

RFQ NO.: 2019-072  
RFQ TYPE: **Goods and Services**

DATE: 6 November 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 **Eighty Hundred Thousand Pesos (PhP 80,000.00)** for the Procurement of Meals, Lease of Venue and Other Materials for the RA 9184 Training Awareness with BOD as described below:

Unit	Item Description	Quantity	Unit price	Total Amount
pax	<p><b>Procurement of Meals, Lease of Venue and Other Materials for the RA 9184 Training Awareness with BOD</b></p> <p>Breakfast AM Snack Lunch: Meat, Fish, Vegetable, Rice and Dessert PM Snack</p> <p>-Free Overflowing Coffee and Water -Use of function room with projector, sound system and laptop</p> <p style="text-align: center;"><i>(to be procured by lot)</i></p>	35		

**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.
- Quotations must be delivered or emailed on or before **12 November 2019, 5:00 PM** to the address below:

LEA C. QUISOBEN-MAGUILAO, CPA, REA, REB  
Head, BAC Secretariat  
John Hay Management Corporation  
Cottage 624 Basement, Camp John Hay, Baguio City  
bac@jhmc.com.ph

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. 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

GDS 91