

RFQ NO.: 2023-38
RFQ TYPE: Goods and Services

DATE: 4 May 2023

REQUEST FOR QUOTATION

1. 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) at **One Hundred Thousand Pesos (PhP 100,000.00)** for **Procurement of Lease of Venue including Meals and Services for the JHMC Board and Management Strategic Planning** as described below:

Unit	Item Description	Quantity
lot	Procurement of Lease of Venue including Meals and Services for the JHMC Board and Management Strategic Planning - Meals for 40 persons - AM Snacks with drinks - Lunch (appetizer, main course, dessert and drinks) - PM Snacks with drinks <i>Note: to use environment-friendly utensils</i>	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 **10 May 2023, 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
 - Mayor's/ Business Permit
 - PhilGEPS Registration Number
 - Income/Business Tax Return

Note: Certificate of Platinum Membership may be submitted in lieu of the Mayor's Permit and PhilGEPS Registration Number

7. 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:



OVPCOO-BAC-202304-743
04-05-2023

JANE THERESA G. TABALINGCO
BAC Chairperson

GDS-97/LRPV