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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8089985

Procuring Entity NATIONAL MUSEUM - MANILA METRO MANILA

Title FABRICATION, INSTALLATION, AND PRINTING FOR THE NORTHERN LUZON GALLERY AT THE 3RD FLOOR OF THE NATIONAL MUSEUM OF ANTHROPOLOGY

Area of Delivery Metro Manila

Solicitation Number:	REQUEST FOR QUOTATION NO. BAC 2021-26	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	1
Category:	Editorial, Design, Graphic and Fine Art Services	Date Published	16/10/2021
Approved Budget for the Contract:	PHP 995,399.34	Last Updated / Time	16/10/2021 00:00 AM
Delivery Period:		Closing Date / Time	22/10/2021 09:30 AM
Client Agency:			
Contact Person:	Edwin J. Dela Rosa Head, BAC Secretariat P. Burgos St. Ermita Manila Metro Manila Philippines 1000 63-02-2981100 Ext.1014 bac@nationalmuseum.gov.ph		
Description	<p>REQUEST FOR QUOTATION NO. BAC 2021-26</p> <p>FABRICATION, INSTALLATION, AND PRINTING FOR THE NORTHERN LUZON GALLERY AT THE 3RD FLOOR OF THE NATIONAL MUSEUM OF ANTHROPOLOGY</p> <p>The National Museum of the Philippines (NMP), through the Bids and Awards Committee (BAC) Secretariat, 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".</p> <p>Approved Budget for the Contract (ABC): Nine Hundred Ninety Five Thousand Three Hundred Ninety Nine Pesos and Thirty Four Centavos (Php 995,399.34).</p> <p>Note: Please see attached Terms of Reference</p> <p>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.</p> <p>In view thereof, the BAC Secretariat SPU requests the submission of your Price Quotation/Bid Proposal for the above project on or before October 22, 2021, not later than 9:30 A.M. Kindly place your quotation/bid proposal in a SEALED ENVELOPE together with three (3) copies the following documentary requirements:</p> <p>(a) PhilGEPS Registration Number; (b) Mayor's /Business Permit; (c) DTI Certificate/SEC Registration Certificate; (d) Latest Income Tax (paid through the BIR EFPS with BIR Stamp); and (e) Revised Omnibus Sworn Statement (duly Notarized with seal).</p>		

The envelope shall bear the following:

- (a) Title of the project to be bid,
- (b) PhilGEPS Posting Reference Number,
- (c) Name, Address and Contact Number of the bidder; and
- (d) 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:

EDWIN J. DELA ROSA
Head, BAC Secretariat
2/F, Supply Section, North Annex of the
National Museum of Fine Arts Building (Motorpool),
Padre Burgos Street, Manila 1000
Tel. No. 8298-1100 Local 1029

(SGD)

EDWIN J. DELA ROSA
Head, BAC Secretariat

Created by	Edwin J. Dela Rosa
Date Created	15/10/2021

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TERMS OF REFERENCE

FABRICATION, INSTALLATION, AND PRINTING FOR THE NORTHERN LUZON GALLERY AT THE 3RD FLOOR OF THE NATIONAL MUSEUM OF ANTHROPOLOGY

I. OVERVIEW OF THE PROJECT

In 2014, the curatorial master plan of the National Museum of Anthropology (NMA) was drafted by the Directors for the reconceptualization of the galleries and improvement of the facilities and amenities. Based on the curatorial master plan, the 3rd floor will be dedicated to the indigenous people's groups and cultural communities. The north wing presents the ethnographic materials of the Bangsamoro and Lumad groups while the east wing features the Negrito communities and the Northern Luzon groups. The *Faith, Tradition and Place: Bangsamoro Art from the National Ethnographic Collection* and the *Lumad Mindanao* exhibitions were launched in 2014 and 2015, respectively. On the other hand, the *Biyay: Tradition, Ecology and Knowledge among the Negrito Communities* was opened in October 2018. The last gallery to be installed at the 3rd floor, adjacent to the *Biyay* exhibition is the Northern Luzon gallery to be launched before the end of 2021.

This gallery will feature the gathered National Ethnographic Collection from the major groups of northern Luzon focusing on death and burial beliefs and practices. It will cover the cultural and indigenous communities of Regions I (Ilocos Region), II (Cagayan Valley), the Cordillera Administrative Region (CAR), and the northern part of Region III (Central Luzon) because of the Ilocano migrants/speakers in Zambales, Nueva Ecija, Tarlac, and Aurora.

II. SCOPE OF WORK

The following are the specific scope of works for the fabrication, installation, and printing for the Northern Luzon Gallery at the 3^F of the National Museum of Anthropology in Manila:

- 2.1. Conduct site inspection before the actual mobilization and implementation of the project;
- 2.2. Submission of the proposed schedule of activities, the complete names and designation of staff involved in the project, and the list of supplies and equipment units to be brought inside the museum premises at least five (5) working days before the start of the project for proper coordination with the Security and other divisions of the NMP;
- 2.3. Purchase and delivery of all supplies and materials for the fabrication, construction, glazing, painting, lighting works, and installation;
- 2.4. Fabrication/construction of micro-climate display cases, vertical panels, plinths, pedestals, platforms, and exhibition systems;
- 2.5. Provision, delivery, and installation of all glassworks;

- 2.6. Polishing and painting of walls, ceilings, showcases, pedestals, vertical panels, plinths, platforms, and exhibition systems;
- 2.7. Provision, delivery, and installation of electrical and lighting systems;
- 2.8. Provision, delivery and installation of four (4) dehumidifiers and silica gel in the enclosed glass cases;
- 2.9. Printing and installation of educational materials such as title, text panels, photographs, maps, caption/labels, promotional materials, signages, and warnings/reminders;
- 2.10. Provision of laborers, skilled workers, and project manager, as well as proper tools and equipment units for the duration of the project;
- 2.11. Ensure the safety and protection of all personnel engaged in the implementation of the project and observe general housekeeping practices within the gallery and NMP facilities; and
- 2.12. Submission of request for extension of the duration of the project or temporary suspension of the project if necessary.

III. TECHNICAL SPECIFICATIONS

3.1. Showcases

The gallery showcases and other display systems under this project need to be stable, sturdy, secure, and appropriately equipped with micro-climate devices such as dehumidifiers and must be carried out in consultation with the conservation management team. The showcases/vitrines are glass-enclosed display cabinets with a contained space that isolates the inner environment from the outer environment and protects the collections/museum objects against pollutants, inclement weather, fluctuating temperature and humidity levels. It should provide accessible space for desiccants or absorbents; easy access for the maintenance of the objects on display or replacement of captions and busted LED lights; as well as in cleaning the interior part of the glass panels.

Other components of the display system are pedestals, raised platforms, hangers, bolsters for the mounting of associated collections/museum objects, and upright panels for the texts and photographs.

The quality of workmanship to be employed to complete the work on these undertakings shall follow the highest standard of craftsmanship and professionalism.

3.2. Material Specifications

Any wood or composite materials to be used in the gallery must undergo fumigation and/or chemical treatment to ensure durability and resistance against termites, wood borers and fungi.

All materials shall be delivered at the project site in good quality and condition and shall follow the above-stated specifications and the approved plans and drawings.

3.3. Glazing Works for Microclimate Showcases and Vitrines

The glass panels for the display cases must be tempered clear glass panels to reduce light and harmful ultraviolet rays that can damage the integrity of the textiles and other objects on display. This will also reduce reflection and glare and achieve maximum transparency for museum visitors' focus on the objects.

3.4. Electrical and Lighting Works

Light fittings must have a circuit breaker switch and UV-filtered lamp to protect the objects on display from direct heat. Lighting requirements for the showcases/vitrines should be fitted in a separate vented box at the top of the vitrines with a protective phenolic board roof to mitigate dust from falling onto the exhibition objects.

Rough-in, conduits and wiring devices are included, as well as LED, warm white lighting fixtures.

3.5. Painting and Polishing Works

A week or two should be allotted for the ventilation and drying-out of the paint prior to installation of the objects and other exhibition collaterals. Paints must be a water-based emulsion, matte finish, odorless and applied with at least three layers.

3.6. Mounting Kits/Installation Systems

Display mounts/fittings must have overlay Mylar sheets or other acid-free mounting board/paper to avoid direct contact with the museum objects and allow for easy access for future maintenance of the collection. Bolsters covered with fabric must be provided for the textile hangers and holders while fabric wrap finish and acid-free mounting paper/board must be used on the fabricated riser boxes/plinths.

3.7. Printing and installation of Title and Text Panels, Maps and Photographs

3.7.1. Print on sticker mounted on sintira or print on sintira, matte finish

- (1) Title panel, 48" x 60"
- (4) Text panels, 48" x 60"
- (1) Map, 48" x 60"
- (15) Collage of full-color photos, A3
- (1) Curatorial Team, 36" x 24"
- (2) Acknowledgement and Bibliography panels, 36" x 24"

3.7.2. Print on sticker mounted on acrylic

- Captions/labels for all objects
- "Dot not touch museum objects"
- "Do not step on the pedestal"

IV. APPROVED BUDGET FOR CONTRACT

The approved total budget for the project is **NINE HUNDRED NINETY-FIVE THOUSAND THREE HUNDRED NINETY-NINE PESOS AND THIRTY-FOUR CENTAVOS (Php 995,399.34)** to be charged against the General Fund.

V. DELIVERY OF MATERIALS AND PROJECT IMPLEMENTATION

Project implementation may start upon the receipt of the Notice to Proceed. The project must be completed within sixty (60) calendar days after the work has commenced. The project will be directly supervised by the NMP Exhibition, Editorial

and Media Production Services Division, Ethnology Division, and the Office of the Deputy Director-General for Museums.

VI. WARRANTY

A one (1) year warranty from the completion of the project or final acceptance of the end-user to ensure the integrity of the project.

VII. QUALIFICATIONS OF BIDDER

The bidder must be able to comply with the requirements, terms and conditions set by the NM Bids and Awards Committee as well as the following qualifications and requirements to bid:

- a. A minimum of three (3) years experience in the fabrication and installation of museum exhibitions/galleries, repositories, resource centers, or similar research or educational facilities.
- b. A qualified and competent in-house fabricator or designer with at least three (3) years of professional experience and/or basic course/training on preventive conservation and/or heritage collection management.
- c. Submission of three (3) samples of finished fabrication or installation work for the past five (5) years.
- d. Provision of a video walkthrough of the fabrication and installation of the display systems for the project including the color swatches for the paintings and polishing works.

VIII. PROCUREMENT PROCESS

The procurement of the services of a contractor for the above-mentioned project shall be in accordance with the provisions of the Government Procurement Reform Act (R.A. 9184) and its revised implementing rules and regulations.

IX. TERMS OF PAYMENT

Full payment shall be processed upon the acceptance of the end-user through the issuance of a Certification on the 100% Completion of the Project and Inspection and Acceptance Report of the designated inspector.

X. LIQUIDATED DAMAGES

When the supplier fails to satisfactorily deliver the required services under this contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to 1/10 of 1% of the cost of the delayed goods scheduled for delivery for every day of day until such goods are finally delivered and accepted by the concerned procuring entity.

In no case shall the sum of the liquidated damages exceed 10% of the total contract price, in which the concerned procuring entity may rescind the contract and impose appropriate sanctions over and above the liquidated damages.


XI. PRE-TERMINATION CLAUSE

The contract is effective on the date indicated in the Notice to Proceed and shall remain in full force for 90 Calendar Days or until terminated by either party (National Museum or Contractor) upon prior written notice by either party. The termination process shall follow the prescribed procedure under IRR of R.A. 9184.

The National Museum reserves the right to pre-terminate the contract after Fifteen (15) calendar days via written notice to the Contractor, if based on NMP' opinion, after due verification of facts, the Contractor is not providing satisfactory services or is not complying with the Terms and Conditions of the Contract. The grounds for the termination of the Contractor by the NMP include but are not limited to the following:

1. Violation(s) in any of the Terms and Conditions of the Contract; and
2. Any other act of omission by the Contractor or its service technicians which is detrimental or prejudicial to the interest of the NMP, its employee(s), or the public

Prepared by:


MARITES P. TAURO
Museum Curator I
Ethnology Division

Noted by:

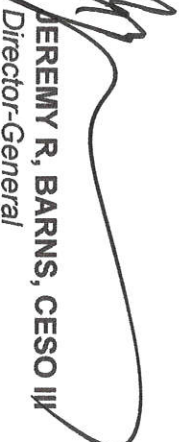

Archt. ELMER B. BURCE
Media Production Specialist III
EEMPSD


ALLAN S. ALVAREZ
Officer-in-Charge / SAO
EEMPSD

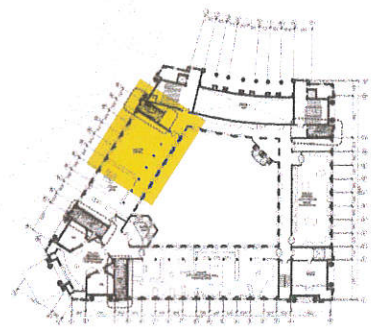
Recommending approval by:

Approved by:


ANA MARIA THERESA P. LABRADOR, PhD
Deputy Director-General for Museums

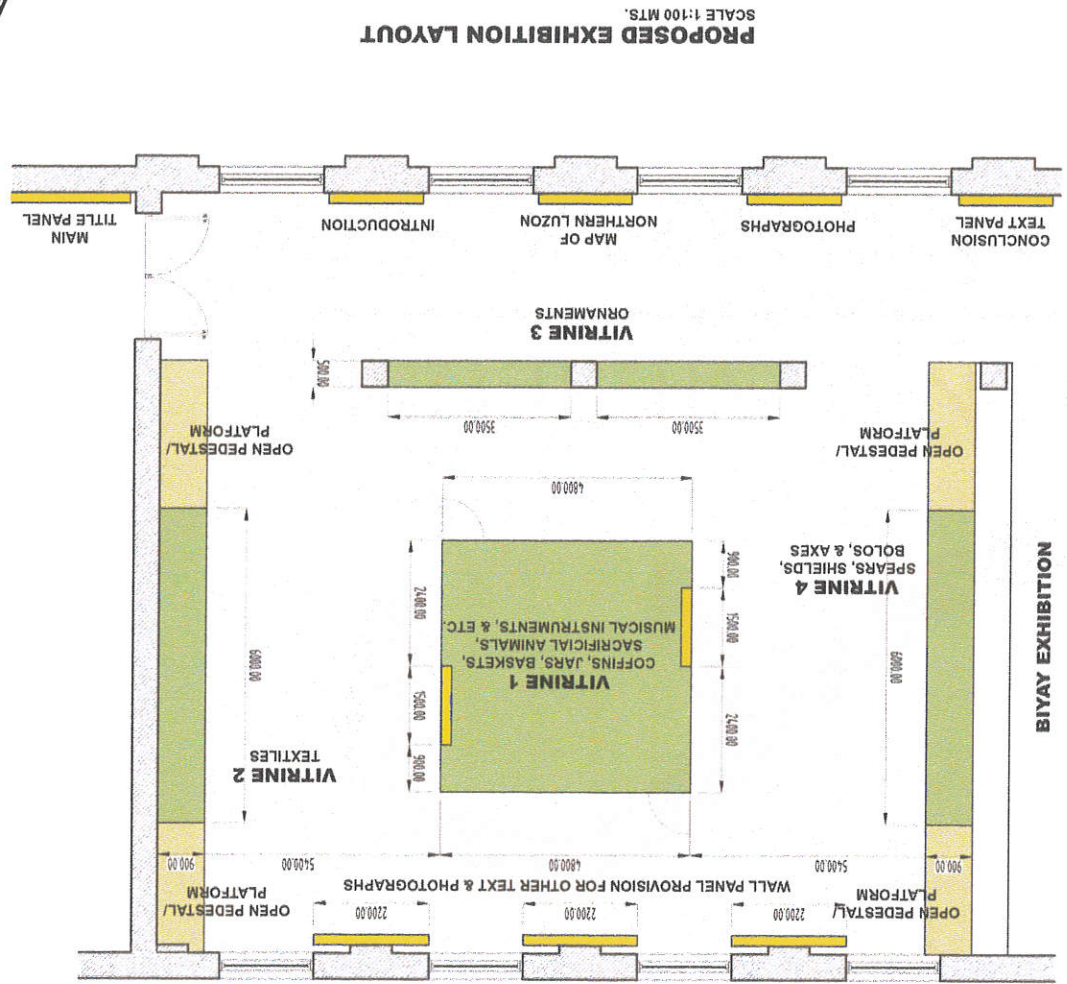

JEREMY R. BARNS, CESO III
Director-General

NOTE:
Drawings are for presentation only and may vary in actual installation/construction
Verify specimen/object actual dimensions

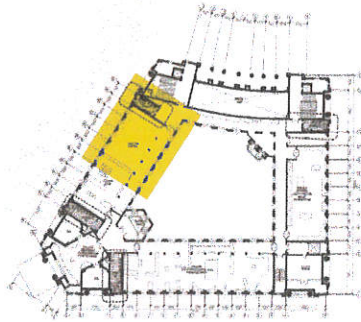


KEY PLAN
SCALE: 1:1600MTS.

- LEGEND:
- PROVISION FOR WALL PANEL
 - VITRINE/SHOWCASES
 - PLATFORMS
 - PERSPECTIVE VIEW

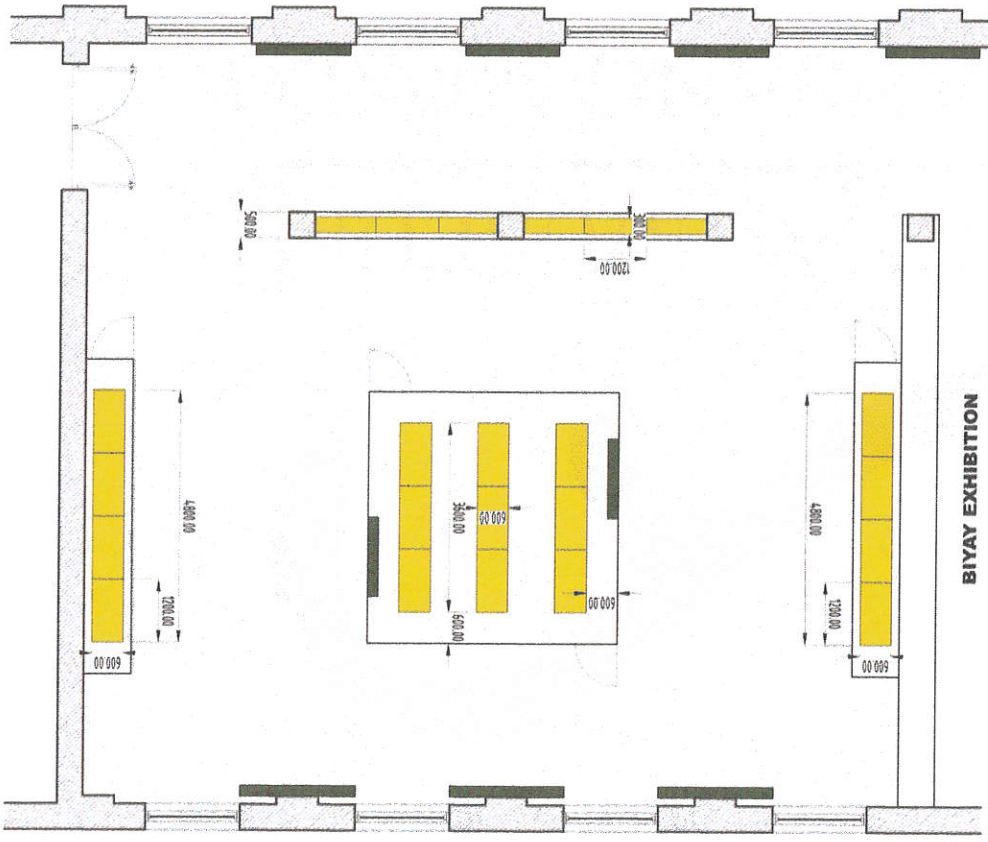


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 *Drawings are for presentation only and may vary in actual installation/construction
 *Verify specimen/object actual dimensions



KEY PLAN
 SCALE: 1:1600MTS.

- LEGEND:**
- GLASS DIFFUSERS
 - WALL PANELS
 - PLATFORMS
 - PERSPECTIVE VIEW



PROPOSED REFLECTED CEILING PLAN
 SCALE 1:100 MTS.

NATIONAL MUSEUM OF THE PHILIPPINES PAMBANGANG MUSEO NG PILIPINAS P. BURGOS ST., ERMITA 1000 MANILA, PHILIPPINES	
DIVISION: NATIONAL MUSEUM OF THE PHILIPPINES	
EEMP SD Exhibition, Editorial and Media Production Services Division	
EXHIBITION TITLE: PROPOSED NORTHERN LUZON EXHIBITION 3RD FLOOR, NATIONAL MUSEUM OF ANTHROPOLOGY, MANILA	
DATE: CHECKED BY:	
RECOMMENDING APPROVAL: ALLAN S. ALVAREZ SUPERVISING ADMINISTRATIVE OFFICER/CIC - EEMP SD MARIATES P. TAURO MUSEUM CURATOR/CIC - EO	
APPROVED BY: ANA MARIA THERESA P. LABRADOR, Ph.D. DEPUTY DIRECTOR - GENERAL, NRM	
REVISION NO.: 022.21 - 000 - 09-10-2021 DRAWN BY: JEREMY BARNS, CESO III DIRECTOR - GENERAL	
SHEET NO.: 1-2 SCALE: AS SHOWN DATE: 01-07-2021 FILE: EEMP SD DRAWING NO. 019.21	