 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 2024-02-0030

PREVENTIVE MAINTENANCE AND CALIBRATION OF VARIOUS MICROSCOPES

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 Ninety Thousand Pesos (Php 190,000.00)**

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

Terms of Delivery: **The service provider shall deliver the calibration and preventive maintenance Fifteen (15) calendar days reckoned from the date stated in the PO/Notice to Proceed.**

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 **March 4, 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:

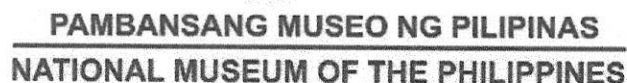
- (a) Title of the project to be bid,
- (b) PhilGEPS Posting Reference Number,
- (c) Name, Address and Contact Number of the bidder; and
- (d) Addressed to the information indicated below.

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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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

RESEARCH, COLLECTIONS AND CONSERVATION MANAGEMENT DIVISION

TERMS OF REFERENCE

“One (1) Lot Periodic Preventive Maintenance and Calibration of Various Microscopes in the National Museum of the Philippines Central Office”

I. BACKGROUND

The Research, Collections and Conservation Management Division (RCCMD) is the responsible unit for the up keeping in terms of repair and maintenance of technical and scientific equipment (TSE) of research divisions in the NMP Central Office to ensure its maximum utilization. RCCMD determines the need of the said TSE by working in coordination with the curatorial and research division.

II. OBJECTIVE

To calibrate and conduct preventive maintenance on NMP microscopes in the Central Office to ensure its maximum utilization and help researchers in the analysis of specimen for study, research and conservation purposes.

III. SCOPE OF WORK

It will be expected of the service provider to assess, calibrate, conduct preventive maintenance and will receive and translate government orders and finish the service in terms of the stipulated agreement and timeframe.

IV. TECHNICAL SPECIFICATIONS

All Microscopes with set of specifications were pre-inspected and indicated in the service report must be calibrated and maintained as follows:

Item	Model	Serial #	Status	Recommendation
1	True Vision	2H10957	Blur image @ 40X, trinocula - loose, lamp -Ok, condenser for alignment, lens and eyepiece with dust, stage - ok, for test of software and camera For PM and demo of software and camera	For PM and demo of software and camera.
2	True Vision	1027328	loose connection on bulb, Software - Ok, PC slow response, Parts and accessories - Ok	For PM and Calibration, Rec. PC set
3	Nikon e200	3 622263	blur on 40 and 100X, Eyepiece with dust	For PM and Calibration. Rec. PC set
4	Leica	116169	lens and eyepiece with dust, Image on software with dots	For PM
5	Nikon SMZ800N	228890	lens and eyepiece with dust	For PM

6	Leica	10446339	lens and eyepiece with dust, stage stuck -up	For PM
7	Nikon E100	726047	lens and eyepiece with dust	For PM
8	Leica	10446339-56D	head mis-align, eyepiece stage lamp Ok	For replacement of microscope
9	No brand	HGS79767	lens and eyepiece with dust	For PM
10	True Vision	928498	busted lamp on down, eyepiece and lens with dust, loose trinocular	For PM
11	Optika	530130	Eyepiece and lens with dust, for stage swap, software ok, for centering	For PM and Calibration
12	Olympus SZ61	TR 7C03463	Eyepiece and lens with dust	For PM
13	NTX-5C	No SN#	Eyepiece and lens with dust, bulb Ok	For PM
14	No Brand	119372	Eyepiece and lens with dust	For PM
15	SM80	90020	Eyepiece and lens with dust, microscope with stain and rusty	For PM
16	Premier	No SN#	defective microscope	For replacement of microscope
17	SZ	229257	Eyepiece and lens with dust, Unit for display only	For PM
18	SM80	90021	Eyepiece and lens with dust, microscope with stain and rusty	For PM
19	Harman	119373	Eyepiece and lens with stain, blur on 100X	For PM
20	Campbridge	No SN#	defective microscope	For replacement of microscope

V. SOURCE OF FUNDS

Budget is available and shall be chargeable against General Fund under the Repairs and Maintenance for Fiscal Year 2024.

VI. APPROVED BUDGET FOR CONTRACT

One Hundred Ninety Thousand Pesos Only (Php 190,000.00), inclusive of all applicable taxes.

VII. DELIVERY SCHEDULE

The service provider shall deliver the calibration and preventive maintenance Fifteen (15) calendar days reckoned from the date stated in the Purchase order / NTP. *AP*

VIII. TERMS OF PAYMENT

The contract price shall be fully paid upon completion of delivery.

IX. LIQUIDATED DAMAGES

When the supplier 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 days 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 may rescind the contract and impose appropriate sanctions over and above the liquidated damages.

IX. WARRANTY

The supplier shall provide service warranty within Sixty (60) days after delivery date.

Prepared by:


RODERICK D. MANALOTO
Administrative Officer IV, RCCMD

Noted by:


ANNE ROSETTE G. CRELENCIA
CAO, RCCMD

Approved by:


JORELL M. LEGASPI
Deputy Director-General for Museums