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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8504006
Procuring Entity NATIONAL MUSEUM - MANILA METRO MANILA
Title REPLACEMENT OF DEFECTIVE PARTS OF ELEVATORS AT CENTRAL NATIONAL MUSEUM BUILDINGS
Area of Delivery Metro Manila

Solicitation Number:	RFQ-BAC-2022-14	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	0
Category:	Lifting equipment and accessories	Date Published	09/03/2022
Approved Budget for the Contract	PHP 290,000.00	Last Updated / Time	09/03/2022 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	15/03/2022 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 2022-14
 REPLACEMENT OF DEFECTIVE PARTS OF ELEVATORS AT CENTRAL NATIONAL MUSEUM BUILDINGS

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 290,000.00)
 Please see attached Terms of Reference and 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 March 15, 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:

- PhilGEPSS Registration Number;
- Mayor's /Business Permit;
- DIT 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;
- PhilGEPSS 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

Created by Edwin J. Dela Rosa
Date Created 09/03/2022

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PAMBANSANG MUSEO NG PILIPINAS
NATIONAL MUSEUM OF THE PHILIPPINES

Facilities Management Division

TERMS OF REFERENCE

“Replacement of Defective Parts of Elevators at Central National Museum Buildings”

I. BACKGROUND

The Central National Museum Buildings are equipped with different elevators that transport its employees and public viewers in going up/down of the buildings. Some of these elevators have defective parts that need to be replaced immediately in order to bring them back to their optimum performance.

II. OBJECTIVE

To maintain the effective performance and operations of elevators at the Central National Museum 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 of the Philippines (NMP) Buildings are 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 NMP. They must comply with the NMP's House Rules and Regulations, directives, instructions and other existing rules and regulations 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 or personnel 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 works shall include but not be limited to the following:

1. Mobilization
2. Assessment of elevators' compatibility with parts
3. Supply, delivery and installation of the ff. replacement parts:
 - I. MNMH Building – Nippon brand Elevator
 - a. Door controller/drive 1 unit
 - b. Door motor 1 unit
 - II. MNMH Building – Kleemann Elevator
 - a. Car Operating Panel (COP) board with indicator 1 set
 - III. NMFA Building – Journey Elevators
 - a. LED interior lights (pinlights) 4 pcs.
4. Testing and commissioning

IV. TECHNICAL SPECIFICATIONS

CRITERIA	SPECIFICATIONS
I. MNMH Building – Nippon brand Elevator	
a. Door controller/drive	• 5 stops elevator
b. Door motor	• Parts must be compatible with each other in operating the car door properly
II. MNMH Building – Kleemann Elevator	
a. Car Operating Panel (COP) board with indicator	• 6 stops elevator
III. NMFA Building – Journey Elevators	
a. LED interior lights (pinlights)	LED pinlight type

V. SUBMITTALS

The Contractor shall furnish FMD with Service Report and Photo Documentation.

VI. SOURCE OF FUND

Budget is available and shall be chargeable against MOOE Repairs and Maintenance - Other Machinery and Equipment - FY 2022.

VII. APPROVED BUDGET FOR CONTRACT

Two Hundred Ninety Thousand Pesos (Php290,000.00), Inclusive of all applicable taxes.

VIII. COMPLETION TIME

The Contractor shall perform and complete the scope of work for **30 Calendar Days** reckoned from the late stated in the Notice to Proceed (NTP) to be issued by FMD.

IX. TERMS OF PAYMENT

The contract price shall be paid in the following manner:

- a. 50% upon completion of delivery of all new parts
- b. 50% upon project completion and acceptance.

X. WARRANTY

The Supplier shall provide One (1) year warranty against factory defects reckoned from the date of delivery. Form of warranty shall be as specified in Section 62.1 of the IRR of R.A. 9184, the Government Procurement Reform Act and its Implementing Rules and Regulations.

XI. CONTRACTOR'S ELIGIBILITY

The Contractor is required to submit at least One (1) similar contract/s 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 the servicing of elevators.

XII. PRE-TERMINATION CLAUSE

The contract is effective on the date indicated in the NTP and shall remain in full force for Thirty (30) calendar days 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 by serving written notice on the Contractor. If the Contractor does not appeal or seek reconsideration of the decision to pre-terminate within Fifteen (15) calendar days from receipt of the notice, the contract is deemed terminated. The grounds for the termination of the Contract by the National Museum include but not limited to the following:

- a. Violation(s) of any of the terms and conditions of the Contract; and
- b. Any other act or omission by the Contractor or its service technicians which is detrimental or prejudicial to the interest of the National Museum, its employee(s), or the 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:

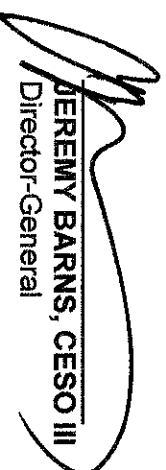

ARNELSON AQUINO
Architect IV / OIC, FMD

Recommending Approval:



ATTY. MA. ROSENNE M. FLORES-AVILLA
Deputy Director-General for Administration

Approved by:


JEREMY BARNS, CESÓ III
Director-General