

RFQ NO.: 2019-035
RFQ TYPE: **Goods and Services**

DATE: **4 April 2019**

REQUEST FOR QUOTATION

- The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2019 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) at **Fifty Thousand Pesos (PhP 50,000.00)** for the Meals for the Conduct of Baguio City Futures Lab Activities as described below:

Unit	Item Description	Quantity	Estimated Total Cost
lot	<p>Catering Services for 25 pax</p> <p>2nd Quarter</p> <ul style="list-style-type: none"> - Pork, Chicken, Fish, Vegetables, Rice, Soft drinks, Dessert, Unlimited coffee <p>3rd Quarter</p> <ul style="list-style-type: none"> - Pork, Chicken, Fish, Vegetables, Rice, Soft drinks, Dessert, Unlimited coffee <p>4th Quarter</p> <ul style="list-style-type: none"> - Pork, Chicken, Fish, Vegetables, Rice, Soft drinks, Dessert, Unlimited coffee <p><i>Note:</i></p> <ul style="list-style-type: none"> - <i>All food wrappers, straw, if there are any, should be eco-friendly.</i> - <i>No use of plastic.</i> 	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.

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 **10 April 2019, 8:30 AM** to the address below:

LEA C. 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
 - Mayor's/ Business Permit
 - PhilGEPS Registration Number

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

7. A **Notarized Omnibus Sworn Statement** shall be submitted by the winning bidder prior to signing of the contract.
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

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