



National Commission for Culture and the Arts

**National Library of the Philippines**

P.O. Box 2926  
T. M. Kalaw Street, Ermita 1000  
Manila, Philippines

Phone: (632) 524-1011  
Email: [tnlbac@yahoo.com](mailto:tnlbac@yahoo.com)

**REQUEST FOR QUOTATION**

The **NATIONAL LIBRARY OF THE PHILIPPINES** through its Bids and Awards Committee invites bidders / suppliers to bid for **Preservation Supplies**:

Item No.	Qty	Unit	Item Description	Unit Cost	Total
1	100	pc.	<b>MULTI-USE PERMA/DUR ARCHIVAL CORRUGATED B-FLUTE BOARD</b> acid free, lignin free, 40" x 60", .060 thickness, buffered, gray color, non-bleeding, DOUBLE WALL 30"X40"	750.00	75,000.00
2	100	pc.	<b>ACID FREE STORAGE CARTON</b> economical, archival storage, 15"x12"x10", tan, acid free, ready to assemble	700.00	70,000.00
3	800	pc.	<b>PERMA/DUR REINFORCED FOLDERS</b> legal size, 14.75"W x 10.25"H, pre-scored, large, 1" exposed tab, acid free, lignin free, buffered	90.00	72,000.00
4	100	pc.	<b>VERTICAL FILE JACKET</b> made of sturdy .10 Perma/dur folder stock with an alkaline reserve and have .5" exposed reinforced extended back for labeling. Pleats for 1" expansion also give the file a firm base on which to stand. 14.74" x 9.5"	150.00	15,000.00
5	100	roll	<b>DOUBLE COATED TAPE</b> 3M, #415, 0.25"x36 yards	350.00	35,000.00
6	200	sheet	<b>UNBUFFERED LIGHWEIGHT FOLDERS STOCK</b> 7 point off white paper, acid free, long grain, 30"x40"	200.00	40,000.00
7	3	roll	<b>MELINEX FILM ROLL</b> clear archival polyester (melinex or equivalent) film, 40" x 200 ft. roll, 0.003	22,000.00	66,000.00
			<b>ACRYLIC CLEAR SHEET</b> non-breakable. Lightweigh material		
8	4	pc.	12" x 24" x 2.5 cm.	2,500.00	10,000.00
9	4	pc.	24" x 24" x 2.5 cm.	3,000.00	12,000.00
10	2	pc.	24" x 48" x 2.5 cm.	3,500.00	7,000.00
11	4	set	<b>AIR FILTER SET</b> Nikken Air Wellness Power5 Indoor Air System	9,500.00	38,000.00
			<b>TOTAL</b>		<b>P440,000.00</b>

Please quote your best offer for the items, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation.

Submit your quotation duly signed by you or your representative and copies of the following eligibility requirements not later than seven (7) days:

1. Tax Clearance Certificatem and/or
2. Annual Income Tax Return, and

### 3. PhilGEPS Certificate of Registration

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.

Contract/delivery schedule is within seven (7) calendar days upon received of Notice to Proceed.

Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. National Library of the Philippines shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

For further information, please refer to:

**MS. MARICEL M. DIAZ**

BAC Secretary

3/F Filipiniana Division

T.M. Kalaw St., Ermita, Manila

Tel. No. 525-1754

Sealed Bids must be delivered to the address above on or before **May 15, 2013, 5:00 P.M.** Bid opening shall be on **May 16, 2013, 11:00 A.M.** Late bids shall not be accepted.

The NATIONAL LIBRARY OF THE PHILIPPINES reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

**Sgd. PAULINA MORENO**

Chairperson

Bids and Awards Committee