

RFQ NO.: 2019-038
RFQ TYPE: Goods

DATE: 11 April 2019

REQUEST FOR QUOTATION

1. 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-Nine Thousand Six Hundred Ten Pesos (PhP 59,610.00)** for the Procurement of Assorted Grocery Items for JHMC's Board Meetings as described below:

Unit	Item Description	Quantity	Estimated Total Cost
Lot	Assorted Grocery Items for JHMC's Board Meeting for 2019 (May 2019 to December 2019)-	1	
Bottle	<ul style="list-style-type: none"> • Bottled water (350ml/35pcs per box) 	490	
Pack	<ul style="list-style-type: none"> • Paper towel, absorbent 	7	
Bottle/pack	<ul style="list-style-type: none"> • Assorted condiments (catsup, fish sauce, vinegar, soy sauce, hot sauce, salt) as needed 	12	
Cans	<ul style="list-style-type: none"> • Assorted soda 	420	
Cans	<ul style="list-style-type: none"> • Assorted juice 	360	
Pack	<ul style="list-style-type: none"> • Powdered chocolate drink 	12	
Pack	<ul style="list-style-type: none"> • Creamer, 200g 	9	
Box	<ul style="list-style-type: none"> • Sweetener 	2	
Box	<ul style="list-style-type: none"> • Tea 	2	
Pack	<ul style="list-style-type: none"> • Other items (straw, toothpicks, sando bags, stirrer) 	9	
<i>Note: To be procured by LOT</i>			

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 **23 April 2019, 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

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

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