

RFQ NO.: 2018-051
RFQ TYPE: Services

DATE: 27 November 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 Thousand Pesos (PhP 100,000.00)** for the Procurement of Services for the Design and Printing of Camp John Hay (CJH) Brochure-Maps as described below:

Unit	Item Description	Quantity
lot	<p>Design and Printing of Camp John Hay (CJH) Brochure-Maps</p> <ul style="list-style-type: none"> - 2,000 pcs - Size: 8.5" by 13" - Tri-fold design - Full color - Back to back - C2S paper <p><i>* Please see attached Scope of Works</i></p>	1

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.
- The sealed Quotation must indicate the RFQ No. for the procurement for easy reference.

5. Quotations must be delivered on or before **4 December 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

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. 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