

RFQ NO.: 2023-013
RFQ TYPE: **Goods and Services**

DATE: 20 February 2023

REQUEST FOR QUOTATION

- The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2023 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) **One Hundred Eighty-One Thousand Pesos (PhP 181,000.00)** for the **Procurement of Catering Services for EMS Related Meetings, Training Program and Environment Management Events and Campaigns** as described below:

Unit	Item Description	Quantity
Lot	<p>Catering Services for EMS Related Meetings, Training Program and Environment Management Events and Campaigns</p> <p><i>Meals served during various EMS related activities, events and campaigns:</i></p> <p><i>Lunch to be served for the various activities: 1 meat, 1 fish, 1 vegetable with beverage and dessert Snacks - Mix fruits, sandwich, pasta noodles, and ginataan</i></p> <ol style="list-style-type: none"> <i>1. EMS Planning, 2 sessions (Lunch) for 50 pax - (Feb 23, April 6)</i> <i>2. IEA meetings, (snacks only, 3 meetings) for 90 pax - (March 30, May 25, Sep 12)</i> <i>3. Conduct of Internal EMS Audits of various units (Lunch only) for 150 pax (Sep 15 - 29)</i> <i>4. Management Review (snack and lunch) for 50 pax (Oct 19)</i> <i>5. Pax Surveillance Audit (snack and lunch) for 100 pax (Nov 10)</i> 	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.

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 **8 March 2022, 9:00 AM** 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

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-32/SVP