

RFQ NO.: 2018-026
RFQ TYPE: Services

DATE: 13 June 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 **Sixty Five Thousand Pesos (PhP 65,000.00)** for the Procurement of Services for the Periodic Maintenance of 132kva Multico Perkins Gen Set as described below:

Unit	Item Description	Quantity	Estimated Total Cost
	Periodic Maintenance of JHMC Property with Property No. 2012-1292aA (132kva Multico Perkins Gen Set) located @ Bellhouse Amphitheater		
Liters	<i>Engine oil</i>	19	
Unit	<i>Oil Filter</i>	2	
Unit	<i>Fuel / Waste Separator</i>	2	
Unit	<i>Coolant</i>	2	
Pale	<i>Air Filter</i>	1	
Unit	<i>Fan Belt</i>	2	
Lot	<i>Preventive Maintenance</i>	1	
	<i>** draining, flushing and refilling of Engine oil</i>		
	<i>** draining , flushing and refilling of coolant</i>		
	<i>** replacement of Air Filter</i>		
	<i>** over all Checking on Engine, Alternator and control</i>		
	<i>** cleaning of engine surface area.</i>		
	<i>** Testing and Commisioning</i>		
	<i>** Submission of report</i>		
	<i>** mobilization</i>		
	<u><i>To be procured by lot.</i></u>		
TOTAL			PhP 65,000.00

Quotations 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. The sealed Quotation must indicate the RFQ No. for the procurement for easy reference.
5. Quotations must be delivered on or before **18 June 2018, 9:00 AM** to the address below:

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

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

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

7. The delivery of the services shall be 15 calendar days upon receipt of the approved Job Order and the delivery site shall be at the aforementioned address.
8. 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