



FOR : **FLORENCE JOY R. MALLARE**
Business Development Manager

FROM : **APRIL JOY B. COSTALES**
Business Development and Marketing Assistant

DATE : **27 September 2023**

SUBJECT : **Scope of Works for the Procurement of the Welcome Arch with Nut Crackers.**

I. BACKGROUND

The John Hay Management Corporation (JHMC) Business Development Department integrated numerous programs on its Work and Financial Plan (WFP) and Project Procurement Management Plan (PPMP) scheduled for implementation this Fourth Quarter of CY 2023.

II. OBJECTIVE

The procurement aims to acquire a welcome arch with nutcrackers that serves as a brilliant way of both incorporating the festive Spirit of Christmas, Prosperity for a resilient and sustainable tourist destination and adding an extra bit of sparkle to the Historical Core.

III. APPROVED BUDGET

The procurement of a Welcome Arch with Nutcrackers has an approved budget integrated on the JHMC's Annual Procurement Plan (APP) for FY 2023:

Procurable Item	PAP Code	Mode of Procurement	Budget
Welcome Arch with Nutcrackers	GDS-16	NP-53.9 – SVP	PHP 200,000.00

IV. SPECIFICATIONS

Details: *(Please see attached photo for reference)*

1. Nutcracker (2 Pieces)

- a. Height: 6 feet tall
 - With 1-foot Solid Base installed with Electric flat LED floor spot light - outdoor use with color change.
- b. Width: 55cm



2. Happy Holidays Arch (detachable)

- a. Height: 2 feet wide
- b. Solid red color Happy Holidays lettering with warm white electric LED light strips lining and Christmas Garland Decoration.
- c. Width: 186cm

Colors: Red, White, Black, and Gold

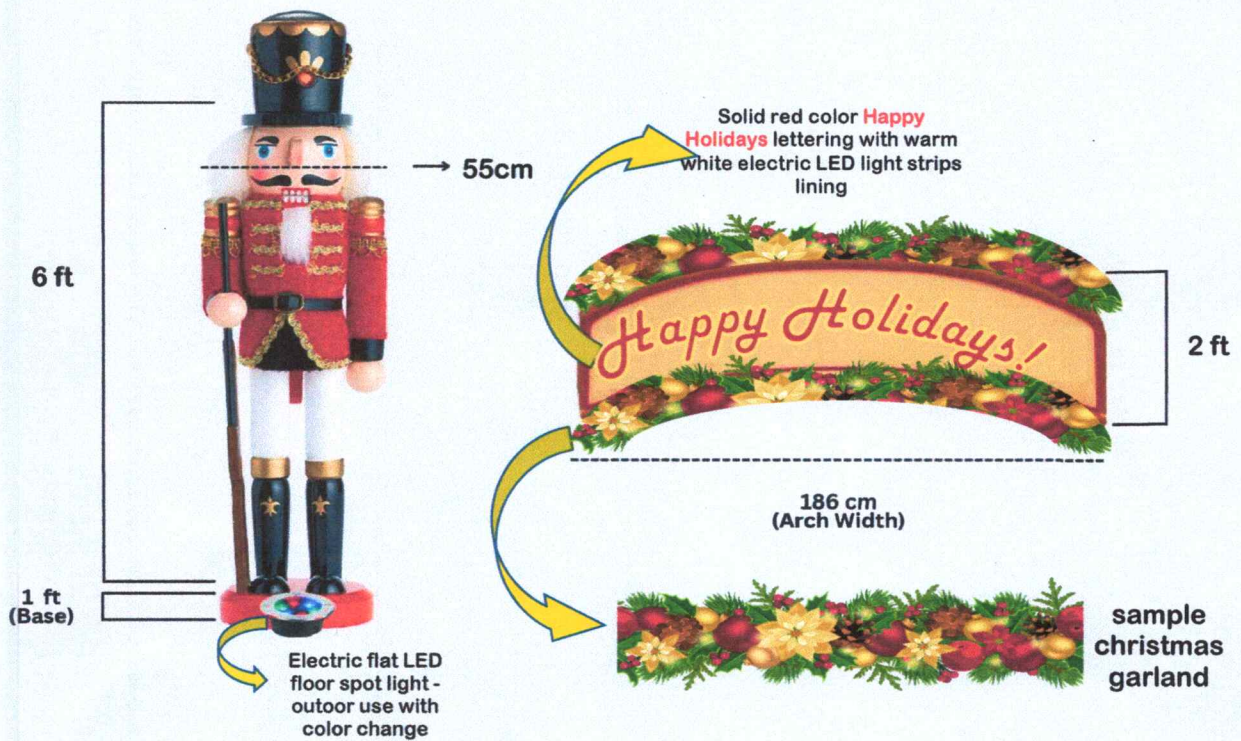
Material: Fiber Glass

A small, handwritten blue mark consisting of a circle with an arrow pointing to the right, located in the lower right quadrant of the page.



J.

Nutcracker and Arch Specification



A.