

RFQ NO.: 2021-026
 RFQ TYPE: **Goods and Services**

DATE: 25 June 2021

REQUEST FOR QUOTATION

- The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2021 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) **Sixty Thousand Pesos (PhP 60,000.00)** for the Catering and other services for event coverage: JHMC Departmental Planning for CY 2022 as described below:

Unit	Item Description	Quantity
lot	<p>Procurement of Catering and Other Services for the Conduct of the Departmental Planning of JHMC for CY 2022, good for 35 pax for two (2) days meeting.</p> <p>A. DAY 1</p> <p>1. Meals</p> <p style="padding-left: 20px;">a. Overflowing coffee</p> <p style="padding-left: 20px;">b. Pica-pica</p> <p style="padding-left: 20px;">c. AM Snacks: pastry dish, fruit juice, bottled water</p> <p style="padding-left: 20px;">d. Lunch: one (1) soup dish, two (2) meat dishes (chicken and pork), one (1) fish dish, rice, dessert: assorted fruits, drinks: soda and bottled water</p> <p style="padding-left: 20px;">e. PM Snacks: Filipino kakanin, fresh fruit juice, bottled water</p> <p>2. Other materials to be used</p> <p>B. DAY 2</p> <p>1. Meals</p> <p style="padding-left: 20px;">a. Overflowing coffee</p> <p style="padding-left: 20px;">b. Pica-pica</p> <p style="padding-left: 20px;">c. AM Snacks: pasta dish, fruit juice, bottled water</p> <p style="padding-left: 20px;">d. Lunch: one (1) soup dish, two (2) meat dishes (chicken and pork), one (1) fish dish, rice, dessert: assorted fruits, drinks: soda and bottled water</p> <p style="padding-left: 20px;">e. PM Snacks: Filipino kakanin, fresh fruit juice, bottled water</p> <p>2. Other materials to be used</p>	1

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 **29 June 2021, 5:00 PM** to the address below:

ATTY. RUTH MAUREEN C. RILLON

Head, BAC Secretariat
John Hay Management Corporation
John Hay Special Economic Zone
Baguio City
Mobile Number: 0917 507 0736
Email address: 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-19/ SVP