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**Bid Notice Abstract**

**Request for Quotation (RFQ)**

**Reference Number**      9869917

**Procuring Entity**      NATIONAL MUSEUM - MANILA METRO MANILA

**Title**      REPLACEMENT OF DEFECTIVE PARTS OF ELEVATORS AT CENTRAL NMP

**Area of Delivery**      Metro Manila

<b>Solicitation Number:</b>	REQUEST FOR QUOTATION NO. BAC 2023-014	<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>	0
<b>Category:</b>	General Repair and Maintenance Services	<b>Date Published</b>	22/06/2023
<b>Approved Budget for the Contract:</b>	PHP 659,408.00	<b>Last Updated / Time</b>	22/06/2023 00:00 AM
<b>Delivery Period:</b>	60 Day/s	<b>Closing Date / Time</b>	29/06/2023 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		
<b>Description</b>			

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".

Project Title: Replacement of Defective Parts of Elevators at Central NMP

ABC: PHP 659,408.00

Note: Please see attached Technical Specifications

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 June 29, 2023, 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) PhilGEPS Registration Number;
- (b) Latest Income Tax (paid through the BIR Electronic Filing and Payment System (EFPS) with BIR Stamp)
- (c) Mayor's /Business Permit
- (d) Notarized Omnibus Sworn Statement (GPBB-Prescribed Form).

The envelope shall bear the following:

- (a) Title of the project to be bid,
- (b) PhilGEPS 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 4.1 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:

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** 21/06/2023

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PAMBANSANG MUSEO NG PILIPINAS  
NATIONAL MUSEUM OF THE PHILIPPINES

**PROJECT PROFILE**

<b>TITLE:</b> Replacement of Defective Parts of Elevators at Central NMP
<b>LOCATION:</b> Ermita, Manila
<b>IMPLEMENTING UNIT:</b> Facilities Management Division (FMD)
<b>DESCRIPTION:</b> The National Museum Complex is composed of Three (3) Buildings, the National Museum of Fine Arts (NMFA), National Museum of Anthropology (NMA), and National Museum of Natural History (NMNH). These buildings were equipped with various brands of elevators. Based on the diagnostic findings of our preventive maintenance service provider for elevators, Nanotech International Lift Services, Inc., there were various defective parts that need to be replaced immediately. This project will replace these defective parts with new and the same specifications.  <b>OBJECTIVE:</b> To maintain the effective performance and operations of elevators of the Central NMP Buildings and to provide a satisfactory and safe physical environment for the public and the National Museum collection.
<input type="radio"/> <b>SCOPE OF WORK</b> <i>(for Infrastructure Projects)</i> <input checked="" type="radio"/> <b>TECHNICAL SPECIFICATIONS</b> <i>(for Goods/Services Projects)</i> <input type="radio"/> <b>TERMS OF REFERENCE</b> <i>(for Consulting Services Projects)</i>
<ol style="list-style-type: none"><li>1. Repair of "Journey" Elevator at NMFA Building<ol style="list-style-type: none"><li>a. Replacement of Door Opening Button</li></ol></li><li>2. Repair of "IFE" Elevator at NMFA Building<ol style="list-style-type: none"><li>a. Replacement of Power Supply 24VDC</li><li>b. Replacement of Main Board - CTRL 70A</li></ol></li><li>3. Repair of "Elecol" Elevator at NMA Building<ol style="list-style-type: none"><li>a. Replacement of Counterweight Guide Shoe</li></ol></li><li>4. Repair of "Kiku" Elevator at NMA Building<ol style="list-style-type: none"><li>a. Replacement of "HITAKE" Inverter</li><li>b. Reprogramming Works</li></ol></li><li>5. Repair of "Kleeman" Elevator at NMNH Building<ol style="list-style-type: none"><li>a. Brake Assembly of Traction Motor</li></ol></li></ol>
<b>RESPONSIBILITIES:</b> <ol style="list-style-type: none"><li>1. The Contractor shall ensure that personnel to be assigned at the 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 FMD.</li><li>2. The Contractor and its personnel 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.</li><li>3. The Contractor's personnel shall subject themselves to security checks, but not limited to examination of the person and/or his/her personal belongings.</li><li>4. The Contractor shall ensure that its personnel wear their proper company working uniform equipped with appropriate Personal Protective Equipment (PPE) and identification cards during the course of the contract inside the NMP's premises. Loitering inside the NMP's premises is not allowed.</li><li>5. The Contractor shall provide/equip all its personnel with the tools during the course of the contract without any additional cost to the NMP.</li></ol>

6. The Contractor shall see to it that the area is clean and in its original condition after the course of the contract. Any damage/s caused by the Contractor's 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.

**SUBMITTALS:** Delivery Receipt and Photo Documentation

**SOURCE OF FUND:** Budget is available and should be chargeable against General Fund under MOOE – Repairs and Maintenance – Other Machinery and Equipment for Fiscal Year 2023.

**APPROVED BUDGET FOR CONTRACT:** Six Hundred Fifty-Nine Thousand Four Hundred Eight Pesos (Php 659,408.00), Inclusive of all applicable taxes.

**COMPLETION TIME:** The contract shall be effective for **Sixty (60) Calendar Days** reckoned from the date stated in the Notice to Proceed (NTP).

**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.

**WARRANTY:** The Contractor shall provide **One (1) year** warranty reckoned from the date of completion and acceptance. 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.

**CONTRACTOR'S ELIGIBILITY:** Requirements for Small-Value Procurement

**LIQUIDATED DAMAGES:** When the contractor fails to satisfactorily deliver goods 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 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.

**PRE-TERMINATION CLAUSE:**

The contract is effective on the date indicated in the NTP and shall remain in full force for **Sixty (60) Calendar Days** or until terminated by either party (NMP or Contractor) upon prior written notice by either party. Termination process shall follow the prescribed procedure under IRR-A R.A. 9184.

The NMP 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 NMP include but not limited to the following:

1. Violation(s) of any of the terms and conditions of the Contract; and
2. Any other act or omission by the Contractor which is detrimental or prejudicial to the interest of the NMP, its employee(s), or the public.

Prepared by:

  
**ROLAN ROEL G. BULAO**  
Engineer III - FMD

Checked & Reviewed by:

  
**Ar. NELSON L. AQUINO**  
Archited IV / OIC, FMD

Date: 6/8/23

Date:

Recommending Approval:

Approved by:

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

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

Date:

Date: