



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8050190

Procuring Entity

Title

NATIONAL MUSEUM - MANILA METRO MANILA

SUPPLY AND DELIVERY OF SUPPLIES AND MATERIAL FOR THE TRAINING-WORKSHOP ON THE DOCUMENTATION, PROPER HANDLING, AND PREVENTIVE CONSERVATION OF NATIONAL ETHNOGRAPHIC COLLECTION

Area of Delivery Metro Manila

Solicitation Number:	NMP-SMS-2021-10-0064	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	General Merchandise	Date Published	05/10/2021
Approved Budget for the Contract:	PHP 125,000.00	Last Updated / Time	04/10/2021 10:27 AM
Delivery Period:	30 Day/s	Closing Date / Time	11/10/2021 10:00 AM
Client Agency:			
Contact Person:	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 Twenty-Five Thousand Pesos (PHP 125,000.00).

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 11, 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:

- PhilGEPS 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,
- PhilGEPS 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. 8298-1100 Local 1029

(SGD)
ANA CONCEPCION M. PIANG
Administrative Officer V - SMS

Created by	Ana Concepcion Mallari Piang
Date Created	04/10/2021

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PAMBANSANG MUSEO NG PILIPINAS
NATIONAL MUSEUM OF THE PHILIPPINES

TERMS OF REFERENCE

SUPPLY AND DELIVERY OF SUPPLIES AND MATERIALS FOR THE TRAINING-WORKSHOP ON THE DOCUMENTATION, PROPER HANDLING, AND PREVENTIVE CONSERVATION OF NATIONAL ETHNOGRAPHIC COLLECTION

I. Overview of the Activity

The Ethnology Division (ED) proposes the conduct of a five-day, online training-workshop on the documentation, proper handling, and preventive conservation of National Ethnographic Collection for selected researchers, guides, technicians, laboratory and engineering aides in 11 NMP regional, area, and site museums with exhibited and stored ethnographic materials. This training-workshop aims to build the capacity of personnel in the regional museums to manage the collections and exhibitions under their care particularly, ethnographic materials.

This will refresh their previous trainings (if any) on collection management, deepen their interest in caring for cultural materials, and capacitate them to maintain the collections exhibited in the museum and extend technical assistance to other museums in the region.

This training-workshop will cover topics on preventive conservation from documentation, proper handling, gallery and storage maintenance, exhibition installation/mounting, and gallery monitoring. Other related topics in collection management such as accessioning, cataloguing, digitization, and captioning will also be discussed depending on the needs of the region. While preventive conservation is the highlight of the training-workshop, conservation science and treatment will also be tackled to give the participants an understanding on the science behind the behavior of objects and how and why some collections undergo treatment.

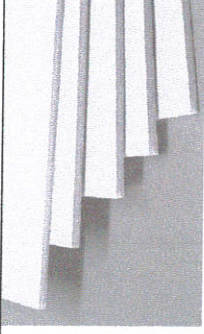
The target participants will be required to share their best museum practices in the region as well as their concerns and difficulties in the maintenance of ethnographic materials. Through their sharing, we will re-design the training-workshop module or focus more on the needs of a particular region. Forms used in the maintenance, monitoring, and conservation will also be standardized. The proper way of accomplishing the forms will be discussed and then cross-checked/evaluated.

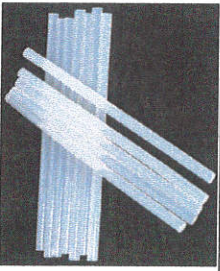
The ED will be needing a bidder to supply and deliver the materials needed for the said training-workshop.

II. Scope of Work and Technical Specifications

The winning bidder will supply and deliver the following supplies and materials to the National Museum of Anthropology for sorting and packaging. The courier to be arranged by

ED will deliver the sorted training-workshop kits to the selected regional, area and site museums before the scheduled five-day activity:

Item	Quantity	Photo
Acid-free Japanese tissue paper, white	2 reams	
Glassine, white	2 reams	
Polyester fiber fill, white	11 yards	
Tulle fabric, soft, white, 3.0 x 4.5 feet	12 yards	
Foam board with one side adhesive, 4 x 8 feet	3 pieces	
Conservation brush, goat hair, medium, 60mm	48 pieces	
Conservation brush, goat hair,	48 pieces	

small, 24mm		
Microfiber glass cleaning cloth	60 pieces	
Mild powder detergent, 1kg/pack	6 packs	
Cutter, heavy duty	24 pieces	
Metal ruler, 50cm / 20 in	22 pieces	
Applicator/Bamboo skewers, 100pcs/pack	12 packs	
PVA glue, 40 grams	12 bottles	
Hot-melt adhesive gun, 11mm stick hole	12 pieces	
Hot-melt glue sticks, 11mm	12 packs	

Cotton roll, 100 grams	12 packs	
Face mask, 50 pieces/box	24 boxes	
Nitrile gloves, medium, 100 pieces/box	24 boxes	
Cotton gloves	24 pairs	
Tape measure, 5 meters	24 pieces	
Sewing kit, small	22 kits	
Reusable and removable adhesive (Tack-It)	24 packs	

Double sided-tape, 1 inch, 3 meters	24 rolls	
Magnifying glass	12 pieces	
Silica gel, 50 grams	120 packs	
Tweezer, stainless steel	24 pieces	
Cotton bias binding tape, 1.0-1.5cm x 50 meters	12 rolls	
Archival pen, 0.5, black	24 pieces	
Correction fluid	12 pieces	
Nail polish, clear	12 pieces	
White eraser, clean and soft erase	24 pieces	

Corrugated/Balikbayan box heavy duty 3 ply (20 x 20 x 20 inches)	11 pieces	
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The ED will arrange the courier of the sorted and packed materials from the NM of Anthropology to the following regional, area, and site museums two (2) weeks before the start of the training-workshop:

Regional/ Site/ Area Museum	Address
Ilocos Regional Museum and Satellite Office	Old Carcel Building, Burgos Street, Vigan City, Ilocos Sur
Batanes Area Museum and Satellite Office	Itbud, Uyugan, Batanes
Kabayan Burial Caves Site Museum and Satellite Office	Poblacion, Kabayan, Benguet
Cordillera Regional Museum and Satellite Office	Poblacion, Kiangnan, Ifugao
Marinduque-Romblon Area Museum	Boac, Marinduque
Tabon Caves Site Museum and Satellite Office	J.P. Laurel Street, Quezon, Palawan
Western Visayas Regional Museum and Satellite Office	Bonifacio Drive, Brgy. Danao, Iloilo City, Iloilo
Bohol Area Museum and Satellite Office	Carlos P. Garcia Avenue, Poblacion 3, Tagbilaran City, Bohol
Eastern Northern Mindanao Regional Museum and Satellite Office	Brgy. Doongan, Butuan City, Butuan
Western Southern Mindanao Regional Museum and Satellite Office	Fort Pilar, N.S. Valderosa Street, Zamboanga City
Sulu Archipelago Museum and Satellite Office	Capitol Site, Jolo, Sulu

III. Approved Budget for Contract

The proposed total budget for the project is **ONE HUNDRED TWENTY-FIVE THOUSAND PESOS (Php125,000.00)** to be charged from the **General Fund**.

IV. Delivery of the Items

Delivery of the items to the National Museum of Anthropology shall be two (2) weeks upon receipt of the Notice to Proceed.

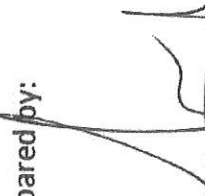
V. Mode of Payment

Payment will be 100% within 30 calendar days upon full delivery to NMA; inspection and acceptance of the supplies and materials by the end-user.

VI. Qualifications of Supplier/Bidder

The supplier must be able to supply and deliver the required archival materials and must be able to comply with the requirements, terms, and conditions set by the NM Bids and Awards Committee.

Prepared by:


MARIA CAMILLE T. CALANNO
Museum Researcher II
Ethnology Division

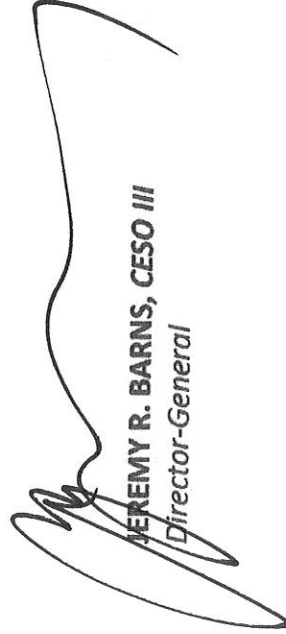
Noted by:


MARITES P. TAURO
Museum Curator I
Ethnology Division

Recommending approval by:


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

Approved by:


JEREMY R. BARNES, CESO III
Director-General