

**PROCUREMENT OF CHRISTMAS LIGHTS AND CHRISTMAS DECORATIONS,  
INCLUDING INSTALLATION AND OTHER SERVICES  
(PHP 5,000,000.00)**

**SCOPE OF SERVICES**

This JHMC project is attributed to the 2025 Gender and Development (GAD) plans and programs.

**A. GENERAL REQUIREMENTS**

1. Supplier must be an established company with at least 3 years of experience in supplying and installing Christmas Lights and Décor.
2. Must submit proof of compliance with Philippine safety standards and/or any certifications
3. The proposal must include design layout, detailed cost breakdown, and project timeline.
4. All lighting equipment must be outdoor-rated, energy-efficient (preferably LED), and durable for Baguio's climate. Installation must comply with the Philippine Electrical Code (PEC).

**B. PROJECT TIMELINE**

- Completion of the project delivery, installation, and turnover is within **twenty – one (21) calendar days** from the issuance of Notice to Proceed (NTP).

**C. RESPONSIBILITIES OF THE WINNING BIDDER**

**1. Design and Planning**

- ✓ Conduct ocular inspection of Camp John Hay in coordination with JHMC.
- ✓ Develop and submit a lighting design and layout for approval, reflecting the festive spirit while preserving the ecological and heritage character of the area.
- ✓ Ensure designs are sustainable, energy-efficient, and weather-resistant.

## 2. Supply and Installation

- Provide all necessary materials and equipment, including:
  - ✓ Commercial-grade LED lights (multi-colour and white)
  - ✓ Mounting tools, extension cords, connectors, fasteners, etc.
- Install lighting in the following priority areas (subject to final site mapping):
  - ✓ Main roads and pedestrian walkways
  - ✓ Open parks and forested areas
  - ✓ Key trees and lamp posts
- Use installation methods that do not damage plants, trees, or structures.

## 3. Maintenance and Operation

- ✓ Monitor lighting systems regularly throughout the display period.
- ✓ Provide technical support and repair within 24–48 hours of notification.
- ✓ Replace damaged or defective components at no additional cost to JHMC.

## 4. Takedown and Site Restoration

- ✓ Dismantle all installed lights and accessories after the display period.
- ✓ Restore all locations to their original state.
- ✓ Submit final report with documentation (photos, as-built layout, and incident logs if any).

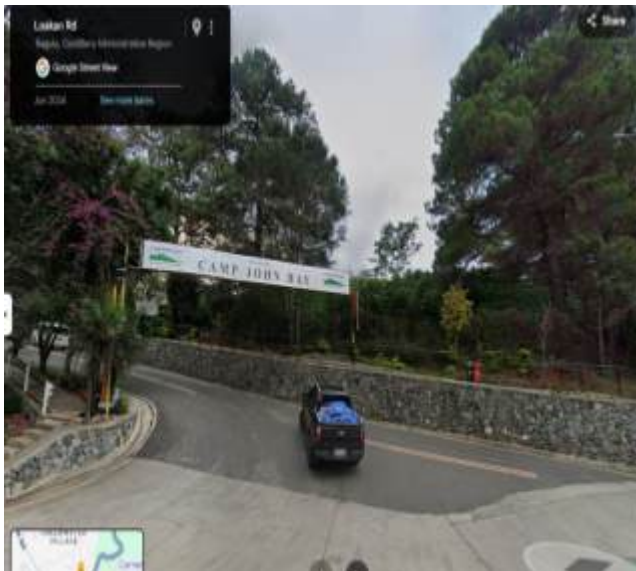
## D. EVALUATION COMPONENTS

PARTICULARS	DESCRIPTION	RATING
Technical Proposal	1. Design quality and creativity (20%)	60%

	2. Methodology and work plan (20%)  3. Experience and qualifications (20%)	
<b>Financial Proposal</b>	Cost-effectiveness and compliance with ABC	<b>40%</b>

## E. PROPOSED LOCATION

- Approximately 1,900 meters from Camp John Hay Main Gate to Gate 4, including road to Scout Hill Area and Historical Core.



## F. PERSPECTIVE

### **Proposed Theme: Woodland Winter Reindeer**

*In Christmas lore, reindeers symbolize safe journeying, endurance, and adventure.*









