

RFQ NO.: 2019-073  
RFQ TYPE: **Goods and Services**

DATE: 11 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 **Four Hundred Thousand Fifty Pesos (PhP 450,000.00)** for the Procurement of Meals, Lease of Venue and Other Materials for the Year-End Activity (with other services) as described below:

Unit	Item Description	Quantity
Lot	<p><b>Procurement of Meals, Lease of Venue and Other Materials for the Year-End Activity (with other services)</b></p> <p>-Catering Services (<b>120 pax</b>) **Meat, Fish, Rice, Dessert, Pika Pika, Juice, and Coffee</p> <p>-Raffle Items (please see attached items)</p> <p>-Set-Up and Decorations of Venue and Photo booth</p> <p>-Sound and Light System</p> <p>-Other equipment to be used: Projector, laptop</p> <p>-Items for the Thanksgiving Mass: Stipend for the Priest and Choir, Chapel rental, Offerings: Fruits and Flowers, Candles, Host and Mompog</p> <p style="text-align: center;"><i>(to be procured by lot)</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.
- Quotations must be delivered or emailed on or before **19 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 113

## Raffle Items

Item	Unit Price	Total Amount
<p><b>1-unit Microwave Oven</b> Supply Voltage: 220 volts, 50Hz. single phase A.C. Power Consumption: 1300W approx. Microwave Power: 700W - 850W Oven Capacity: 20 litre - 25 litre Microwave Frequency: 2450 MHz Control: Soft/one touch control Timer: 60 minutes - 90 minutes Exterior Dimensions: 520mm(W) x 360mm(H) x 450mm(D) approx. Oven Dimensions: 330mm(W) x 220mm(H) x 330mm(D) approx.</p>		
<p><b>1-unit Space Heater</b> Cool touch body With cool fan function Double safety over heat protection Power Settings - 1400 W / 2000 W Adjustable vent angle for air delivery Adjustable thermostate control knob Integrated carry handles for easy portability</p>		
<p><b>1-unit Dehumidifier</b> Moisture Removal Capacity – 20L/day@ 30°C RH80% Power supply – 220V-240V/60Hz. Rated Power – 310w. Air Volume – 150m<sup>3</sup>/h. Noise Level – 46dB/A. Water Tank Capacity – 4.0L. Refrigerant – R134a. Operating Range – 5°C-35°C.</p>		
<p><b>1-unit Oven Toaster</b> Capacity 9 L Effective capacity 5.7 L Power 1100 W Cord length 1.0 m Heating elements Quartz (2x) Voltage 220-240 V Frequency 50-60 Hz</p>		

<p><b>1-unit Electric Kettle</b> Features: Cordless electric kettle with 360° base. Optional wall mount, ergonomic handle, one-touch opening, water level indicator, safety lid with automatic switch off and removable limescale filter. Capacity: 1.2 litre Power supply: AC 220-240V ~ 50/60Hz, 1830-2178 W max. Operation temperature: Approx. 120°C Cable specifications: H05RR-F 3G*0.75-1.0 mm<sup>2</sup> 250V~16A L = 0.85 m ON/OFF: ON/OFF button with blue light indication. Safety standard: GS/CE Electric shock protect grade: I Dimensions: H 210 mm x W 214 mm x D 130 mm Weight: Approx. 1.2 kg Material: PC, PP, sandblasted aluminum, PA66+GF</p>		
<p>15 sets Kitchen Utensils: spoon, fork, knife, chop sticks, straw and brush</p> 		
<p>15 pieces coffee press manual</p> 		
<p>15 sets microwavable food storage</p> 		

<p>15 pieces office back support pillow 13"x12.5"x4.25"</p> 		
<p>15 set travel blanket and pillow 15"x60"</p> 		
<p>15 pieces electro thermal water bag 24x18 cm</p> 		
<p>15 pieces shoe bag</p> 		
<p>15 set toiletries kit</p> 		

<p>15 pieces travel organizer</p>  <p>The image shows a collection of 15 travel organizers. On the left, there are three red organizers of different sizes, some with 'SECRET POUCH' printed on them. On the right, there is a larger orange organizer filled with various items like socks, underwear, and toiletries. Above the orange organizer, a row of 15 small, colorful organizers (red, blue, pink, green, yellow) is displayed.</p>		
<p>10 pieces car head rest pillow</p>  <p>The image shows two black, bone-shaped car headrest pillows. Below them are two small inset photos showing the pillows installed in the headrests of a car's front seats.</p>		
<p>10 pieces pen/office table organizer</p>  <p>The image shows two wooden pen and office table organizers. The one on the left is a simple wooden tray holding several pens and markers. The one on the right is a more complex wooden organizer with multiple compartments and a small drawer, also holding various office supplies.</p>		