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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number:** 8684726  
**Procuring Entity:** NATIONAL MUSEUM - MANILA METRO MANILA  
**Title:** SUPPLY, DELIVERY, AND PRINTING OF PHOTO, FRAMES, TEXT PANELS, AND OTHER EXHIBITION MATERIALS FOR "THE ART OF BIODIVERSITY BY GEORGE TAPAN" EXHIBITION  
**Area of Delivery:** Metro Manila

<b>Solicitation Number:</b>	REQUEST FOR QUOTATION NO. BAC 2022-22	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	3
<b>Category:</b>	General Merchandise	<b>Date Published</b>	21/05/2022
<b>Approved Budget for the Contract:</b>	PHP 612,215.63	<b>Last Updated / Time</b>	21/05/2022 00:00 AM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	26/05/2022 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 2022-22  
 SUPPLY, DELIVERY AND PRINTING OF PHOTO, FRAMES, TEXT PANELS, AND OTHER EXHIBITION MATERIALS FOR "THE ART OF BIODIVERSITY BY GEORGE TAPAN" EXHIBITION

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 612,215.63)

Please see attached Technical Specifications, Scope of Work and Drawing.

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 May 26, 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:

- PhilGEPS Registration Number;
- Mayor's /Business Permit;
- DTI Certificate/SEC Registration Certificate;
- Latest Income Tax (Paid through the BIR EPFS 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

**Created by** Edwin J. Dela Rosa  
**Date Created** 20/05/2022

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**TERMS OF REFERENCE**

**Supply, Delivery, and Printing of Photo, Frames, Text Panels and other exhibition materials for “The Art of Biodiversity by George Tapan” Exhibition.**

**I. PROJECT BACKGROUND**

The Zoology Division will be launching the Exhibition entitled “**The Art of Biodiversity by George Tapan**” which will showcase stunning photographs from the Philippines’ natural environment and its biological diversity. This is to enhance the public’s awareness of the Philippines’ geological and biological diversity through the stunning photographs captured by Mr. George Tapan. This exhibit hopes to emphasize the importance of preserving and conserving our natural environment and the biological species that thrives within.

For the viewers to grasp more the importance of Philippine natural history, an array of Mr. George Tapan’s photographs **will be displayed on the wall spaces along the ramp of NIMNH** where viewers can automatically see and appreciate them.

The original proposed date of exhibition was May 2022, but has been moved to **October 2022** for the celebration of the Museum’s month.

**II. OBJECTIVE**

The NMP is seeking a Service Provider to deliver and install exhibition systems for a temporary exhibition (herein after called as the “Project”) in the National Museum of Natural History.

**III. SCOPE OF WORK**

The Service Provider is expected to provide the following services with due diligence, efficiency in accordance with generally accepted professional techniques and practices. The scope of work under this contract comprises the fabrication, printing and installation of exhibition systems for the proposed exhibition sites (wall spaces along the walkways/ramp). There are seven (7) wall panels for each level where photographs can be displayed.:

1. Second (2nd) level will be for the Philippine fauna;
2. Third (V) level will be on geology / rock formations;
3. Fourth (4th) level for flora of the Philippines and;
4. Fifth (5th) level will be for indigenous peoples and biodiversity

All revisions and deviation from the approved plans, especially if it shall impact the overall cost of the project, shall be subject for approval. The works shall include but are not limited to the following:

## 1. Supply and Delivery of Exhibition Materials

### SCOPE OF WORK

1. Supply and delivery of Frames, Glass Cover and Matting.
  - 28 pcs Solid Wood Frame (See attached photo for the complete dimensions)
2. Printing of Print Media components:
  - Print on Photo Paper Matte/Laminated
    - Photographs (1000mmx1300mm)
    - Captions (verify measurement)
    - Texts (verify measurement)

### Note:

1. All images/photographs, texts, and captions will be provided by the NMP point person.
2. Provide sample print of graphic panels for quality check and assessment of NMP.

### Electrical and Lighting Works

1. Supply of 9 watts LED Track Lights, Electrical Wire, Trackbars, and other electrical supplies and materials.

## IV. TECHNICAL SPECIFICATIONS

### 1. Material

- 4" x 1" Solid Wood frames must be in wenge wood varnish finish. Provide at least 100mm mat boards and 1/4" thick MDF or Marine Plywood backing for the photographs. See attached photo for the complete dimensions and frame reference.
- The frames must be stable, sturdy, and secure once installed to prevent from falling.
- Any other wooden materials to be used in the exhibition must undergo fumigation and/or chemical treatment to ensure durability and resistance against termites, wood borers, and fungi.

### 2. Glazing Works

- The glazing must be 3mm thick tempered clear glass to reduce light and harmful ultraviolet rays that can damage the integrity of the artwork/photographs.

### 3. Electrical and Lighting Works

- All electrical and lighting fixtures shall be new and of the approved type for both location and purpose intended.
- 9 watts LED lights must be UV-Filtered lamp to protect the objects from direct heat.

**V. APPROVED BUDGET FOR THE EXHIBITION**

Approved Budget for Contract combined **SIX HUNDRED TWELVE THOUSAND TWO HUNDRED FIFTEEN AND SIXTY-THREE CENTS (Php 612,215.63)** from the General Fund (c/o Deputy Director-General for Museums Offices, please see PMP). The budget is inclusive of expenses for the supply and delivery of materials of the exhibition. This budget does not include text writing and translation. This cost includes contractors profit and VAT. The following is the breakdown of the approved budget: Breakdown see below:

**VI. DELIVERY OF SUPPLIES AND MATERIALS**

The winning bidder shall be given a maximum of (30) calendar days from receipt of Notice to Proceed to delivery of the above-stated supplies and materials.

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

**VII. WARRANTY / REPLACEMENT OF MATERIALS**

Replacement of exhibition materials in case of defects not attributed to client.

In case of failure to comply with the quality and condition, approved specification of supplies and materials, the supplier shall undertake replacement of such materials.

**VIII. QUALIFICATIONS OF SUPPLIER/ PRINTER**

Must be able to comply with the requirements, terms and conditions set by the NMP Bids and Awards Committee.

**X. MODE 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.

**XI. LIQUIDATED DAMAGES**

When the supplier fails to satisfactory 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 the 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.

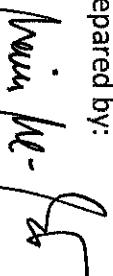
## XII. PRE TERMINATION CLAUSE

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 Supplier) 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 (15) calendar days via written notice to the Supplier, if based on NIMP' opinion, after due verification of facts, the Supplier is not providing satisfactory services or is not complying with the Terms and Conditions of the Contract. The grounds for the termination of the Supplier by the NIMP include but are not limited to the following:

1. Violation/s in any of the Terms and Condition of the Contract; and
2. Any other act of omission by the Supplier or its service technicians which is detrimental or prejudicial of the NMP, its employee/s, or the public.

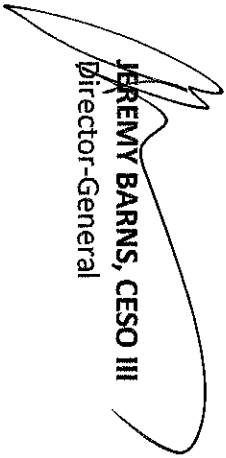
Prepared by:

  
**MARIVEN M. SANTOS**  
Museum Curator I  
Zoology Division

Recommending Approval:

  
**JORELL LEGASPI**  
Deputy Director-General for Museums

Approved:

  
**JEREMY BARNES, CESO III**  
Director-General

NATIONAL MUSEUM OF THE PHILIPPINES  
P. BURGOS ST., ERMITA 1000 MANILA, PHILIPPINES

PAMBANGSANG MUSEO NG PILIPINAS  
NATIONAL MUSEUM OF THE PHILIPPINES

DIVISION:  
**EEMPSD**  
Exhibition, Editorial and Media  
Production Services Division

EXHIBITION TITLE:  
**THE ART OF  
BIODIVERSITY  
BY GEORGE TAPAN**  
National Museum of Natural History

DATE:  
CHECKED BY:  
MARIO S. ALVAREZ  
SUPERVISING ARCHITECT - EXHIBITS

RECOMMENDING APPROVAL:  
MARIVIC M. SANTOS  
MUSEUM CURATOR / I/O - 20

APPROVED BY:  
JORELL M. LEGASPI  
DEPUTY DIRECTOR - GENERAL FOR MUSEUMS

REVISION NO.:  
JEREMY BARNS, CEO III  
DIRECTOR - GENERAL

DRAWN BY:  
AEB  
SCALE: AS SHOWN  
DATE: 01/04/2022  
FILE: EEMPSD  
DRAWING NO.: 005 22

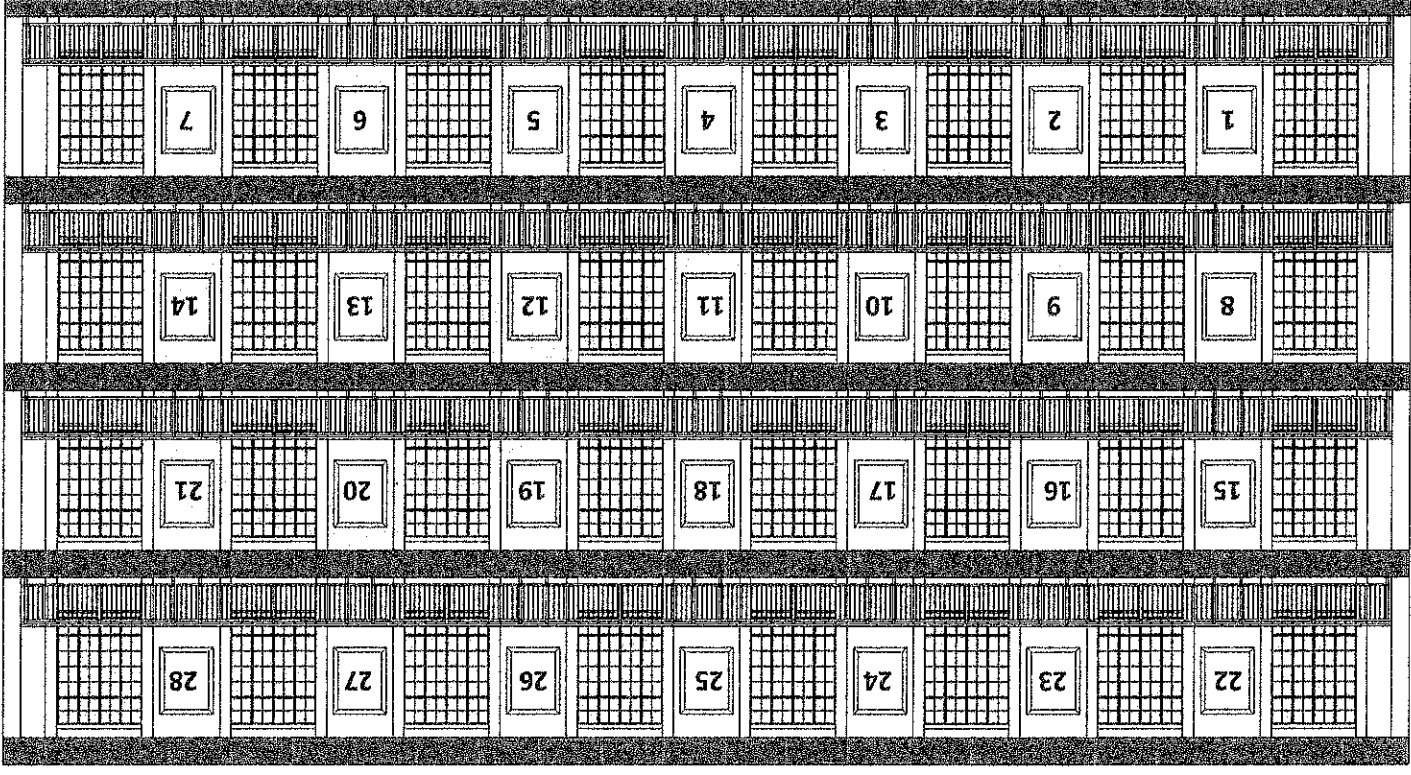
1-3

FIFTH LEVEL  
Indigenous People  
& Biodiversity

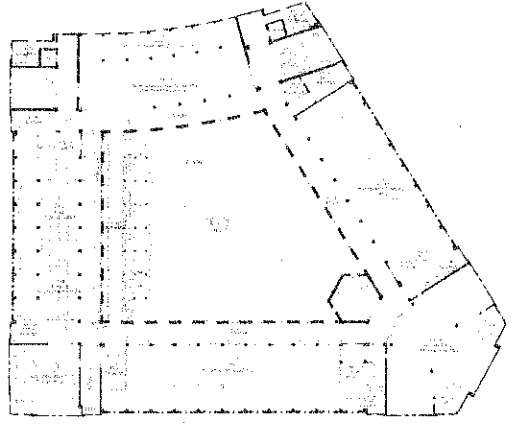
FOURTH LEVEL  
Flora of the Philippines

THIRD LEVEL  
Geology & Rock  
formation

SECOND LEVEL  
Philippine Fauna



Key Plan  
Not to Scale  
Location of Photographs along MNIN Ramp  
Not to Scale



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

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DIVISION:

**E M P S D**

Exhibition, Editorial and Media  
Production Services Division

EXHIBITION TITLE:

**THE ART OF  
BIODIVERSITY  
BY GEORGE TAPAN**

National Museum of Natural History

DATE:

CHECKED BY:

**ALVIN S. ALVAREZ**  
SUPERVISING DIVISION OFFICER - EMPSD

**MARIVEN M. SANTOS**  
MUSEUM CURATOR / I/OIC - ZD

RECOMMENDING APPROVAL:

**JORELL M. LEGASPI**  
DEPUTY DIRECTOR - GENERAL FOR MUSEUMS

APPROVED BY:

**Assembly of Solid Wood Frame**  
Not to Scale

Quantity : 28 Sets of Frame

**Solid Wood Frame in Wenge Wood**  
Varnish Finish  
4" x 1" thk. Solid Wood Frame  
1200mm x 1500mm Overall Dimension

**Glazing**  
3mm Thk. Non-glare Tempered Clear Glass

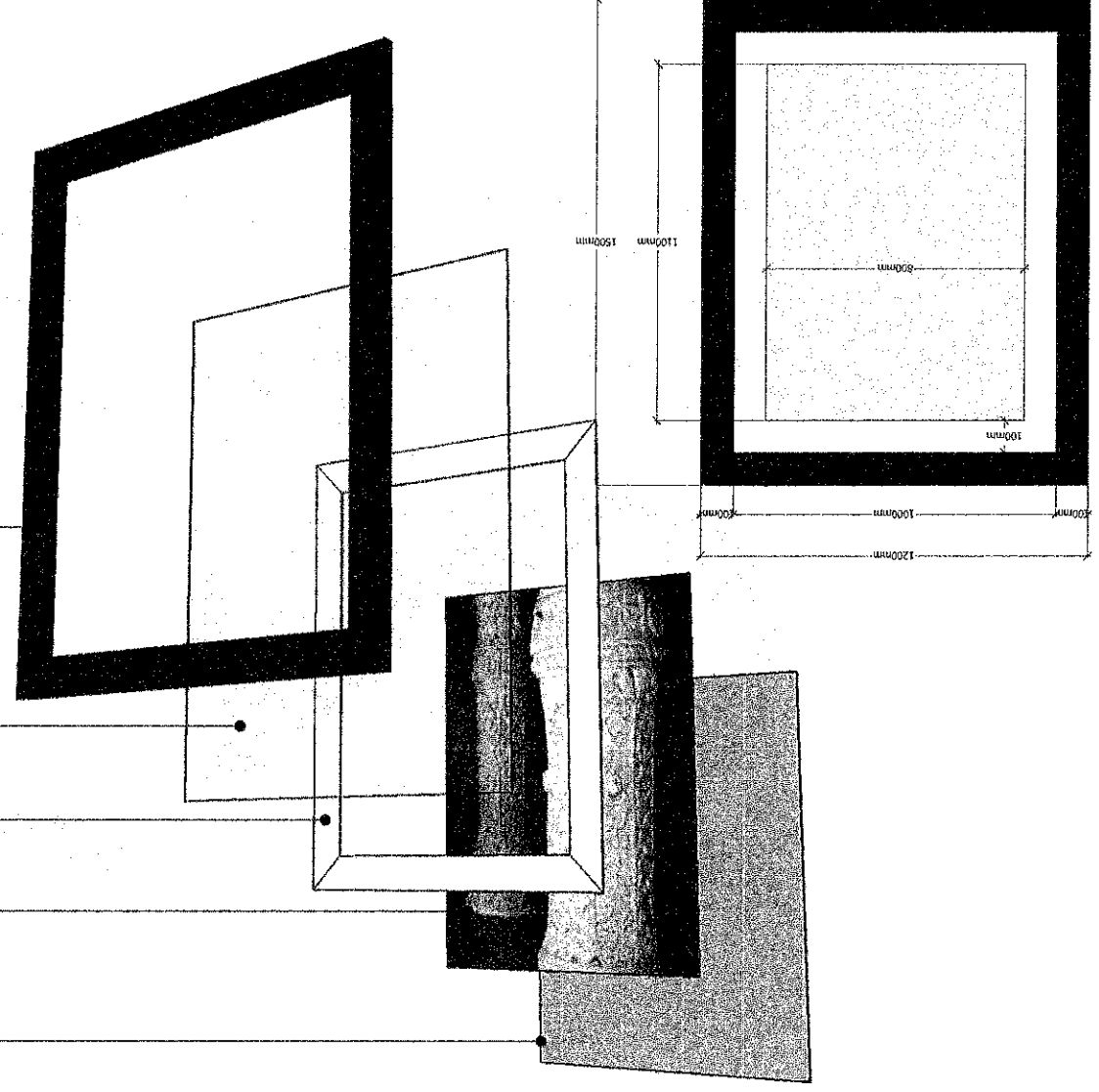
**Mat Board**  
3mm Thk. White Foam board

**Sample Photographs**  
1000mm x 1300mm

**Backing with provision of hooks & locks**  
1/4" Thick Marine Plywood

NOTE:  
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\*Verify specimen/object actual dimensions

**Dimension of Solid Wood Frame**  
Not to Scale



REVISION NO.:  
DRAWN BY: SHEET NO.:  
SCALE: AS SHOWN  
DATE: 01/04/2022  
FILE: EMPSD

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**JEREMY BARNS, CESO III**  
DIRECTOR - GENERAL



NATIONAL MUSEUM OF THE PHILIPPINES  
 PAMBANSANG MUSEO NG PILIPINAS  
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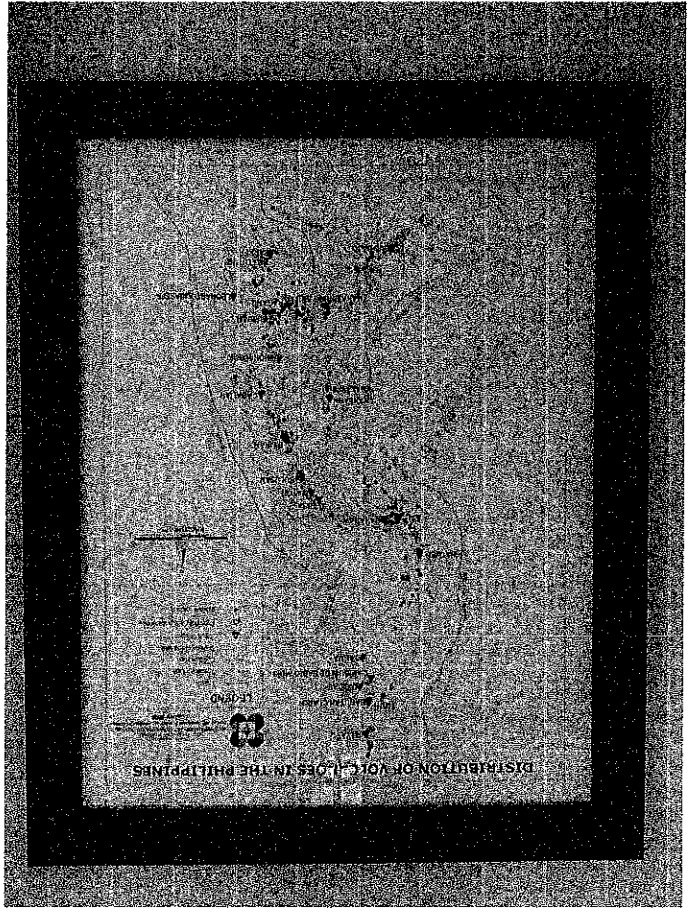
DATE:  
 CHECKED BY:

ALYAN, ALVAREZ  
 SUPERVISING ADMINISTRATIVE OFFICER/IC - EMPSP  
 MARIVEN M. SANTOS  
 MUSEUM CURATOR/IC - ZD  
 RECOMMENDING APPROVAL:

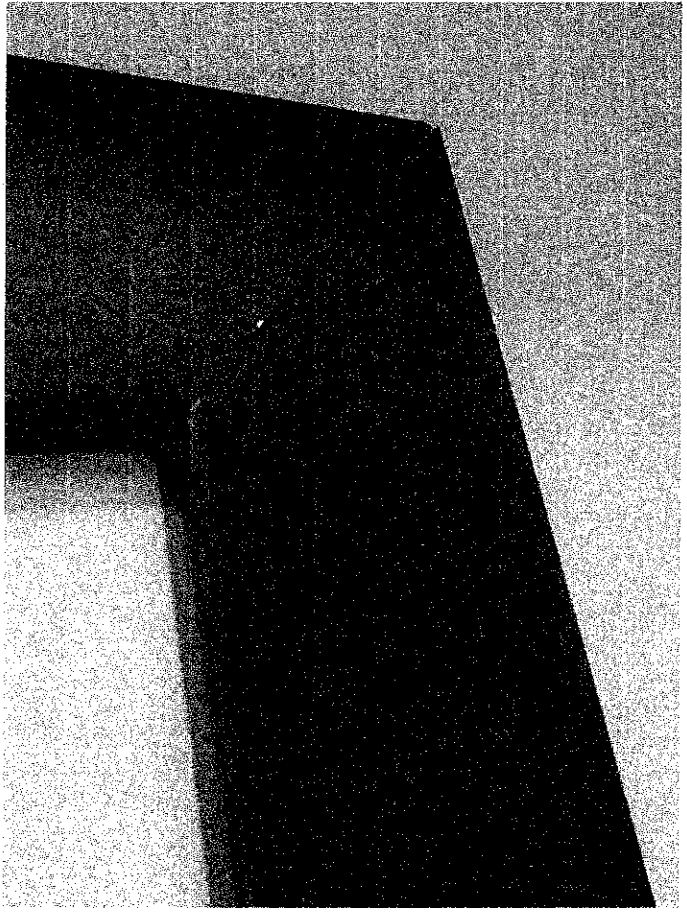
JORELL M. LEGASPI  
 DEPUTY DIRECTOR - GENERAL FOR MUSEUMS  
 APPROVED BY:

JEREMY BARNS, CEO III  
 DIRECTOR - GENERAL  
 REVISION NO:

FILE: REARSD  
 DATE: 01/04/2022  
 SCALE: AS SHOWN  
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 SHEET NO:  
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 DRAWING NO. 005 22



Assembly of Solid Wood Frame  
 Not to Scale



Blow-Up of Solid Wood Frame  
 Not to Scale

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