

RFQ NO.: 2016-03-02
RFQ TYPE: Goods

DATE: March 17, 2016

REQUEST FOR QUOTATION

1. 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 64,520.00 for the Procurement of Various Grocery Items, as described below:

Unit	Item Description	Quantity	Estimated Unit Cost	Estimated Total Cost
lot	JHMC's Board Meeting for 2016 (April 2016 to December 2016)			
	<i>Breakdown of item</i>			
bottle	bottled water (350/ml, 35 pcs per box)	1,260	15.00	21,000.00
box	Paper, towel, absorbent	36	40.00	1,600.00
btl/pack	Assorted Condiments (catsup, fish sauce, vinegar, soy suace, hot sauce, salt), as needed	20	200.00	4,000.00
can	Assorted Soda	630	25.00	15,750.00
can	Assorted Juices	540	25.00	13,500.00
pack	Paper cups, 8oz, 25 pcs	18	40.00	720.00
pack	Paper bowls	18	50.00	900.00
pack	Poweder Chocolate	18	100.00	1,800.00
box	Tea	18	100.00	1,800.00
pack	Coffee 3-in-1	18	60.00	1,080.00
pack	Sugar, 1 kilo	9	50.00	450.00
pack	Creamer, 200grams	9	80.00	720.00
pack	Other items (straw, toothpick, sando bags, stirrer) as needed	12	100.00	1,200.00
	<i>* note: Delivery of items every 1st day of the month</i>			
				64,520.00

Bids 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. Quotations must be delivered on or before March 25, 2016, 10:00 AM to the address below: Head, BAC Secretariat
John Hay Management Corporation
Cottage 627, Camp John Hay, Baguio City
5. The proposals shall contain the following:
 - Product Specification
 - 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.
Bobby V. Akia
BAC Chairman