



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number:** 8147493  
**Procuring Entity:** NATIONAL MUSEUM - MANILA METRO MANILA  
**Title:** REPAIR AND MAINTENANCE OF GALLERIES AT NATIONAL MUSEUM-ZAMBOANGA  
**Area of Delivery:** Zamboanga Del Sur

<b>Solicitation Number:</b>	REQUEST FOR QUOTATION NO. BAC 2021-33	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Civil Works	<b>Document Request List</b>	0
<b>Category:</b>	General Contractor	<b>Date Published</b>	04/11/2021
<b>Approved Budget for the Contract:</b>	PHP 990,000.00	<b>Last Updated / Time</b>	04/11/2021 00:00 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	12/11/2021 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	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

REQUEST FOR QUOTATION NO. BAC 2021-33

REPAIR AND MAINTENANCE OF GALLERIES AT NATIONAL MUSEUM-ZAMBOANGA

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".

Approved Budget for the Contract (ABC): Nine Hundred Ninety Thousand Pesos (Php 990,000.00)

Please see attached Terms of Reference for the Scope of Work.

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 November 12, 2021, not later than 10:00 A.M. Kindly place your quotation/bid proposal in a SEALED ENVELOPE together with three (3) copies of the following documentary requirements:

- PhilGEPS Registration Number;
- PCAB License;
- Mayor's /Business Permit;
- DTI Certificate/SEC Registration Certificate;
- Latest Income Tax (paid through the BIR EFRS 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:

Mr. Edwin J. dela Rosa,  
Head - BAC Secretariat  
2/F, BAC Room, North Annex of the  
National Museum of Fine Arts Building (Motorpool),  
Padre Burgos Street, Manila 1000  
Tel. No. 8298-1100 Local 1014

(SGD)

EDWIN J. DELA ROSA  
Head - BAC Secretariat  
Bids and Awards Committee

<b>Created by</b>	Edwin J. Dela Rosa
<b>Date Created</b>	03/11/2021

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PAMBANSANG MUSEO NG PILIPINAS  
NATIONAL MUSEUM OF THE PHILIPPINES  
Facilities Management Division

## **TERMS OF REFERENCE**

### **“Repair and Maintenance of Galleries at National Museum- Zamboanga”**

#### **I. BACKGROUND**

The National Museum of the Philippines has Regional, Area and Site Museum Structures located around the Philippine Archipelago. One of these sites is the Western-Southern Mindanao Regional Museum and Satellite Office in Zamboanga City.

This building has damages already inside the galleries. Hence, this project aims to repair these damaged areas.

#### **II. OBJECTIVE**

To maintain satisfactory and safe physical environment for the public and the National Museum employees.

#### **III. RESPONSIBILITIES**

1. The Contractor shall ensure that service technicians to be assigned at the National Museum of the Philippines (NMP) Buildings have been well screened, technically and professionally trained, courteous, cooperative, efficient, reliable, trustworthy, well-groomed, physically and mentally fit. No personnel shall be assigned who has not been approved by the Facilities Management Division (FMD).
2. The Contractor and its service technicians shall agree to abide with the safety and security requirements of the NMP. They must comply with the NMP House Rules and Regulations, directives, instructions and other existing rules and regulations of the National Museum while inside the premises.
3. The Contractor's service technicians shall subject themselves to security checks, but not limited to examination of the person and/or his/her personal belongings.
4. The Contractor shall ensure that its service technicians wear their proper company working uniform equipped with appropriate Personal Protective Equipment (PPE) and identification cards while performing service maintenance and repair works inside the NMP's premises. Loitering inside the NMP's premises is not allowed.
5. The Contractor shall provide/equip all its service technicians with the tools during the course of the contract without any additional cost to the NMP.
6. The Contractor shall see to it that the area is clean and in its original condition after the servicing has been made. Any damage/s caused by the Contractor's assigned technician shall be restored by the Contractor at no additional cost to the NMP.
7. All other items of work not specifically mentioned but are necessary to complete the works shall be provided by the Contractor at no additional cost to the NMP.



#### IV. SCOPE OF WORK

The work shall include but not be limited to the following:

1. General Requirements
  - a. Mobilization & Demobilization
2. REPAIR AND IMPROVEMENT OF STRUCTURE 1
  - 2.1. Repairs and re-painting of doors and windows
    - i. W-1 (1.20 x 2.10 M)
    - ii. W-2 (1.20 x 2.40 M)
    - iii. W-3 (1.20 x 1.20 M)
    - iv. D-1 (2.85 x 1.40 M)
  - 2.2. Repair of selected ceiling at ground floor
3. REPAIR AND IMPROVEMENT OF STRUCTURE 2
  - 3.1. Repairs and re-painting of doors and windows
    - i. W-1 (1.20 x 2.10 M)
    - ii. W-2 (1.20 x 2.40 M)
    - iii. W-3 (1.20 x 1.20 M)
    - iv. D-1 (2.85 x 1.40 M)
  - 3.2. Painting of Ground flr and Second Flr Ceiling
  - 3.3. Replacement of Damaged wood planks at 2nd Floor
  - 3.4. Repair and Re-polish floor wood planks
4. REPAIR AND IMPROVEMENT OF STRUCTURE 3
  - 4.1. Repairs and re-painting of doors and windows
    - i. W-1 (1.20 x 2.10 M)
    - ii. W-2 (1.20 x 2.40 M)
    - iii. W-3 (1.20 x 1.20 M)
    - iv. D-1 (2.85 x 1.40 M)
5. REPAIR AND IMPROVEMENT OF STRUCTURE 4
  - 5.1. Repairs and re-painting of doors and windows
    - i. W-1 (1.20 x 2.10 M)
    - ii. W-2 (1.20 x 2.40 M)
    - iii. W-3 (1.20 x 1.20 M)
    - iv. D-1 (2.85 x 1.40 M)
  - 5.2. Repair of selected ceiling at ground floor
  - 5.3. Repair and Re-polish floor wood planks
  - 5.4. Supply of labour for the installation of new 3TR split-type ACU at Bldg. 2.
    - i. Installation of copper pipes, wires, drain pipe and insulator (polyethylene tape)
    - ii. System flushing, leak test and vacuuming, charging of refrigerant
    - iii. Testing commissioning
6. TRANSHIPMENT (MANILA TO ZAMBOANGA)

#### V. SUBMITTALS

The Contractor shall furnish FMD with Service Report, Photo Documentation, and Recommendations (if any).

#### VI. SOURCE OF FUND

Budget is available and shall be chargeable against General Fund under MOOE for Fiscal Year 2021.

*Indela*

*MJ*

**VII. APPROVED BUDGET FOR CONTRACT**

Nine Hundred Ninety Thousand Pesos (Php 990,000.00), Inclusive of all applicable taxes.

**VIII. COMPLETION TIME**

The Contractor shall perform and complete the scope of work for **Thirty (30) Calendar Days** reckoned from the date stated in the Notice to Proceed (NTP).

**IX. TERMS OF PAYMENT**

The contract price shall be **fully paid upon project completion and acceptance.**

Prepared by:



RAYMOND ALEXIS R. DOLOROTA  
Administrative Officer V

Checked & Reviewed by:



Engr. JAINABIMIE TAHIL-ALTILLER  
Chief Administrative Officer - FMD

Recommending Approval:



ATY. MA. ROSENNE M. FLORES-AVILA  
Deputy Director-General for Administration



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

Approved by:



JEREMY BARNNS, CESO III  
Director- General