <li>- Fully automated digital color copier / Network Printer / Network Scanner</li> <li>- Resolution: 2,400x 1,000 dpi</li> <li>- Interface: Standard USB 2.0; Ethernet (100 Base-TX/ 10 Base-T Network</li> <li>- Automatic duplex document feeder capacity</li> <li>- Automatic 2-sided (back to back)</li> <li>- Automatic sorter/ electronic collation</li> </ul>	1	Unit	Php 112,000.00

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 April 18, 2016, 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:
  - Product Specification
  - Mayors Permit
  - PhilGEPS Certificate
- 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.

Bobby V. Akia

BAC Chairman