

RFQ NO.: 2024-091
RFQ TYPE: Goods and Services

DATE: 11 November 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) **One Hundred Thousand Pesos (PhP 100,000.00)** for the **Procurement of Catering Services for the BOD and Management Strategic Planning** as described below:

Unit	Item Description	Quantity
Lot	<p>Procurement of Catering Services for the BOD and Management Strategic Planning</p> <p><i>Meals for 45 persons (2-day event)</i></p> <p>Menu:</p> <p><i>AM Snacks w/ drinks</i></p> <p><i>Lunch:</i> <i>4 viands</i> <i>Rice</i> <i>Dessert</i> <i>Assorted drinks</i></p> <p><i>PM Snacks w/ drinks</i></p>	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 **19 November 2024, 5:00 PM** 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:


OVP-202411-BAC-42
JANE THERESA G. TABALINGCOS
BAC Chairperson

GDS-137/ SVP

Name and Signature	
Company Name	
Address	
Contact Number	
Date	

Republic of the Philippines
Office of the President

JHMC

JOHN HAY MANAGEMENT CORPORATION

a member of The **BCDA** Group



Certificate Numbers:
SCP000466Q
SCUK004591E

John Hay Special Economic Zone
P.O. Box 1088, Baguio City 2600
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