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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8410168
Procuring Entity NATIONAL MUSEUM - MANILA METRO MANILA
Title PREVENTIVE MAINTENANCE OF FIRE DETECTION AND ALARM SYSTEM (FDAS) AT THE NMA & NMFA BUILDINGS – FY 2022
Area of Delivery Metro Manila

Solicitation Number:	RFQ-BAC-2022-03	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods - General Support Services	Document Request List	6
Category:	General Repair and Maintenance Services	Date Published	09/02/2022
Approved Budget for the Contract:	PHP 240,000.00	Last Updated / Time	09/02/2022 00:00 AM
Delivery Period:	12 Month/s	Closing Date / Time	16/02/2022 10:00 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

REQUEST FOR QUOTATION NO. BAC 2022-03
 PREVENTIVE MAINTENANCE OF FIRE DETECTION AND ALARM SYSTEM (FDAS) AT THE NMA & NMFA BUILDINGS – FY 2022

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): (Php 240,000.00)

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 February 16, 2022, 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:

- (a) PhilIGEPS Registration Number;
- (b) Mayor's /Business Permit;
- (b) 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).

The envelope shall bear the following:

- (a) Title of the project to be bid,
- (b) PhilIGEPS 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:

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

Created by Edwin J. Dela Rosa

Date Created 08/02/2022

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TERMS OF REFERENCE

“Preventive Maintenance of Fire Detection and Alarm System (FDAS) at the NMA & NMFA Buildings - FY 2022”

I. BACKGROUND

The National Museum of Anthropology (NMA) and National Museum of Fine Arts (NMFA) Buildings are equipped with a Fire Detection and Alarm System (FDAS). The FDAS is used to detect small fire, usually in the form of smoke, to warn or alert people and do the necessary actions such as fire extinguishing or evacuation.

II. OBJECTIVE

To maintain the effective performance and operations of the FDAS of the NMA & NMFA Buildings and to provide a satisfactory and safe physical environment for the public and the National Museum collection.

III. RESPONSIBILITIES

1. The Contractor shall ensure that service technicians to be assigned at the National Museum 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 by the safety and security requirements of the National Museum. They must comply with the National Museum House Rules and Regulations, directives, instructions and other existing rules and regulations of the National Museum while inside the National Museum.
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 National Museum's premises. Loitering inside the National Museum'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 National Museum.
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 National Museum.
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 National Museum.

IV. SCOPE OF WORKS

A. MONTHLY PM ACTIVITIES

1. Check, clean and remove any dust build-up found inside the Fire Alarm Control Panel and Annunciator Panel.
2. Check fire alarm panel(s) and power supply units for correct mains/ charge/ battery voltages, integrity of all fuses, correct operation of all controls (switches, push buttons etc.)

3. Resetting / troubleshooting of faults (mains/charge failure, battery failure, zone faults, alarm sounder circuit faults, earth fault, etc.) and check system for correct operation.
4. Test fire alarm sounders (bells, sirens, electronic sounders) and ancillary equipment (xenon beacons, door holders, door releases, shut-down relays, repeat panels, etc.) for correct operation under "fire" conditions.
5. Checkup, cleaning and functional testing of all smoke detectors, heat detectors, and manual pull stations per floor. Repair if necessary.
6. Check integrity of field wiring in connection with all FDAS devices.
7. Check the integrity of FDAS interface to other system.
8. Complete a report document which details results of the tests, together with details of any corrective action undertaken / to be undertaken and / or recommended.
9. Orient building personnel for the proper operation and usage of the systems.

V. TECHNICAL SPECIFICATIONS

Building	Quantity	Brand	Type	No. of Zones
NMA	1 set	Photain	Conventional	36
NMF A	1 set	Honeywell	Addressable	24
	3 sets	Horning Lih	Conventional	4
	4 sets	Cooper Fire	Conventional	4

VI. SUBMITTALS

The Contractor shall furnish FMD with Preventive Maintenance Checklist / Equipment Status Report.

VII. SOURCE OF FUND

Budget is available and shall be chargeable against General Fund under MOOE Other General Services for Fiscal Year 2022.

VIII. APPROVED BUDGET FOR CONTRACT

Two Hundred Forty Thousand Pesos (**Php 240,000.00**), inclusive of all applicable taxes.

IX. CONTRACT DURATION/COMPLETION TIME

The contract shall be effective for **Twelve (12) months or until December 31, 2022 (whichever is earlier)** reckoned from the date stated in the Notice to Proceed (NTP) to be issued by FMD.

X. TERMS OF PAYMENT

The contract price shall be paid in **Monthly Billings**.

XI. CONTRACTOR'S ELIGIBILITY

The Contractor is required to submit at least One (1) similar contract awarded and completed from Y2017 up to present with an amount of at least Fifty Percent (50%) of the Approved Budget for the Contract (ABC).

The Contractor shall have at least Five (5) years experience in FDAS maintenance. Also, it shall have an experience in maintaining the brand of FDAS indicated under the Technical Specifications as stated in its list of on-going and completed contracts.

XII. PRE-TERMINATION CLAUSE

The contract is effective on the date indicated in the NTP and shall remain in full force for One (1) year or until terminated by either party (National Museum or Contractor) upon prior written notice by either party. Termination process shall follow the prescribed procedure under IRR-A R.A. 9184.

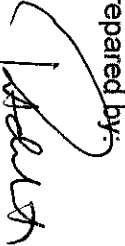
The National Museum reserves the right to pre-terminate the contract after Fifteen (15) calendar days via written notice to the Contractor, if in National Museum's opinion, after due verification of facts, the Contractor is not providing satisfactory services or is not complying with the Terms and Conditions of the Contract. The grounds for the termination of the Contractor by the National Museum include but 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 National Museum, its employee(s), member(s) or public.

XIII. LIQUIDATED DAMAGES


When the contractor fails to satisfactorily deliver goods/services under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the contractor 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 contract scheduled for every day of delay until such goods/services are finally delivered and accepted by the procuring entity concerned. In no case shall the sum of the liquidated damages exceed 10% of the total contract price, in which the procuring entity concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages.

Prepared by:



RAYMOND ALEXIS R. DOLOROTA
Administrative Officer V

Checked & Reviewed by:

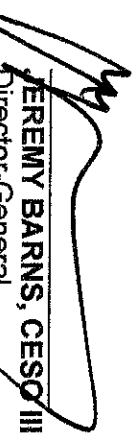

ARNELSON L. AQUINO
Architect V / O/C, FMD

Recommending Approval:



Atty. MA. FLORENZA M. FLORES-AVILA
Deputy Director-General for Administration

Approved by:


JEREMY BARNES, CESCO III
Director-General