

REQUEST FOR PROPOSAL (RFP)

PROCUREMENT OF CONDUCT OF JHMC CLIENT SATISFACTION MEASUREMENT 2026

RFP NO.: **2026-001 A** DATE: **27 January 2026**
RFQ TYPE: **Goods and Services** PAP CODE: **CON-1**
PROCUREMENT MODE: **SVP**

TO:

Name and Signature	
Company Name	
Address	
Contact Number	
Date Received	

1. The John Hay Management Corporation (JHMC), through its Corporate Operating Budget for CY 2023, intends to apply the sum of **Five Hundred Thousand Pesos (PhP 500,000.00)**, being the Approved Budget for the Contract (ABC), to payments under the contract for the **Procurement of the JHMC Client Satisfaction Measurement 2026**. Bids received in excess of the ABC shall be automatically rejected.

Location	Description
Baguio City	Procurement of the Conduct of JHMC Client Satisfaction Measurement 2026

2. The JHMC now calls for the submission of a proposal for the procurement of Consultancy Services to handle and implement the project. Attached herewith are the Terms of Reference (TOR) (*Annex "1"*) and the revised copy of the Omnibus Sworn Statement (*Annex "2"*) for ready reference.

Interested proponents may submit through electronic or manual means, and strictly not a combination of both.

For manual submission, the interested proponent must submit its quotations/proposals, signed by its duly authorized representative, with **requirements (as stated in the TOR)** to the address below:

BERYL BLANCHE S. BAHATAN

Head, BAC Secretariat

John Hay Management Corporation

John Hay Special Economic Zone

Baguio City

Contact Number: (074) 422-4360

Email address: bac@jhmc.com.ph

3. Submission of quotations/proposals may be done through electronic means, provided that the:
 - a. file must be password protected to ensure the security, integrity and confidentiality of the eligibility documents;
 - b. passwords for accessing the file will be disclosed by the Bidders only during the actual opening which may be done in person or electronically through **Google Meet**; and
 - c. complete documents shall be emailed to **bac@jhmc.com.ph**

The deadline of submission is on **03 February 2026 (Tuesday) at 5:00 PM**. Late submission shall not be accepted.

4. The JHMC reserves the right to accept or reject any bid, to annul the procurement process, and to reject all proposal at any time prior to contract award, without thereby incurring any liability to the affected proponent.

5. For further information, please contact:

BERYL BLANCHE S. BAHATAN

Head, BAC Secretariat

John Hay Management Corporation

John Hay Special Economic Zone

Baguio City

Contact Number: (074) 422-4360

Email address: bac@jhmc.com.ph

Approved for Posting:

OVPCOO-202601-BAC-07

A handwritten signature in blue ink, appearing to read "JANE THERESA G. TABALINGCOS", is written over a light blue circular stamp.

JANE THERESA G. TABALINGCOS

BAC Chairperson]