

RFQ NO.: 2020-081
RFQ TYPE: **Goods and Services**

DATE: 17 December 2020

REQUEST FOR QUOTATION

1. The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2020 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) **Sixty-Seven Thousand Five Hundred Pesos (PhP 67,500.00)** for the Procurement of Catering and services for event coverage of EMS Activities, as described below:

Item Description
<p>Procurement of Catering and services for event coverage of EMS Activities</p> <p>Specifications:</p> <p><i>Meals to be served during the event (AM and PM Snacks and Lunch)</i></p> <ul style="list-style-type: none">• Lunch – Three viands of any of the following – one vegetable, one pork/beef dish, one fish dish and soup. Dessert either sweets or fruits with provision tokens for giveaways. At least 240ml Canned Juice or 300ml Bottled Fruit Juice preferably locally produced during AM and PM Snacks• Free flowing coffee and/or chocolate drink and/or tea during the event
<p><i>To be procured by lot</i></p>

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 or emailed on or before **21 December 2020, 5:00 PM** to the address below:

FLORENCE JOY MALLARE-ABAD
Head, BAC Secretariat
John Hay Management Corporation
Cottage 625, 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

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