

RFQ NO.: 2024-049
RFQ TYPE: Goods and Services

DATE: 8 May 2024

REQUEST FOR QUOTATION

1. The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2024 invites qualified suppliers to submit a price quotation, with the total Approved Budget for the Contract (ABC) **Fifty-Two Thousand Eight Hundred Pesos (PhP 52,800.00)** for **Procurement of Catering Services (during monitoring and meeting with Inspectorate Team members)** as described below:

Unit	Item Description	Quantity
pax	Validation/assessment of trees for cutting. AM & PM snacks with canned drinks & lunch (2 meat dishes, one fish and one veg) with fresh fruits/consumable sweets as dessert- (May 2024)	10
pax	Five (5) days Tree Cutting and hauling operations. AM & PM snacks with canned drinks & lunch (2 meat dishes, one fish & one veg) with fresh fruits/consumable sweets as dessert- (September 2024)	56
pax	Exit Conference with the Inspectorate Team. AM & PM snacks with canned drinks & lunch (2 meat dishes, one fish and one veg) with fresh fruits/consumable sweets as dessert- (October 2024)	12
pax	Final inspection of trees cut. AM snacks with drinks and lunch (one meat and one fish) with fresh fruits as dessert- (October 2024)	10
<i>***It is highly recommended NOT to use plastic stirrers, straws, and disposable utensils for the entire activity. (Buffet style with free flowing coffee)</i>		

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 **14 May 2024, 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: (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:



OVPCCO-BAC-202405-941
08-05-2024

JANE THERESA G. TABALINGCOS
BAC Chairperson

GDS-112/SVP

Name and Signature	
Company Name	
Address	
Contact Number	
Date	