

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number:** 8027996  
**Procuring Entity:** NATIONAL MUSEUM - MANILA METRO MANILA  
**Title:** SUPPLY, PRINTING, DELIVERY AND INSTALLATION OF TEXT PANELS AND LABELS ON SINTRA BOARD AT NATIONAL MUSEUM OF FINE ARTS GALLERIES AND EXHIBITIONS  
**Area of Delivery:** Metro Manila

<b>Solicitation Number:</b> NMP-SMS-2021-09-0051	<b>Status:</b>	<b>Pending</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations	<b>Associated Components:</b>	2
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements:</b>	0
<b>Classification:</b> Goods - General Support Services	<b>Document Request List:</b>	0
<b>Category:</b> Printing Services	<b>Date Published:</b>	25/09/2021
<b>Approved Budget for the Contract:</b> PHP 119,812.00	<b>Last Updated / Time:</b>	24/09/2021 11:20 AM
<b>Delivery Period:</b> 45 Day/s	<b>Closing Date / Time:</b>	01/10/2021 10:00 AM
<b>Client Agency:</b>		
<b>Contact Person:</b> Ana Concepcion Mallari Piang ADMINISTRATIVE OFFICER V P. Burgos St. Ermita Manila Metro Manila Philippines 1000 63-2-3316150 supply@nationalmuseum.gov.ph		

#### Description

The National Museum of the Philippines (NMP), through the Supply Management Section (SMS), Support Procurement Unit (SPU), invites all eligible suppliers/ merchants/ contractors to bid for the project mentioned above. Bids received in excess of the ABC shall be automatically rejected.

The procurement will be conducted through Alternative Mode of Procurement - Negotiated Procurement, Section 53.9 (Small Value Procurement) of the 2016 Revised IRR of R.A. 9184 otherwise known as the "Government Procurement Reform Act".

Approved Budget for the Contract (ABC): One Hundred Nineteen Thousand Eight Hundred Twelve Pesos (PHP 119,812.00).

Note: Please see attached Terms of Reference.

Bids must be duly received by the BAC Secretariat SPU through manual submission at the office address indicated below. LATE BIDS SHALL NOT BE ACCEPTED.

In view thereof, the BAC Secretariat SPU requests the submission of your Price Quotation/Bid Proposal for the above project on or before October 01, 2021, not later than 10:00 A.M. Kindly place your quotation/bid proposal in a SEALED ENVELOPE together with three (3) copies the following documentary requirements:

- PhilIGEPS Registration Number;
- Mayor's /Business Permit;
- DTI Certificate/SEC Registration Certificate;
- Latest Income Tax (paid through the BIR EFPS with BIR Stamp); and
- Revised Omnibus Sworn Statement (duly Notarized with seal).

The envelope shall bear the following:

- Title of the project to be bid,
- PhilIGEPS Posting Reference Number,
- Name, Address and Contact Number of the bidder; and
- Addressed to the information indicated below.

The NMP reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

ANA CONCEPCION M. PIANG  
 Administrative Officer V - SMS  
 2/F, Supply Section, North Annex of the  
 National Museum of Fine Arts Building (Motorpool),  
 Padre Burgos Street, Manila 1000  
 Tel. No. 8296-1100 Local 1029

ANA CONCEPCION M. PIANG  
Administrative Officer V - SMS

**Created by** Ana Concepcion Mailari Piang

**Date Created** 24/09/2021

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PAMBANSANG MUSEO NG PILIPINAS  
NATIONAL MUSEUM OF THE PHILIPPINES

FINE ARTS DIVISION

### TERMS OF REFERENCE

#### ***Supply, printing, delivery and installation of text panels and labels on sintra board at National Museum of Fine Arts galleries and exhibitions***

#### **I. OVERVIEW**

As with other museums affected by the lockdowns due to the ongoing COVID-19 pandemic, the National Museum of the Philippines (NMP) management has recalibrated its programs to conform to the "new normal". The NMP considers this as an opportunity to improve visitor experience in its galleries and exhibitions while waiting for the proper and safe time to fully reopen and accept guests again at its full capacity. Among the proposed activities identified to improve visitor experience include replacing, updating and translating into Filipino old gallery labels and exhibition text panels.

#### **II. OBJECTIVE**

The reprinting and installation of new text panels on sintra board shall replace the existing panels that have been damaged due to its prolonged exposure to various factors. This project is being proposed to improve visitor experience in the National Museum of Fine Arts by providing updated information and Filipino translations of old labels and text panels.

#### **III. SCOPE OF WORK**

The Supplier/ Service Provider for this project is expected to conduct and deliver the following:

1. Supply/Acquisition of required printing supplies and materials;
2. High-quality printing of the final files of gallery texts and labels (to be forwarded to the Supplier by the end-user) with strict compliance to the specifications detailed below; and
3. Delivery and installation of the required printed materials following protocols and safety measures set by the NMP.

#### **IV. APPROVED BUDGET FOR THE CONTRACT**

The proposed total budget for the project is **ONE HUNDRED AND NINETEEN THOUSAND EIGHT HUNDRED AND TWELVE PESOS (PHP 119,812.00) ONLY** to be charged against the Continuing Fund.

#### **V. MATERIAL SPECIFICATIONS**

Supplier/ Service Provider must be able to meet and deliver the following with the minimum specifications as detailed below:

	Quantity
<b>Printing on matte sticker to be mounted on sintra board (with 5mm thickness) for the following exhibitions and with the respective dimensions:</b>	
1. Art Protis Exhibition (Gallery XV)	
- Matte sticker on 5mm sintra board (55 inches x 48 inches)	3 pcs
2. Gallery descriptions and labels	
- Matte sticker on 5mm sintra board (23.4 inches x 16.5 inches / A2 size, 53 pcs)	1 lot

<p><b>3. Exhibition Texts</b></p> <p>a. "Parisian Life" (Gallery VI) - Matte sticker on 5mm sintra board (76 x 127 cm, 2 pcs)</p> <p>b. "The Progress of Medicine in the Philippines" (Gallery XVI) - Matte sticker on 5mm sintra board (max 4 x 5 ft, 4 pcs)</p> <p>c. "Untitled 1" (J. Alcantara, Gallery XVI) - Matte sticker on 5mm sintra board (max 4 x 5 ft, 2 pcs)</p> <p>d. IRR! Manansala Series - Matte Sticker on 5mm sintra board (46 x 64 inches, 3 pcs)</p> <p>e. Texts for Old Legislative Building, Old Senate Session Hall and Spoliarium Hall - Matte Sticker on 5mm sintra board (max 4.5 ft x 6 ft, 6 pcs)</p>		1 lot
<p>4. Acknowledgement and Curatorial Panels (Gallery XII) - Matte sticker on 5mm sintra board (16.5 x 11.7 in / A3 size)</p>		2 pcs
<p>5. Exhibition signage (Do not touch, Do not sit, Do not step, Do not lean on the glass; Do not lean too close) - Matte sticker on 3.5 mm sintra board (4.5 x 3.5 inches)</p>		200 pcs each signage x 5 signage = 1000 pcs

**VI. DELIVERABLE**

This project shall be completed within 45 days upon receipt of Notice to Proceed from the National Museum of the Philippines.

**VII. MODE OF PAYMENT**

Full payment shall be made 90-180 days upon full delivery, inspection and acceptance of the completed project.

**VIII. QUALIFICATIONS OF THE SERVICE PROVIDER**

The bidder must be able to comply with the requirements, terms and conditions set by the Fine Arts Division and the NMP Bids and Awards Committee.

**IX. PROCUREMENT PROCESS**

Procurement for the above-mentioned project shall be in accordance with the provisions of the Government Procurement Reform Act (RA 9184) and its revised implementing rules and regulations.

**Submitted by:**



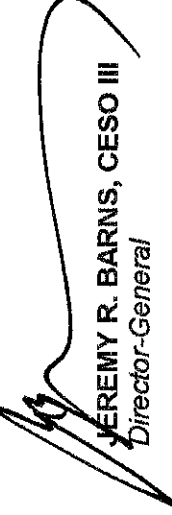
**LAARNI C. MONTEMAYOR**  
Officer-in-Charge, Fine Arts Division

**Recommending approval:**



**ANA MARIA THERESA P. LABRADOR, Ph.D.**  
Deputy Director-General for Museums

**Approved:**



**JEREMY R. BARNES, CES0 III**  
Director-General