



REQUEST FOR QUOTATION,
NEGOTIATED 53.9
SMALL VALUE PROCUREMENT

DATE : AUGUST 29, 2023
PROJECT NO. : QCU-23-SERVICES-1279

Name of Company :
Address :
Contact No. :
Project Title : SUBSCRIPTION TO E-JOURNALS OF ACCOUNTING, FINANCE AND ECONOMICS FOR
QUEZON CITY UNIVERSITY LIBRARY
Approved Budget of
the Contract : Php375,275.00
End-User /
Implementing Office : QUEZON CITY UNIVERSITY

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided.
Submit your quotation duly signed by you or your duly authorized representative not later than
SEPTEMBER 1, 2023, 10:00 AM Philippine Standard Time, together with the following
documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2023);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2022) (For ABCs above P500,000.00)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized
statements from all the potential joint venture partners stating that they will enter
into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** issued by **QC BAC- Goods and Services**.


ATTY. DOMINIC B. GARCIA
Officer-in-Charge / Head, BAC-Secretariat

98.8

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD 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.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
	<i>With minimum technical specifications:</i> ✓				
1 ✓	<p>SUBSCRIPTION TO E-JOURNALS OF ACCOUNTING, FINANCE AND ECONOMICS FOR QUEZON CITY UNIVERSITY LIBRARY ✓</p> <p>Project Scope of Work</p> <p>1. Provide Quezon City University, with 24/7 unlimited and simultaneous access.</p> <p>2. Topics Coverage: ✓</p> <p>Accountability, Transition and Organizational Change, Accounting for Human Rights, Accounting History, Agricultural Value Chain and Supply Chain, Carbon Accounting And Trading, Consilience: Unity of Knowledge Between Diverse Fields, Corporate Finance, Mergers and Acquisitions, Corporate Governance And Corporate Social Responsibility, Cyber-Crime: Prevention and Detection, Digital Accounting and Accounting Information Systems, Economic Impact of Social and Environmental Sustainability Policies, Environmental Management Accounting, Financial Education, Financial Regulation, Food Security and Crop Yield Maximization, Human Capital Management, Integrated Thinking And Integrated Reporting, Management Accounting and Control, Money Laundering, Public and Third Sector Accounting, Risk Management Strategies, Including The Use of Futures and Options, Social and Environmental Auditing, Social and Political Aspects of Accounting Standards, Socio-Economic Development, Sustainability Accounting, Accountability and Reporting, Tax Regimes and Tax Avoidance.</p>	lot ✓	1 ✓		

Handwritten signature and initials in blue ink.

<p>3. At the end of the twelve (12) months, the Quezon City University will receive perpetual access to selected content published during its subscription period plus complementary access to selected archive content for the duration of subscription.</p> <p>4. Platform Features: Access through providers Insights Platform:</p> <p><i>Choose your Paths</i></p> <ul style="list-style-type: none">• Browse by Journals• Enter specific words and phrases into quick and advanced search• Limit results to only show content that is Open Access, or what you can view ✓ <p><i>Explore New Paths</i></p> <ul style="list-style-type: none">• Suggestions for related content provides inspiration for new ideas• Select 'Keywords' to research multidisciplinary themes• All content accessed side-by-side for seamless exploration <p><i>Navigate with Ease</i></p> <ul style="list-style-type: none">• Predictable navigation and simple interface• Sort results and apply content filters such as type, date, subject and country• Content previews and structured abstracts help you decide if you want to read or move on <p><i>This is your journey</i></p> <ul style="list-style-type: none">• Remote, multi-user access on any device• View in HTML, PDF, EPUB format and download citations directly from the platform• With a user Profile, you can set up content alerts and save searches to review later <p>5. Users</p> <ul style="list-style-type: none">• Unlimited users for Quezon City University Main Campus only <p>6. Access:</p> <ul style="list-style-type: none">• Accessed via IP based computers or remote password <p>7. Security:</p> <ul style="list-style-type: none">• License Subscription for journals and other publications. ✓ <p>Project Duration and Delivery: ✓ Project Duration shall be for a twelve-month period and can be accessed/activated within fifteen (15) calendar days upon issuance of Notice to Proceed. ✓</p> <p><i>***with attached Terms of Reference (TOR) which will form an integral part of this Request for Quotation***</i> ✓</p>				
TOTAL QUOTED AMOUNT:				

Amount in Words: _____

Delivery Period : Fifteen (15) Calendar Days ✓
Warranty : ✓

Signature over printed name ✓

Office Telephone No./Fax/Mobile No. ✓

Date ✓

Email Address ✓

Other Requirement/s: ✓
<ul style="list-style-type: none">• Notarized Affidavit of Undertaking stating compliance to the following: ✓<ol style="list-style-type: none">1) The Quezon City University shall provide an IP Address and it will be authenticated by the provider. This IP Addresses can access and use the database 24/7, username and password will be provided upon request of the University. ✓2) The bidder must have prior government or private contracts involving the supply and delivery of Online Library Resources for the last three (3) years. Further, bidder must be a certified partner or authorized distributor of the Online Library Resources (OLR) to be procured. ✓3) The project entails the supply, delivery, activation, and after sales service of multidisciplinary database for Quezon City University. ✓4) The provider shall submit a quarterly utilization report to Quezon City University. ✓



TERMS OF REFERENCE

SUBSCRIPTION TO E-JOURNALS OF ACCOUNTING, FINANCE AND ECONOMICS FOR QUEZON CITY UNIVERSITY LIBRARY

I. Rationale and Brief Background

Due to the advancing educational technologies that bring changes in the learning modality and requirement of a higher level of accreditation, e-Resources became more in demand. With this, Quezon City University intends to acquire and invest in multidisciplinary E-Journals in order to meet the demand and achieve excellence in the educational sector.

The multidisciplinary database will help the stakeholders of the University in accessing research content 24/7.

II. Project Description

This multidisciplinary database contains a unique list of 41 Journals specifically to Accounting, Finance and Economics collections.

III. Project Scope of Work

1. Provide Quezon City University, with 24/7 unlimited and simultaneous access.

2. Topics Coverage:

Accountability, transition and organizational change, Accounting for human rights, Accounting history, Agricultural value chain and supply chain, Carbon accounting and trading, Consilience: unity of knowledge between diverse fields, Corporate finance, mergers and acquisitions, Corporate governance and Corporate Social Responsibility, Cyber-crime: prevention and detection, Digital accounting and accounting information systems, Economic impact of social and environmental sustainability policies, Environmental management accounting, Financial education, Financial regulation, Food security and crop yield maximization, Human capital management, Integrated thinking and integrated reporting, Management accounting and control, Money laundering, Public and third sector accounting, Risk management strategies, including the use of futures and options, Social and environmental auditing, Social and political aspects of accounting standards, Socio-economic development, Sustainability accounting, accountability and reporting, Tax regimes and tax avoidance.

3. At the end of the 12 months, the Quezon City University will receive perpetual access to selected content published during its subscription period plus complementary access to selected archive content for the duration of subscription.

4. Platform Features:

Access through providers Insights Platform:

Choose your Paths

- Browse by Journals
- Enter specific words and phrases into quick and advanced search
- Limit results to only show content that is Open Access, or what you can view

Explore New Paths

- Suggestions for related content provides inspiration for new ideas
- Select 'Keywords' to research multidisciplinary themes
- All content accessed side-by-side for seamless exploration

Navigate with Ease

- Predictable navigation and simple interface
- Sort results and apply content filters such as type, date, subject and country
- Content previews and structured abstracts help you decide if you want to read or move on

This is your journey

- Remote, multi-user access on any device
- View in HTML, PDF, EPUB format and download citations directly from the platform
- With a user Profile, you can set up content alerts and save searches to review later

5. Users:

- Unlimited users for Quezon City University Main Campus only

6. Access:

Accessed via IP based computers or remote password

7. Security:

- License Subscription for journals and other publications.

IV. Project Standards and Requirements

1. The Quezon City University shall provide an IP Address and it will be authenticated by the provider. This IP Addresses can access and use the database 24/7, username and password will be provided upon request of the University.
2. The provider should be a member of PhilGEPS with Platinum Registration.
3. The bidder must have prior government or private contracts involving the supply and delivery of Online Library Resources for the last three (3) years. Further, bidder must be a certified partner or authorized distributor of the Online Library Resources (OLR) to be procured.
4. The project entails the supply, delivery, activation, and after sales service of multidisciplinary database for Quezon City University.
5. The provider shall submit a quarterly utilization report to Quezon City University.

V. Project Duration & Delivery:

Project duration shall be for twelve (12) months and can be accessed/activated within 15 days upon issuance of the Notice to Proceed (NTP).

VI. Approved Budget for the Contract

The approved budget for the contract is **THREE HUNDRED SEVENTY-FIVE THOUSAND TWO HUNDRED SEVENTY-FIVE PESOS ONLY (PHP 375,275.00)**

VII. Terms of Payment

Procuring entity shall pay the provider 100% of the total amount upon activation of the access.

VIII. Penalties for Breach of Contract

Failure to deliver the services according to the standards and requirements set by the Quezon City Local Government shall constitute an offence and shall be subject to penalties and or liquidated damages pursuant to RA 9184 and its revised implementing rules and regulations.

IX. Cancellation or Termination of Contract

The guidelines contained in RA 9184 and its revised IRR shall be followed in the termination of any service contract. In the event the City Government terminates the contract due to default, insolvency, or for any cause, it may enter negotiated procurements pursuant to Section 53 (d) of RA 9184 and its IRR.

Prepared by:


EDLYN O. AQUINO, RL.
Director, Library Resources and Services

Noted by:


BRADFORD ANTONIO C. MARTINEZ, DBA
Vice President for Academic Affairs

Approved by:


THERESITA V. ATIENZA, DEM
University President