 PAMBANSANG MUSEO NG PILIPINAS NATIONAL MUSEUM OF THE PHILIPPINES	REQUEST FOR QUOTATION	
	Document Reference No.	NMP-GAS-F-028
	Effectivity Date:	03 March 2023
	Version no.:	2023-001

REQUEST FOR QUOTATION NO. SMS 2024-02-0016

REPAIR OF AIR-CONDITIONING SYSTEM AT WESTERN VISAYAS REGIONAL MUSEUM AND SATELLITE OFFICE
(NMP ILOILO)

The National Museum of the Philippines (NMP), through the Supply Management Section (SMS), 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): **One Hundred Fifty Thousand Pesos (Php 150,000.00)**

Terms of Payment: **The contract price shall be fully paid upon project completion and acceptance.**

Note: Please see attached Technical Specification.

Bids must be duly received by the Supply Management Section through manual submission at the office address indicated below. **LATE BIDS SHALL NOT BE ACCEPTED.**

In view thereof, the Supply Management Section requests the submission of your Price Quotation/Bid Proposal for the above project on or before **February 19, 2024**, not later than **5:00 P.M.**

For projects with **ABC of Php 50,000.00 above**, kindly place your quotation/bid proposal in a **SEALED ENVELOPE** together with three (3) copies the following documentary requirements:

- (a) PhilGEPS Registration Number;
- (b) Mayor’s /Business Permit;
- (c) Revised Omnibus Sworn Statement, duly Notarized with seal (for ABCs above P50K)

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 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:
ANA CONCEPCION M. PIANG
Administrative Officer V, SMS - GASD
2/F, Supply Section, North Annex of the Fine Arts Building
National Museum of the Philippines (Motorpool)
Padre Burgos Street, Manila 1000
Tel. No. 8298-1100 Local 1029


ANA CONCEPCION M. PIANG
Administrative Officer V
Supply Management Section
General Administrative Services Division


Note: For canvasses conducted by Supply Management Section only

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REQUEST FOR QUOTATION OF PRICES					
NO.	QTY.	UNIT	SPECIFICATION	UNIT PRICE	TOTAL
1	1	lot	Repair of Air-Conditioning System at Western Visayas Regional Museum and Satellite Office (NMP Iloilo)		
	12	units	Cleaning of Indoor Units		
	2	units	Troubleshooting of "Samsung" Master Outdoor Unit		
	2	units	Troubleshooting of "Samsung" Sub-Master Outdoor Unit		
	4	units	Repair of Outdoor Unit Boards		
	1	lot	Repatch Coil from Outdoor to Indoor Unit		
	1	lot	Testing & Commissioning		
			Please see attached Technical Specification for the Responsibilities and Terms & Condition of the project.		
				TOTAL	

I hereby certify that I am in a position to furnish the above article/s services with the specification and in quantities as called for except what I have encountered offered with their corresponding prices. The articles are available in our stock for immediate delivery to the National Museum of the Philippines, Manila-Central Office. We can deliver the item/s in _____ working days upon receipt of Purchase Order. Our prices are good for _____ days only.

SIGNATURE OVER PRINTED NAME OF PROPRIETOR / MANAGER
AUTHORIZED REPRESENTATIVE WITH CONTACT DETAIL

 PAMBANSANG MUSEO NG PILIPINAS NATIONAL MUSEUM OF THE PHILIPPINES	PROJECT PROFILE	
	Document Reference No.	NMP-BAC-F-020
	Effectivity Date:	30 June 2023
	Version no.:	2023-000

TITLE: Repair of Air-Conditioning System at Western Visayas Regional Museum and Satellite Office (NMP Iloilo)																		
LOCATION: Iloilo City																		
IMPLEMENTING UNIT: Facilities Management Division																		
DESCRIPTION: The Western Visayas Regional Museum and Satellite Office (Old Provincial Jail) was equipped with VRF Type Air-conditioning System, "Samsung" brand, and installed in year 2018. Last October 2023, the preventive maintenance service contractor, Rose Aire Enterprises Inc., recommended repair of outdoor unit boards.																		
OBJECTIVE: To maintain the effective performance and operations of air-conditioning system of NMP Iloilo Building and to provide a satisfactory and safe physical environment for the public and the National Museum collection.																		
<input type="radio"/> SCOPE OF WORK (for Infrastructure Projects) <input checked="" type="radio"/> TECHNICAL SPECIFICATIONS (for Goods/Services Projects) <input type="radio"/> TERMS OF REFERENCE (for Consulting Services Projects)																		
<table><tr><td>1. Cleaning of Indoor Units</td><td>12</td><td>units</td></tr><tr><td>2. Troubleshooting of "Samsung" Master Outdoor Unit</td><td>2</td><td>units</td></tr><tr><td>3. Troubleshooting of "Samsung" Sub-Master Outdoor Unit</td><td>2</td><td>units</td></tr><tr><td>4. Repair of Outdoor Unit Boards</td><td>4</td><td>units</td></tr><tr><td>5. Repatch Coil from Outdoor to Indoor Unit</td><td>1</td><td>lot</td></tr><tr><td>6. Testing & Commissioning</td><td>1</td><td>lot</td></tr></table>	1. Cleaning of Indoor Units	12	units	2. Troubleshooting of "Samsung" Master Outdoor Unit	2	units	3. Troubleshooting of "Samsung" Sub-Master Outdoor Unit	2	units	4. Repair of Outdoor Unit Boards	4	units	5. Repatch Coil from Outdoor to Indoor Unit	1	lot	6. Testing & Commissioning	1	lot
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6. Testing & Commissioning	1	lot																
RESPONSIBILITIES: <div>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.</div> <div>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.</div> <div>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.</div> <div>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.</div> <div>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.</div> <div>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.</div> <div>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.</div>																		
SUBMITTALS: Service Report and Photo Documentation																		
SOURCE OF FUND: General Fund for FY 2024 (MOOE Repairs and Maintenance – Buildings)																		
APPROVED BUDGET FOR CONTRACT: One Hundred Fifty Thousand Pesos (Php 150,000.00), Inclusive of all applicable taxes.																		

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COMPLETION TIME: The contract shall be effective for **Thirty (30) Calendar Days** reckoned from the date stated in the Notice to Proceed (NTP).

TERMS OF PAYMENT: The contract price shall be fully paid 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.

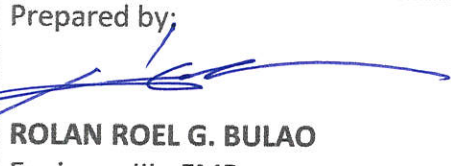
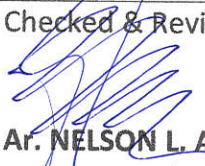


CONTRACTOR’S ELIGIBILITY: Requirements for Small-Value Procurement

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 **Thirty (30) 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 Architect IV / OIC, FMD
Date: <u>2/12/24</u>	Date:
Recommending Approval:  Atty. MA. ROSENNE M. FLORES-AVILA Deputy Director-General for Administration	Approved by:  JEREMY BARNs, CESO III Director-General
Date:	Date: