

RFQ NO.: 2022-015  
RFQ TYPE: **Goods and Services**

DATE: 21 March 2022

## REQUEST FOR QUOTATION

- The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2022 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) **Four Hundred Thousand Pesos (PhP 400,000.00)** for the **Procurement of Corporate Giveaways** as described below:

Unit	Item Description	Quantity
pc	DOCUMENT BAG Size 30 x 40 x 11 cm Weight 0.84kg Features Dedicated laptop compartment for 14" or thin 15.6 " Water repellent material, document pockets inside; with JHMC and CJH logo embroidered	103
pc	UMBRELLA Specifications green umbrella with a brown or dark handles, nylon fabric in a foldable lightweight construction, automatic open and close. with JHMC and CJH logo	103
pc	POWER BANK Specifications 128 gb preferably with type C and the normal type connection, high speed, 3.1 gen drive performance of up to 150mb. <b>BRANDED</b>	103
pc	JACKET Specifications Color moss green, Collared solid tone jacket with multiple pockets, unlined, Collared neckline, Regular fit, Zipper fastening, long sleeves, 3 Pockets, Polyester Blend, with embroidered JHMC logo. <b>BRANDED</b>	13
pc	CAR STICKER Specifications Colored, transparent Size 1/4 of A4 bond paper. Layout will be provided to the service provider	155
pc	USB Specifications- 128 gb preferably with type C, high speed, 3.1 gen drive performance of up to 150mb. <b>BRANDED</b>	67

**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.

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 **5 April 2022, 5:00 PM** to the address below:

**DARWIN C. PEREZ**

Head, BAC Secretariat  
John Hay Management Corporation  
John Hay Special Economic Zone  
Baguio City  
Mobile Number: 0998 597 5163  
Email address: [bac@jhmc.com.ph](mailto:bac@jhmc.com.ph)

6. The proposal/s shall contain the following:
  - Proposal
  - Mayor's/ Business Permit
  - PhilGEPS Registration Number

*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-75/ SVP*