

RFQ NO.: 2018-006
RFQ TYPE: **Goods and Services**

DATE: **March 1, 2018**

REQUEST FOR QUOTATION

- The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2018 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) at **One Hundred Fourteen Pesos (PhP 114,000.00)** for the Procurement of Catering and Other Services as described below:

UNIT	ITEM DESCRIPTION	QUANTITY	ESTIMATED TOTAL COST
pax	Catering Services		
	- AM Snacks	200	25,000.00
	- Lunch	200	65,000.00
	Other Services		
	- Lights and Sounds		10,000.00
	- Tokens and Decorations		14,000.00
TOTAL			PhP 114,000.00

Quotations 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 March 8, 2018 5:00 PM to the address below:

LEA QUISOBEN-MAGUILAO, CPA, REA, REB
Head, BAC Secretariat
John Hay Management Corporation
Cottage 627, Camp John Hay, Baguio City

5. The proposals shall contain the following:
- Proposal
 - PhilGEPS Registration Number
 - Mayor's/Business Permit
 - Omnibus Sworn Statement

Note: Certificate of Platinum Membership may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number

6. The delivery period shall be on March 23, 2018 at the Bell House, Camp John Hay.
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) JANE THERESA G. TABALINGCOS
BAC Chairperson