

**REQUEST FOR THE EXPRESSION OF INTEREST and PROPOSAL for the
PROCUREMENT OF CONSULTANCY SERVICES FOR THE THIRD-PARTY
CERTIFYING BODY OF THE JOHN HAY MANAGEMENT CORPORATION
(JHMC) FOR THE ISO 9001:2015**

1. The John Hay Management Corporation (JHMC), through the JHMC Corporate Budget for CY 2018, intends to apply the sum of **Four Hundred Thousand Pesos (PhP 400,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Procurement of Consultancy Services for the Third-Party Certifying Body of the John Hay Management Corporation for the ISO 9001:2015.

Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

2. The JHMC now calls for the submission of Expression of Interest and Proposal for the procurement of Consultancy Services to handle and implement the project. A copy of the Terms of Reference (TOR) is attached hereto for your ready reference (Annex "A").

Interested proponents must submit their Letter of Intent and Proposal **on or before March 16, 2018** at Cottage 627, John Hay Management Corporation Office Complex, John Hay Special Economic Zone, Loakan Road, Baguio City.

3. The proposal shall contain the following:

- Proposal
- PhilGEPS Registration Number
- Omnibus Sworn Statement
- Professional License/ Curriculum Vitae
- Mayor's/ Business Permit (*For individuals engaged under Sec. 53.6, 53.7 and 53.9 of the IRR of RA 9184, only the BIR Certificate of Registration shall be submitted in lieu of Mayor's Permit*)
- Philippine Accreditation Bureau (PAB) to undertake ISO 9001 activities
- Profile highlighting related projects
- Scope of work and implementation methodology

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

4. For other details please refer to the attached Terms of Reference (TOR).
5. The JHMC reserves the right to accept or reject any bid, to annul the procurement process, and to reject all proposal at any time prior to contract award, without thereby incurring any liability to the affected proponent.

6. For further information, please refer to:

LEA QUISOBEN-MAGUILAO, CPA, REA, REB
Head, BAC Secretariat
John Hay Management Corporation (JHMC)
Cottage 627, JHMC Office Complex
John Hay Special Economic Zone
Camp John Hay, Baguio City
Telephone No: (074) 424-5824
Email address: bac@jhmc.com.ph

Approved for Posting:

(SGD) JANE THERESA G. TABALINGCOS
BAC Chairperson