

RFQ NO.: 2023-039
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) **Sixty Thousand Pesos (PhP 60,000.00)** for the **Periodic Repair and Maintenance of JHMC Official Vehicle with Plate No. WOE 253** as described below:

Unit	Item Description	Quantity
lot	Periodic Repair and Maintenance of JHMC Official Vehicle with Plate No. WOE 253 **120,000 km check up **Change oil - fully synthetic **Transmission fluid oil change - fully synthetic **replacement of Cabin Filter **Replacement of Shocks (front and back shocks) **Coolant Flushing **Hub Bearing regrease/repack **Differential change oil - fully synthetic	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
Contact Number: (074) 422-4360
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:



OVPCOO-BAC-202304-744
04-05-2023

JANE THERESA G. TABALINGCOS
BAC Chairperson

GDS-56/ SVP