	JOHN HAY MANAGEMENT CORPORATION		Document Code	JHMC-BAC-Form 01
	REQUEST FOR QUOTATION		Revision Number	0
			Page Number	1 of 2
	INTERNAL FORM		Effectivity Date	22 January 2025

RFQ NO.: **2025-011 A**
RFQ TYPE: **Goods and Services**

DATE: **3 February 2025**
PAP CODE: **GDS-043**
PROCUREMENT MODE: **SVP**

TO:

Name and Signature	
Company Name	
Address	
Contact Number	
Date Received	


1. The John Hay Management Corporation (JHMC), through its Bids and Awards Committee (BAC) and approved Annual Procurement Plan (APP) for 2025 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 **Procurement of Services of a Provider for JHMC employees and JHMC BOD for the Panagbenga Activities** as described below:

Unit	Description	Quantity
lot	Please see the attached Scope of Services for reference.	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 **11 February 2025, 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

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			Page Number	2 of 2
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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/COO-202502-BAC-010

JANE THERESA G. TABALINGCOS

BAC Chairperson