

RFQ NO.: 2024-092
RFQ TYPE: Goods and Services

DATE: 11 November 2024

REQUEST FOR QUOTATION

- 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) **Two Hundred Fifty Thousand Pesos (PhP 250,000.00)** for the **Procurement of Catering Services for the BCDA-JHMC Media Fellowship** as described below:

Unit	Item Description	Quantity
Lot	<p>Catering Services for the BCDA-JHMC Media Fellowship</p> <p><i>FOOD</i></p> <p><i>Appetizer</i></p> <p><i>Soup</i></p> <p><i>Salad</i></p> <p><i>Main Course (Meat and Fish)</i></p> <p><i>Vegetable</i></p> <p><i>Rice</i></p> <p><i>Dessert</i></p> <p>COMPLETE SET-UP</p> <p><i>Tables (with table covers) and chairs including centerpieces</i></p> <p><i>Cutleries</i></p> <p>OTHER SERVICES</p> <p><i>Waiters to assist</i></p> <p><i>Assisted Buffet</i></p> <p><i>Buffet tags for the food</i></p> <p>BEVERAGE STATION (Unlimited coffee, iced tea, service water, soda in can)</p> <p>*PROCUREMENT IN "LOT" for 80 PAX</p>	1

Unit	Item Description	Quantity
	IMPLEMENTATION DATE IS ON DECEMBER 17, 2024 @ 11:00AM - 2:30PM at the Bell House Veranda, Camp John Hay	

Quotations received in excess of the ABC shall be automatically rejected.

- All particulars relative to this procurement shall be conducted in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184.
- The price quotation shall be quoted in Philippine Pesos, inclusive of all taxes to be paid if the contract is awarded.
- The sealed Quotation must indicate the RFQ No. for the procurement for easy reference.
- 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

- 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*

- A **Notarized Omnibus Sworn Statement** shall be submitted by the winning bidder prior to signing of the contract.
- 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-202411-BAC-43

JANE THERESA G. TABALINGCOS
BAC Chairperson

GDS-117/SVP

<i>Name and Signature</i>	
<i>Company Name</i>	
<i>Address</i>	
<i>Contact Number</i>	
<i>Date</i>	