



# PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8836718  
**Procuring Entity** NATIONAL MUSEUM - MANILA METRO MANILA  
**Title** PRINTING OF NMP FY 2021 ANNUAL REPORT  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	REQUEST FOR QUOTATION NO. BAC 2022-33	<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 - General Support Services	<b>Document Request List</b>	1
<b>Category:</b>	Printing Services	<b>Date Published</b>	15/07/2022
<b>Approved Budget for the Contract:</b>	PHP 214,000.00	<b>Last Updated / Time</b>	15/07/2022 00:00 AM
<b>Delivery Period:</b>	10 Day/s	<b>Closing Date / Time</b>	22/07/2022 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

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): Two Hundred Fourteen Thousand Pesos (PHP 214,000.00)  
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 July 22, 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; and
- Notarized Omnibus Sworn Statement (GPBB-Prescribed Form).

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** 14/07/2022

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## **OFFSET PRINTING OF NMP 2021 ANNUAL REPORT**

### **1. Scope of Work**

The National Museum of the Philippines is soliciting quotes for the printing of the NMP 2021 Annual Report. The winning bidder shall deliver the printed books to the Office – ODG/Planning, Management, and Information Systems Section, 4<sup>th</sup> Floor., National Museum of Fine Arts Bldg., P. Burgos St., Ermita, Manila

### **2. Deliverable**

Within 10 working days after approval of proofs

### **3. Qualification Requirements of the Service Providers**

- Should be a reputable printing company that can operate and provide printing services; and,
- Must have at least three (3) years of experience in providing printing services on a nationwide scale

### **4. Right of Museum to Terminate Contract**

The National Museum of the Philippines shall have the right to terminate the Contract, at any time, whenever it sees necessary, after a thirty (30)-day written notice to the Printing Services Provider. The grounds for the termination of service include but are not limited to the following grounds:

Violation(s) in any of the Terms and Conditions of the Contract

- a. When it has violated other obligations required under its contract with the Museum and refused to comply and/or remedy the violation within the reasonable period given by the Museum; and
- b. When the Printing Services Provider fails to comply with the posting of the performance security as required within the reasonable period prescribed by the Museum

### **5. Liquidated Damages**

When the contractor fails to satisfactorily deliver goods or 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 or 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


**TECHNICAL SPECIFICATIONS FOR THE PRINTING OF THE NATIONAL MUSEUM OF  
THE PHILIPPINES FY 2021 ANNUAL REPORT**

Particulars	
<b>Quantity</b>	100 pcs
<b>Size</b>	8.27 x 11.69 inches (folded), 16.54 x 11.69 inches (spread)
<b>Color</b>	Full-color
<b>Pages</b>	pages including cover (135 - 150)
<b>Stock</b>	Cover – C2S 220# Inside – C2S 80#
<b>Process</b>	Computer to Plate, Offset printing
<b>Binding</b>	Perfect Binding
<b>Lamination</b>	Cover – Matte Lamination, 1 side
<b>Others</b>	Digital File Supplied (Indesign or Photoshop) w/ 1 set of proofs
<b>Delivery</b>	National Museum of the Philippines P. Burgos Drive, Manila (10-15 working days after approval of proofs)
<b>Approved Budget for the Contract (ABC)</b>	Php 214,000.00 (Inclusive of applicable taxes)
<b>Payment Terms</b>	100% payment upon satisfactory acceptance and delivery of the printed copies

Prepared by:

  
**NOEL OLIVER K. MATURINGAN**  
Planning Officer II


Reviewed and submitted by:

  
**MARIANATHE KAY F. MISA**  
OIC-PMISS

Recommending Approval:

  
**ATTY. MA. ROSENNE M. FLORES AVILA**  
Deputy Director General for Administration

Approved by:

  
**JEREMY R. BARNS**  
Director-General

## ANNEX A: DISTRIBUTION LIST

NMP CENTRAL MUSEUM COMPLEX		
Board of Trustees and Secretariat		15
Office of The Director-General		1
Office of The Deputy Director-General for Museums		1
Office of The Deputy Director-General for Administration		1
Legal Services Section		1
Internal Audit Section		1
Planning and Management Information Systems Section		1
Information and Communications Technology Section		1
Communications and External Affairs Sections		1
Security Management Section		1
Research, Collections, And Conservation Management Division		1
Exhibition, Editorial, And Media Production Services Division		1
Museum Services Division		1
- Library Unit		8
Central Museum Visitor Operations Division		1
Regional Administration and Operations Division		1
Financial Services Division		1
General Administrative Services Division		1
Human Resources Management Division		1
Facilities Management Division		1
Fine Arts Division		1
Architectural Arts and Built Heritage Division		1
Maritime and Underwater Cultural Heritage Division		1
Ethnology Division		1
Geology and Paleontology Division		1
Botany and National Herbarium Division		1
Zoology Division		1
NMP RASMSOS		
Northern-Central Luzon / Cordillera National Museums		
NMP - Vigan and Magsingal, Ilocos Sur		1
NMP - Uyugan, Batanes		1
NMP - Peñablanca, Cagayan		1
NMP - Kiangan, Ifugao		1
NMP - Kabayan, Benguet		1
Southern Luzon / Mimaroipa National Museums		
NMP - Angono, Rizal		1
NMP - Boac, Marinduque		1
NMP - Banton, Romblon		1
NMP - Quezon, Palawan		1
NMP - Daraga, Albay		1
Visayas National Museums		
NMP - Cebu City		1
NMP - Dumaguete, Negros Oriental		1
NMP - Tagbilaran, Bohol		1
NMP - Iloilo City		1
Mindanao National Museums		
NMP - Butuan City		1

NMP - Zamboanga City	1
NMP - Jolo, Sulu	1
TOTAL	66
Other partners and stakeholders	34
GRAND TOTAL	100

MKM