

REPUBLIC OF THE PHILIPPINES QUEZON CITY GOVERNMENT BIDS AND AWARDS COMMITTEE – GOODS AND SERVICES



**PHILIPPINE BIDDING DOCUMENTS** 

(As Harmonized with Development Partners)

# PROCUREMENT OF VARIOUS BOOKS

## PROJECT NO. QCU-23-BMOP-0501

Government of the Republic of the Philippines

Sixth Edition July 2020

## Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the "*name of the Procuring Entity*" and "*address for bid submission*," should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.

- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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# Glossary of Acronyms, Terms, and Abbreviations

**ABC** – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**CDA -** Cooperative Development Authority.

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**CIF** – Cost Insurance and Freight.

**CIP** – Carriage and Insurance Paid.

- **CPI** Consumer Price Index.
- DDP Refers to the quoted price of the Goods, which means "delivered duty paid."

**DTI** – Department of Trade and Industry.

**EXW** – Ex works.

FCA – "Free Carrier" shipping point.

**FOB** – "Free on Board" shipping point.

**Foreign-funded Procurement or Foreign-Assisted Project**– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**Framework Agreement** – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as "Call-Offs," are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC - Government-owned and/or -controlled corporation.

**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term "related" or "analogous services" shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**GPPB** – Government Procurement Policy Board.

**INCOTERMS** – International Commercial Terms.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

NGA – National Government Agency.

**PhilGEPS -** Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency

which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

### Notes on the Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.



#### QUEZON CITY GOVERNMENT BAC – GOODS AND SERVICES

## INVITATION TO BID

11



September 04, 2023

				Sept	ember 04, .	2025
	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	CAD-23-OESC- 0602	CITY ARCHITECT DEPARTMENT	INK CARTRIDGE AND OTHERS	P 1,004,051.60	GENERAL FUND	30 CD
2.	CAO-23-PS3- 1436	CITY ADMINISTRATOR'S OFFICE	SUPPLY AND DELIVERY OF QUEZON CITY UNIFIED ID CARDS	P 42,000,000.00	GENERAL FUND	30 CD
3.	CGSD-23-ESLC- 1446	CITY GENERAL SERVICES DEPARTMENT	SUPPLY AND INSTALLATION OF LED LIGHTS, CABLE TIE AND OTHERS	P 3,999,915.00	GENERAL FUND	30 CD
4.	CGSD-23- GRMS-0496	CITY GENERAL SERVICES DEPARTMENT	REPAIR OF FIRE PROTECTION ALARM SYSTEM AND FIRE DETECTION ALARM SYSTEM OF CIVIC CENTER BUILDINGS A & B, QUEZON CITY HALL COMPOUND	P 1,996,440.00	GENERAL FUND	60 CD
5.	CGSD-23- GRMS-1442	CITY GENERAL SERVICES DEPARTMENT	MODERNIZATION OF SERVICE ELEVATOR AT QCDRRMO BUILDING INCLUDING DISMANTLING, INSTALLATION, TESTING AND COMMISSIONING	P 1,865,000.00	GENERAL FUND	30 CD
6.	CLIMATE-23- EM-1423	CLIMATE CHANGE AND ENVIRONMENTAL SUSTAINABILITY DEPARTMENT	EXTENDED PRODUCER RESPONSIBILITY (EPR) SUMMIT	P 3,000,000.00	GENERAL FUND	1 MONTH
			LINE 1: VARIOUS BOOKS (EXPERIENCING THE WORLD OF MAPEH 7 REVISED AND OTHERS)	P 14,936,800.00	GENERAL FUND	30 CD
7.	CONSO-23- BMOP-1400	LIGA NG MGA BARANGAY	LINE 2: VARIOUS BOOKS (SIBIKA AT KULTURA AND OTHERS)	P 7,578,880.00	GENERAL FUND	30 CD
			LINE 3: VARIOUS BOOKS (JOY IN WRITING CAPITAL LETTERS AND OTHERS)	P 1,997,066.00	GENERAL FUND	60 CD
	CONSO-23-	TRAFFIC AND TRANSPORT	LINE 1: T-SHIRT WITH PRINT	P 1,370,000.00	GENERAL	20.00
8.	GARMENTS- 1426	MANAGEMENT DEPARTMENT	LINE 2: TRAFFIC UNIFORM AND OTHERS	P 4,464,468.81	FUND	30 CD
9.	CONSO-23- MSLI-1395	QUEZON CITY HEALTH DEPARTMENT	VARIOUS MEDICAL AND LABORATORY SUPPLIES	P 41,980,311.07	GENERAL FUND	45 CD
10.	CTO-23-OESC- 0661B	CITY TREASURER'S OFFICE	RIBBON CARTRIDGE AND OTHERS	P 1,734,639.00	GENERAL FUND	30 CD
11.	DPOS-23-HCS- 1346	DEPARTMENT OF PUBLIC ORDER AND SAFETY	PRE-FABRICATED CONCRETE PLANT BOX WITH PLANTS	P 18,525,408.72	TRUST FUND	60 CD
12.	DSQC-23- GARMENTS- 1383	DEPARTMENT OF SANITATION AND CLEANUP WORKS OF QUEZON CITY	T-SHIRT AND OTHERS	P 2,295,895.00	GENERAL FUND	30 CD
13.	DSQC-23-MF- 1387	DEPARTMENT OF SANITATION AND CLEANUP WORKS OF QUEZON CITY	LARGE GARBAGE RECEPTACLE AND TENT	P 7,515,943.50	GENERAL FUND	30 CD
14.	ENGINEERING- 23-CE2-0844C	DEPARTMENT OF ENGINEERING	INSULATION MULTI-METER AND OTHERS	P 1,643,393.34	GENERAL FUND	30 CD
15.	ENGINEERING- 23-CMS2-1438	DEPARTMENT OF ENGINEERING	SUPPLY AND DELIVERY OF BITUMINOUS TACK COAT AND BITUMINOUS CONCRETE SURFACE COURSE (FD)	P 39,895,000.00	GENERAL FUND	2 MONTHS
16.	ENGINEERING- 23-VPA-0835	DEPARTMENT OF ENGINEERING	VARIOUS VEHICLE PARTS AND ACCESSORIES	P 2,068,693.00	GENERAL FUND	2 MONTHS
17.	HEALTH-23-JS2- 1221	QUEZON CITY HEALTH DEPARTMENT	ALCOHOL AND OTHERS	P 13,611,936.69	GENERAL FUND	30 CD
18.	HEALTH-23- OESC-0697B	QUEZON CITY HEALTH DEPARTMENT	TONER AND INK CARIRIDGE	P 1,654,739.00	GENERAL FUND	30 CD
19.	LIGA-23-BMOP- 1086B		VARIOUS BOOKS	P 7,420,528.40	GENERAL FUND	60 CD
20.	OCM(POPS)-23- SERVICES-1250		PREVENTIVE AND CORRECTIVE MAINTENANCE OF PROJECT AURORA PHASE 1 AND CCTV PROJECT OF BARANGAY MANRESA AND BARANGAY SAN ANTONIO	P 20,000,000.00	GENERAL FUND	2 MONTHS
21.	OCM(POPS)-23- SOP-0393	OFFICE OF THE CITY MAYOR – POPS PLAN	HANDCUFF AND WAIST CHAIN	P 3,000,000.00	GENERAL FUND	30 CD
22.	OCM(POPS)-23- VEHICLES- 0867B	OFFICE OF THE CITY MAYOR - POPS PLAN	AMBULANCE	P 2,000,000.00	GENERAL FUND	90 CD
23.	OCM(POPS)-23- VEHICLES- 1175B	OFFICE OF THE CITY MAYOR - POPS PLAN	MOTORCYCLE	P 3,199,999.92	GENERAL FUND	30 CD
24.	OCM(POPS)-23- VEHICLES-1286		PASSENGER VAN	P 1,800,000.00	GENERAL FUND	30 CD
	OCM-23-CS1-	OFFICE OF THE CITY	FOOD AND DRINKS	P 26,000,000.00	GENERAL FUND	2 MONTH

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26.	OCM-23-EMS-1425	OFFICE OF THE CITY MAYOR	EDUCATIONAL MATERIALS AND SUPPLIES	P 60,302,107.25	GENERAL FUND	30 CD
27.	OCM-23-FIXTURES- 1296	OFFICE OF THE CITY MAYOR	SUPPLY AND INSTALLATION OF MODULAR PARITIONS INCLUDING FURNITURE AND OTHER WORKS FOR DISTRICT 6 ACTION OFFICE BUILDING AT SB PARK	P 14,084,642.00	GENERAL FUND	2 MONTHS
28.	OCM-23-GM-1440	OFFICE OF THE CITY MAYOR	MATERNAL AND CHILD KIT	P 2,449,000.00	GENERAL FUND	30 CD
29.	OCM-23-OESC-1384	OFFICE OF THE CITY MAYOR	TONER AND OTHERS	P 11,772,500.00	GENERAL FUND	30 CD
30.	OCM-23-DM-1455	OFFICE OF THE CITY MAYOR	DRUCS AND MEDICINE FOR SENIOR CITIZENS	P 49,999,996.10	GENERAL FUND	2 MONTHS
31.	OCM-23-PHB-1370	OFFICE OF THE CITY MAYOR	ECO BAG	P 22,000,500.00	GENERAL FUND	30 CD
32.	OCM-23-SERVICES- 1444	OFFICE OF THE CITY MAYOR	LINE 1: RENTAL OF LED PANEL SCREEN AND OTHERS	P 20,725,000.00 P 38,975,000.00	GENERAL FUND	2 MONTHS
33.	OVM-23-AAS2-1327	OFFICE OF THE VICE MAYOR	SUPPLY AND INSTALLATION OF AIR CONDITIONING UNITS	P 12,650,558.00	GENERAL FUND	60 CD
34.	OVM-23-EM-1198	OFFICE OF THE VICE MAYOR	PHYSICAL ARRANGEMENT, VIDEO COVERAGE AND OTHERS	P 1,452,000.00	GENERAL FUND	2 MONTHS
35.	PESO-23-IT-0747B	PUBLIC EMPLOYMENT SERVICE OFFICE	SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING AND TESTING OF ELECTRONIC DATA GATHERING SYSTEM FOR LABOR MARKET INFORMATION SURVEY AND PROFILING OF CHILD LABORERS	P 2,000,000.00	GENERAL FUND	60 CD
36.	QCCCD-23-MDE- 0642	QUEZON CITY CENTER FOR CHILDREN WITH DISABILITIES	HEARING AID AND OTHERS	P 3,085,000.00	GENERAL FUND	30 CD
37.	QCDRRMO-23-CS1- 1329	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	FOOD AND DRINKS AND OTHERS	P 3,988,221.28	GENERAL FUND	2 MONTHS
38.	QCDRRMO-23-EHSE- 1261	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF FLOOD MONITORING SENSORS AND STREET LEVEL FLOOD ANALYSIS SYSTEM	P 17,575,313.00	GENERAL FUND	30 CD
39.	QCDRRMO-23-EM- 1268	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	FUTURE @ WORK TWO DAY CONFERENCE - BUILDING A SAFE, INCLUSIVE, RESILIENT AND SUSTAINABLE WORKPLACE IN QUEZON CITY	P 30,974,220.00	GENERAL FUND	2 MONTHS
40.	QCDRRMO-23-SOP- 1359	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	DISASTER KIT	P 6,790,440.00	GENERAL FUND	30 CD
41.	QCGH-23-JS2-1144	QUEZON CITY GENERAL HOSPITAL	VARIOUS SUPPLIES (DISINFECTANT SPRAY AND OTHERS)	P 2,187,493.21	GENERAL FUND	60 CD
42.	QCGH-23-MSLI-1330	QUEZON CITY GENERAL HOSPITAL	VARIOUS MEDICAL SUPPLIES	P54,304,203.37	GENERAL FUND	60 CD
43.	QCSBCDPO-23-GM- 0263	QUEZON CITY SMALL BUSINESS AND COOPERATIVES DEVELOPMENT AND PROMOTIONS OFFICE	LIVELIHOOD STARTER SET FOR ANTI-BAC MULTIPURPOSE DETERGENT POWDER MAKING	P 9,979,750.00	GENERAL FUND	30 CD
44.	QCU-23-AMS-1299	QUEZON CITY UNIVERSITY	REPAIR OF QCU AIRCONDITIONING UNITS	P 1,851,200.00	GENERAL FUND	30 CD
45.	QCU-23-BMOP-0501	QUEZON CITY UNIVERSITY	VARIOUS BOOKS	P 14,167,617.00	GENERAL FUND	60 CD
46.	QCU-23-ELTE-1295	QUEZON CITY UNIVERSITY	INDUSTRIAL ELECTRONICS TRAINER (BASIC COMMUNICATION SYSTEM) AND OTHER	P 14,095,125.00	GENERAL FUND	120 CD
47.	QCU-23-IS-1360	QUEZON CITY UNIVERSITY	SUPPLY AND DELIVERY OF MOBILE INTERNET CONNECTIVITY AND INCLUSION OF NECESSARY DEVICE FREE OF CHARGE FOR THE FACULTY AND STUDENTS OF THE QUEZON CITY UNIVERSITY FOR THE YEAR 2023	P 10,193,400.00	GENERAL FUND	2 MONTHS
48.	QCU-23-OESC-1103	QUEZON CITY UNIVERSITY	VARIOUS CONSUMABLES	P 1,519,839.20	GENERAL FUND	30 CD
49.	QCU-23-OSD-1135	QUEZON CITY UNIVERSITY	VARIOUS OFFICE SUPPLIES	P 1,449,576.41	GENERAL FUND	30 CD
50.	SDO-23-AAS2-0966B	SCHOOLS DIVISION OFFICE	SUPPLY AND INSTALLATION OF SPLIT TYPE AIRCON	P 2,969,990.00	SPECIAL EDUCATION FUND	30 CD
51.	SDO-23-BMOP- 0813C	SCHOOLS DIVISION OFFICE	SUPPLY AND DELIVERY OF FILIPINO READING RESOURCES FOR PUBLIC ELEMENTARY SCHOOLS IN QUEZON CITY	P 2,804,010.00	SPECIAL EDUCATION FUND	30 CD
52.	SDO-23-FFRSE-0967	SCHOOLS DIVISION OFFICE	FIRE EXTINGUISHER	P 10,248,000.00	SPECIAL EDUCATION FUND	30 CD
53.	SDO-23-IS-1342	SCHOOLS DIVISION	LINE 1: SUPPLY AND INSTALLATION OF INTERNET CONNECTIVITY FOR PUBLIC SCHOOLS IN DISTRICTS 1, 3 AND 4 OF QUEZON CITY	P 10,212,000.00	SPECIAL EDUCATION	2 MONTHS
500		OFFICE	LINE 2: SUPPLY AND INSTALLATION OF INTERNET CONNECTIVITY FOR PUBLIC SCHOOLS IN DISTRICTS 2, 5 AND 6 OF QUEZON CITY	P 13,800,000.00	FUND	
54.	SDO-23-SERVICES- 1363	SCHOOLS DIVISION OFFICE	QC READING AND NUMERACY TUTORING PROGRAM	P 6,996,000.00	TRUST FUND	2 MONTHS
	SSDD-23- FOODSTUFF-1322	SOCIAL SERVICES DEVELOPMENT DEPARTMENT	SWEET POTATO AND OTHERS	P 6,211,500.00	GENERAL FUND	30 CD
55.		SOCIAL SERVICES	BLANKET AND OTHERS	P 2,310,736.05	GENERAL FUND	30 CD
55.	SSDD-23-GM-0885	DEVELOPMENT DEPARTMENT	BLANKEI AND OTTEKS		FOND	

 The QUEZON CITY LOCAL GOVERNMENT, through the General Fund, Trust Fund and Special Education Fund of various years intends to apply the sums stated above being the ABC to payments under the contract for the above stated projects of contract for each lot/item. Bids received in excess of the ABC shall be automatically rejected at bid opening.

- 2. The QUEZON CITY LOCAL GOVERNMENT now invites bids for various Projects. Delivery of the Goods is required as stated above. Bidders should have completed, within the last three (3) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
- Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
  - a. 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 No. 5183.
- Prospective Bidders may obtain further information from QUEZON CITY GOVERNMENT Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below during weekdays from 8:00 a.m. – 5:00 p.m.
- 5. A complete set of Bidding Documents may be acquired by interested Bidders on <u>Tuesday, September 05, 2023</u> from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
  - STANDARD RATES:

Approved Budget for the Contract	Maximum Cost of Bidding Documents (in Philippine Peso)
500,000 and below	500.00
More than 500,000 up to 1 Million	1,000.00
More than 1 Million up to 5 Million	5,000.00
More than 5 Million up to 10 Million	10,000.00
More than 10 Million up to 50 Million	25,000.00
More than 50 Million up to 500 Million	50,000.00
More than 500 Million	75,000.00

The following are the requirements for purchase of Bidding Documents;

1. PhilGEPS Registration Certificate (Platinum - 3 pages)

- 2. Document Request List (DRL)
- 3. Authorization to Purchase Bidding Documents
  - 3.1 Corporate Secretary Certificate for corporation (specific for the project)

3.2 Special Power of Attorney for single proprietorship (specific for the project)

4. Notarized Joint Venture Agreement (as applicable)

The Quezon City Local Government will hold a Pre-Bid Conference on 10:30 A.M. of <u>Tuesday, September 12, 2023</u> at 2<sup>nd</sup> Floor, Procurement Department-Bidding Room, Finance Building, Quezon City Hall Compound, and/or through video conferencing via Zoom which shall be open to prospective bidders.

Topic: BAC-GOODS Pre-Bid Conference Meeting Join Zoom Meeting <u>https://us02web.zoom.us/j/84835002246?pwd=OVRuVE0weXZMNXYwZG5LaWd1dXk1QT09</u>

Meeting ID: 848 3500 2246 Passcode: 154733

6.

- Bids must be duly received by the BAC Secretariat through manual submission at the 2<sup>nd</sup> Floor, Procurement Department, Finance Building, Quezon City Hall Compound on or before <u>10:00 A.M.</u> of <u>Tuesday, September 26, 2023</u>. Late bids shall not be accepted.
- 8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
- Bid opening shall be on <u>11:00 A.M. of Tuesday, September 26, 2023</u> at the given address below and/or via Zoom. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

Topic: BAC-GOODS & SERVICES BIDDING Join Zoom Meeting https://us02web.zoom.us/j/85850855933?pwd=R2dZUUp4Z3lyU29iZGV1WmdKRjZCdz09

Meeting ID: 858 5085 5933 Passcode: 118682

- 10. The Quezon City Local Government 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.
- 11. For further information, please refer to:

ATTY. DOMINIC B. GARCIA OIC, Procurement Department 2<sup>nd</sup> Floor, Procurement Department, Finance Building, Quezon City Hall Compound Elliptical Road, Barangay Central Diliman, Quezon City. Email Add: <u>bacgoods.procurement@quezoncity.gov.ph</u> Tel. No. (02)8988-4242 loc. 8506/8710 Website: <u>www.quezoncity.gov.ph</u>

12. You may visit the following websites:

For downloading of Bidding Documents: www.quezoncity.gov.ph

By:

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MS. MA. MARCARITAT. SANTOS, DPA Chairperson, QC-BAC Goods and Services

### Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

#### 1. Scope of Bid

The Procuring Entity, **Quezon City Local Government** *wishes* to receive Bids for the **PROCUREMENT OF VARIOUS BOOKS** with identification number **QCU-23-BMOP-0501.** 

[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]

The Procurement Project (referred to herein as "Project") is composed of *Five Hundred Twenty Two (522) items*, the details of which are described in Section VII (Technical Specifications).

#### 2. Funding Information

- 2.1. The GOP through the source of funding as indicated below for **2023** in the amount of FOURTEEN MILLION ONE HUNDRED SIXTY SEVEN THOUSAND SIX HUNDRED SEVENTEEN PESOS AND 00/100 ONLY (Php14,167,617.00).
- 2.2. The source of funding is:
  - *a.* LGUs, the Annual or Supplemental Budget, as approved by the Sanggunian.

#### **3.** Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

#### 4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

#### 5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
  - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
  - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
  - iii. When the Goods sought to be procured are not available from local suppliers; or
  - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
  - a. For the procurement of **Non-Expendable Supplies and Services**: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least **fifty percent (50%)** of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

#### 6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

#### 7. Subcontracts

7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that: Subcontracting is not allowed.

#### 8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing as indicated in paragraph 6 of the **IB**.

#### 9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

#### **10.** Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in Section VIII (Checklist of Technical and Financial Documents).
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *the last three (3) years* prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an Apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

#### 11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in Section VIII (Checklist of Technical and Financial Documents).
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

#### 12. Bid Prices

12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:

- a. For Goods offered from within the Procuring Entity's country:
  - i. The price of the Goods quoted EXW (ex-works, ex-factory, exwarehouse, ex-showroom, or off-the-shelf, as applicable);
  - ii. The cost of all customs duties and sales and other taxes already paid or payable;
  - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
  - iv. The price of other (incidental) services, if any, listed in e.
- b. For Goods offered from abroad:
  - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
  - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications).**

#### **13. Bid and Payment Currencies**

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in:
  - a. Philippine Pesos.

#### 14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration<sup>1</sup> or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security *in no case shall exceed One Hundred Twenty (120) calendar days from the date of opening of bids, unless duly extended by the bidder upon the request of the Head of the Procuring Entity (HoPE) of the Quezon City Local Government.* Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

<sup>&</sup>lt;sup>1</sup> In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

#### 15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

#### **16. Deadline for Submission of Bids**

16.1. The Bidders shall submit on the specified date and time through manual submission as indicated in paragraph 7 of the **IB**.

#### 17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

#### **18. Domestic Preference**

18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

#### **19. Detailed Evaluation and Comparison of Bids**

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in Section VII (Technical Specifications), although the ABCs of these lots or items are indicated in the BDS for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

19.4. The Project shall be awarded as follows:

One Project having several items that shall be awarded as one contract.

19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

#### 20. Post-Qualification

20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

#### 21. Signing of the Contract

21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

### Notes on the Bid Data Sheet

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be:
	a. A single contract similar to <b>the item/s to be bid</b> and must be at least <b>fifty percent (50%)</b> of the ABC.
	b. Completed within the last three (3) years prior to the deadline for the submission and receipt of bids substantially in a FORM prescribed by the QC-BAC-GOODS AND SERVICES, must be accompanied by a copy of Certificate of Acceptance by the end-user or Official Receipt (O.R) or Sales Invoice (S.I.) issued for the Contract.
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted DDP <i>within Quezon City</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:
	<ul> <li>a. The amount of not less than <i>Php283,352.34</i> or equivalent to two percent (2%) of ABC if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> </ul>
	<ul> <li>b. The amount of not less than <i>Php708,380.85</i> or equivalent to five percent (5%) of ABC if bid security is in Surety Bond.</li> </ul>
19.3	[In case the Project will be awarded by lot, list the grouping of lots by specifying the group title, items, and the quantity for every identified lot, and the corresponding ABC for each lot.]
	[In case the project will be awarded by item, list each item indicating its quantity and ABC.]
20.2	List of required licenses and permits relevant to the Project and the corresponding law requiring it.
	No additional requirement
21.2	Additional required documents relevant to the Project that are required by existing laws and/or the Procuring Entity.
	<ul> <li>Copy of valid and current Certificate of Copyright Registration.</li> <li>Copy of Authority to sell from the Publisher (if not the copyright owner).</li> <li>Copy of Certificate of Registration from the National Book Development Board.</li> </ul>

# **Bid Data Sheet**

# Section IV. General Conditions of Contract

### Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

#### **1.** Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC).** 

#### 2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

#### **3.** Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

#### 4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC**, **Section IV** (**Technical Specifications**) shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

#### 5. Warranty

6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

#### 6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

# Section V. Special Conditions of Contract

### Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

#### GCC Clause 1 [List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:] **Delivery and Documents –** For purposes of the Contract, "EXW," "FOB," "FCA," "CIF," "CIP," "DDP" and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows: [For Goods supplied from abroad, state:] "The delivery terms applicable to the Contract are DDP delivered [indicate place of destination]. In accordance with **INCOTERMS.**" [For Goods supplied from within the Philippines, state:] "The delivery terms applicable to this Contract are delivered [indicate place of destination]. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination." Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements). For purposes of this Clause the Procuring Entity's Representative at the Project Site is [indicate name(s)]. Incidental Services -The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements: Select appropriate requirements and delete the rest. performance or supervision of on-site assembly and/or start-up of a. the supplied Goods; furnishing of tools required for assembly and/or maintenance of the b. supplied Goods; furnishing of a detailed operations and maintenance manual for each c. appropriate unit of the supplied Goods; performance or supervision or maintenance and/or repair of the d. supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and training of the Procuring Entity's personnel, at the Supplier's plant e. and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods. f. [Specify additional incidental service requirements, as needed.] The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

## **Special Conditions of Contract**

#### Spare Parts -

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

Select appropriate requirements and delete the rest.

- a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
- b. in the event of termination of production of the spare parts:
  - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
  - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI** (**Schedule of Requirements**) and the cost thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of [*indicate here the time period specified. If not used indicate a time period of three times the warranty period*].

Spare parts or components shall be supplied as promptly as possible, but in any case, within [*insert appropriate time period*] months of placing the order.

#### Packaging –

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

Name of the Procuring Entity Name of the Supplier

	Contract Description
	Contract Description Final Destination
	Gross weight
	Any special lifting instructions
	Any special handling instructions
	Any relevant HAZCHEM classifications
	A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.
	Transportation –
	Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.
	Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.
	Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.
	The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.
	Intellectual Property Rights –
	The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.
2.2	[If partial payment is allowed, state] "The terms of payment shall be as follows:
4	The inspections and tests that will be conducted are: <i>Product Presentation/Demonstration/Site Inspection, if applicable.</i>

## Section VI. Schedule of Requirements PROJECT NAME: PROCUREMENT OF VARIOUS BOOKS

PROJECT NO. QCU-23-BMOP-0501

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	Unit of Issue	Quantity	Delivered, Weeks / Months
Α	Information Technology			
1	Data Mining and Business Intelligence Jain, C2018 ISBN:9789352691074, HB, Random Publications, Bookpaper, 24cm x 16cm, 180 pages	сору	5	
2	Artificial intelligence & Knowledge Management 3G Learning, C2017 ISBN:9781680954050, PB, 3G Learning LLC, Bookpaper,184mm x 234mm, 160 pages	сору	5	
3	Parallel Program: Concepts & Practice Schmidt, C2018 ISBN:9780128498903, Bookpaper, 191mm x 235mm, 416 pages	сору	3	
4	Modern Concepts of Communication Systems Mishra, C2019 ISBN:9789352691142, HB, Random Publications, Bookpaper, 24cm x 16cm, 200 pages	сору	5	
5	Operating Systems: Principles & Practices Barnes, C2017 ISBN:9781635494228, PB, Larsen and Keller Education, Bookpaper, 203mm x 276mm, 347 pages	сору	5	
6	Introductory Discrete Mathematics Rhoades, C2018 ISBN:9781682855492, 3G Learning LLC, Bookpaper, 170mm x 205mm, 240 pages	сору	5	
7	Computer-Aided Design: Concepts & Applications Knowles, C2018 ISBN:9781635497922, PB, Larsen and Keller Education, PB, Bookpaper, 203mm x 276mm, 232 pages	сору	5	
8	Data Structure & Algorithms in Computer Science Oswald, C2018 ISBN:9781632407573, Arcler Press, Bookpaper, 180mm x 220mm, 240 pages	сору	5	
9	Database System Concepts / 7th Edition SILBERSCHATZ, C2020 ISBN:9781260084504, PB, McGraw-Hill Education, Bookpaper, 6.8inches x 9inches, 1,370 pages	сору	5	Within Sixty (60) Calendar
10	Modern Operating System Summers, C2018 ISBN:9781682855348, PB, Larsen and Keller Education, Bookpaper, 203mm x 276mm, 347 pages	сору	3	Days Upon Issuance of Notice to
11	Living in the IT Era Revano, C2019, PB, Mindshapers Co., Inc., NP, 6inches x 9inches, 298 pages	сору	8	Proceed
12	Basic Computer Coding: C++ 2nd Edition 3G Learning, C2020 ISBN:9781984659019, PB, 3G E-Learning LLC, Bookpaper, 184mm x 234mm,180 pages	сору	3	
13	Java: The Complete Reference / 12th Edition Schildt, C2020 ISBN:9781260463415, PB, McGraw-Hill Education., Bookpaper, 185mm x 231mm,1,280 pages	сору	3	
14	Operating Systems / 2nd Edition Barnes, C2022 ISBN:9781984658920, PB, 3G Learning LLC, Bookpaper,184mm x 234mm, 175 pages	сору	3	
15	Digital Logic & Microprocessor Design with Interfacing/ 2nd Edition Hwang, C2018 ISBN:9789814844307, HB, CENGAGE Learning Custom Publishing, Bookpaper, 188mm x 234mm, 608 pages	сору	3	
16	Illustrated Handbook of Software Design 3G E-Learning, C2022 ISBN:9871984660220, HB, 3G Learning LLC, Bookpaper,178mm x 234mm, 250 pages	сору	3	
17	Information Technology: Service Management 3G Learning, C2019 ISBN:978168514108, PB, 3G Learning LLC, Bookpaper,178mm x 234mm, 172 pages	сору	4	
18	Intro Computing Systems: Bits & Gates C & Beyond 3rd Edition Patt, C2020 ISBN:9781269565911, PB, McGraw-Hill Education., Bookpaper, 189mm x 230mm, 800 pages	сору	5	

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19	Introduction to Computer Programming and Numerical Methods / 3G E-Learning and Jocelyn O. Padallan, C2021 ISBN:9781774076385, HB, Arcler Press, Bookpaper,152mm x 229mm, 277 pages	сору	3	
20	JAVASCRIPT A BEGINNER'S GUIDE / 5th Edition POLLOCK, C2020 ISBN:9781260457681, PB, McGraw-Hill Education., Bookpaper,183mm x 231mm, 560 pages	сору	5	
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211	(Course Preparation)	сору	7
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370	KOLAB: Tuon sa Kolaboratibong Pagsulat sa Filipino sa Piling Larangan Bosque, C2019 ISBN:9786214091218, PB, 189 pages, 22cm., Books Atbp. NP	сору	8
371	Jose Rizal: A Review on the Life and Works of the First Filipino Umali, C2019 ISBN:9786214091447, PB, 150 pages, 22cm., Books Atbp. NP	сору	10
372	Mathematics in the Modern World Carpio, C2018 ISBN:9786214091164, PB, 198 pages, 22cm., Books Atbp. NP	сору	8
373	Mathematics in the Modern World Sirug, C2018 ISBN:9786214061518, 198 pages, 22cm., PB, Books Atbp.	сору	10
374	Mathematics in the Modern World Soriano, C2019 ISBN:9786214091348, PB, 250 pages, 22cm., Mindshaper Book Co., NP	сору	8
375	Mathematics in the Modern World: Worktext Medallon, C2018 ISBN:9786214061822, PB, 189 pages, 22cm., Mindshapers Book Co., NP	сору	10
376	National Service Training Program (NSTP) Chavez, C2019 ISBN:9786214091379, PB, 300 pages, 22cm., Books Atbp. NP	сору	10
377	Physical Education 2 Fitness Exercises Punzalan, C2019 ISBN:9786214062072, PB, 150 pages, 22cm., Mindshapers Book Co., NP	сору	10
378	Physical Education 4 Team Sports Puzalan, C2020 ISBN:9786214062683, PB, 200 pages, 22cm., Mindshapers Book Co., NP	сору	10
379	Reading in Philippine History Santos, C2019 ISBN:9786214091461, PB, 300 pages, 22cm., Mutya Publishing	сору	8
380	Science, Technology, and Society Bautista, C2018 ISBN:9789710167968, PB, 300 pages, 22cm	сору	10

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381	Service Learning and Immersion towards Community Building NSTP-CWTS 2 Villasoo, C2019 ISBN:9789719811862, PB, 22cm, 298 pages	сору	10	
382	The Art of Critical Thinking: Logic for Filipino Students Buenaflor, C2019 ISBN:9786214091232, 298 pages, 22cm, Books Atbp.,	сору	10	
383	Understanding the Self/ 2nd Edition Frando, C2022 ISBN:9786214091867, PB, 300 pages, 22cm., Books Atbp. NP	сору	10	
384	Understanding the Self Ariola, C2018 ISBN:9786214270187, PB, 298 pages, 22cm., Unlimited Books, NP	сору	10	
385	Understanding the self-developing life skills Magalona, C2018 ISBN:9786214061464, PB, 198 pages, 22cm., Mindshapers Book Co., NP	сору	10	
386	A Guide to Qualitative Field Research/ 3rd Edition Bailey, C2018 ISBN:9781506306995, PB, Sage Publications Ltd, 187mm x 231mm, 280 pages	сору	3	
F	Agriculture			
387	Industrial Ecology Spencer, C2018 ISBN:9781635498127, Paperback, Larsen & Keller, 22cm, 283 pages	сору	5	
388	Fungicides in Crop Protection Ferron, C2018 ISBN:9789384568948, Hardback, Agrotech Press, Bookpaper, 22cm, 215 pages	сору	5	
389	Agro Based and Processed Food Products Jakka, C2018 ISBN:9789386372192, Hardback, Random Publications, 22cm, 298 pages	сору	5	
390	Fish Nutrition and Feed Technology Garg, C2018 ISBN:9789386372109, Hardback, Random Publications, 22cm, 267 pages	сору	5	
391	Agricultural Crops Production: Advanced with DVD (In compliance with NC III) C2019 ISBN:9781984633637, PB, 3G Learning LLC, Bookpaper, 8inches x 10.5inches, 380 pages	сору	3	
392	Agro-Waste Management Gusain, C2018 ISBN:9788193751923, HB, Avon Publications, 22cm, 297 pages	сору	8	
393	Permaculture: Principles and Practice Willis, C2018 ISBN:9781635497670, Paperback Larsen and Keller, 22cm, 312 pages	сору	5	
394	Economics of Agricultural Production Panda, C2018 ISBN:9789383158874, Hardback, SK Book Agency, 22cm, 256 pages	сору	5	
395	Agriculture: Bio-Integrated Farming Systems Roy, C2018 ISBN:9789387295001, Hardback Amiga Press, 22cm, 421 pages	сору	6	
396	Plant Cell Biology Harper, C2018 ISBN:9781635497694, Paperback, Larsen and Keller, 22cm, 299 pages	сору	3	
397	Disease and Insect Resistance in Plants Rani. C2019 ISBN:9789352691579, HB, 16.51cm x 2.54cm x 25.4cm, 428 pages	сору	5	
398	Pest and Disease Management Handbook Shahzada C2019 ISBN:9789387160323, HB, 6.4inches x 1.46inches x 9.53inches, 363 pages	сору	5	
399	Agricultural Science Saline and Sodic Soils for Salt Tolerance Shekhar, C2019 ISBN:9789352693030, HB, 6.4inches x 1.46inches x 9.53inches, 421 pages	сору	5	
400	Agricultural Crops Production: Advanced (2nd Edition) DVD (In compliance with NC III) C2019 ISBN:9781984633637, PB, 3G Learning LLC, Bookpaper, 8inches x 10.5inches, 380 pages	сору	3	
401	Organic Agriculture Production: Intermediate DVD (In compliance with NC II) C2019 ISBN:9781984633682, PB, 3G Learning LLC, Bookpaper, 8inches x 10.5inches, 370 pages	сору	3	
402	Calculus Workbook for Dummies Ryan, C2018 ISBN:9781119357483, PB, 8.04inches x 0.75inches x 10.02inches, 288 pages	сору	8	

403	Agricultural Crops Production: Beginner (with DVD)/ 2nd Edition 3G Learning, C2019 ISBN:9781984633644, PB, Bookpaper, 8inches x 10.5inches, 350 pages	сору	3
404	Agricultural Crops Production: Intermediate (with DVD)/ 3rd Edition 3G Learning, C2019 ISBN:9781984633620, PB, 3G E- Learning, 25cm x 18cm x 2cm	сору	3
405	Theory, Practice and Techniques in Cell Biology 3G Learning, C2018 ISBN:9781680947502, PB, 8inches x 0.5inch x 10.88inches, 213 pages	сору	5
406	Seed Testing Techniques for Seed Spices Yadav, C2018 ISBN:9789385516917, PB, 6inches x 0.25inch x 9inches, 62 pages	сору	8
407	Agricultural Technology (Book with DVD) C2018 ISBN:9781984634467, PB, 6 x 0.25, 536 pages	сору	5
G	Early Childhood		
408	50 Ways to Use Technology Enhanced Learning in the Classroom Atherson, C2018 ISBN:9781526424150, Paperback, Learning Matters Ltd,171mm x 246mm x 17.78mm, 288 pages	сору	6
409	An Introduction to Early Childhood Justice/ 4th Edition Powell, C2018 ISBN:9781473974838, PB, SAGE Publications Ltd,186mm x 232mm x 20.32mm, 344 pages	сору	5
410	Assessment of Learners with Dyslexic-Type Difficulties/ 2nd Edition Philips, C2018 ISBN:9781526423733, PB, Sage Publications Ltd, 186mm x 232mm x 22.86mm, 392 pages	сору	5
411	Cognitive Science: Philosophy of Mind Simmonds, C2018 ISBN:9781632407658, Paperback, Clanrye International, 244 pages	сору	3
412	Counselling Children: A Practical Introduction/ 5th Edition Geldard, C2018 ISBN:9781473953338, paperback, SAGE Publications Ltd, 170mm x 242mm x 22.86mm, 384 pages	сору	5
413	Developmental Perspective in Child Psychoanalysis and Psychotherapy Bonovits, C2018 ISBN:9780415742191, PB, Routledge,156mm x 234mm x 16.76mm, 298 pages	сору	5
414	Early Childhood Special Education Wagan, C2018 ISBN:9781773610061, HB, Arcler Education Inc., 152mm x 229mm, 275 pages	сору	3
415	Early Years Teaching and Learning/ 3rd Edition Reardon, C2018 ISBN:9781446294055, Paperback, Sage Publications Ltd,186mm x 232mm x 15.24mm, 272 pages	сору	5
416	Educational Psychology Fiscal, C2019 ISBN:9781773614175, Hardback, Society Publishing, 152mm x 229mm, 238 pages	сору	3
417	The Bloomsbury Introduction to Children's and Young Adult Literature Coats, C2018 ISBN:9781472575531, Paperback, Bloomsbury Publishing PLC, 169mm x 244mm x 27.94mm, 456 pages	сору	5
418	Working Together for Children: A Critical Introduction to Multi-Agency Working/ 2nd Edition Walker, C2018 ISBN:9781350001152, Paperback, Bloomsbury Publishing PLC, 189mm x 246mm x 12.7mm, 240 pages	сору	7
419	Research Methods in Early Childhood: An Introductory Guide/ 3rd Edition Mukherji, C2018 ISBN:9781526423719, Paperback, SAGE Publications Ltd, 186mm x 232mm x 22.86mm, 440 pages	сору	5
420	Facilitating Learner-Centered Teaching/ 5th Edition Luca, C2020 ISBN:9786218035973, PB, 289 pages, 22cm., Books Atbp.	сору	8
<b>42</b> 1	The Sage Handbook of Early Childhood Policy Miler, C2018 ISBN:9781473926578, Hardback, SAGE Publications Ltd, 184mm x 246mm x 40.64mm, 664 pages	сору	3
422	Understanding Child Abuse Hayes, C2018 ISBN:9781635498387, Paperback, 350 pages, 189mm x 246mm x 12.7mm., Larsen & Keller	сору	3

			n
423	Child Development McClain, C2019 ISBN:9781788822923, HB, 310 pages, 7inches x 10inches	сору	5
424	Emotional Intelligence & Scientific Attitude of Students SIvem, C2019 ISBN:9789352694037, HB, 365 pages, 24cm x 16cm	сору	5
425	Research Methodology & Statistical Methods Shields, C2018 ISBN:9781788821001, HB, 288 pages, 7inches x 10inches	сору	5
426	Audio Visual Aids in Education Anderson, C2019 ISBN:9781788822848, HB, 298 pages, 7inches x 10inches	сору	5
427	Curriculum Development in Elementary Education Moss, C2019 ISBN:9781788823050, HB, 346 pages, 7inches x 10inches	сору	5
428	Facility Planning and Design Bedi, C2022 ISBN:9789390780945, HB, 274 pages, 24cm x 16cm	сору	3
429	Business Communication and Personality Development Walker, C2022 ISBN:9781788827157, HB, 356 pages, 7inches x 10inches	сору	3
430	Business Communication: Basic Concepts and Skills Peters, C2022 ISBN:9781788827164, HB, 358 pages, 7inches x 10inches	сору	3
431	Entrepreneur Behavior Attri, C2020 ISBN:9789352696154, 308 pages, 23.5cm x 16cm	сору	3
432	Food Processing Bajao & Osorno, C2019 ISBN:621-418-053-0, PB, 48 pages, 10inches x 7inches	сору	10
433	Social Entrepreneurship Banerji, C2020 ISBN:9789352696000, HB, 288 pages, 16cm x 22cm	сору	3
434	Strategic Brand Management Martin, C2019 ISBN:9781788824095, HB, 324 pages, 7inches x 10inches	сору	3
435	Business Research Methods/ 2nd Edition Borges, et al., C2020 ISBN:967-15997-4-7, PB, 282 pages, 25.52cm x 21.5cm	сору	3
436	Management Plunkett, C2020 ISBN: 967-15997-2-3, PB, 680 pages, 25cm x 20cm	сору	3
437	Human Resource Management Gagne, et al., ISBN: 967-15997-0-9, PB, 334 pages, 26cm x 21.5cm	сору	5
438	Advertising and Media Research Hamilton, C2018 ISBN: 9781788822794, 313 pages, 7inches x 10inches	сору	3
439	E-Commerce and Enterprises Resources Planning Sahu, C2018 ISBN: 9789352690121, HB, 354 pages, 7inches x 10inches	сору	3
440	Principles of Economics Yean, C2019 ISBN:971967-13440-8-8, HB, 314 pages, 7inches x 10inches	сору	5
441	Supply Chain Management Clark, C2019 ISBN: 9781788824119, HB, 314 pages, 7inches x 10inches	сору	3
442	Integrated Management of Pests in Vegetables Crops Wunsch, C2020 ISBN:9781799600329, HB, 82 pages, 7inches x 10inches	сору	3
443	Soil Fertility, Renewal & Preservation Schinner, C2020 ISBN:9781799600046, HB, 331 pages, 26cm x 18cm	сору	3
444	Biochemistry and Plant Breeding Wilkins, C2022 ISBN:9781788826099, HB, 344 pages, 26cm x 18cm	сору	3
445	Ethnobotanical Studies on Trees Shrubs and Climbers Singh, C2022 ISBN:9789390780372, HB, 290 pages, 24cm x 16cm	сору	3
446	Production Technology for Medicinal & Aromatic Crops Lal Jat, C2022 ISBN:9789390780211, HB, 305 pages, 24cm x 16cm	сору	3

447	Viral Diseases in Plants Chaulan, C2022 ISBN:9789390780433, HB, 297 pages, 24cm	сору	3
	x 16cm	copy	Ŭ
448	Breeding and Crop Production Glover, C2021 ISBN:9781788826112, HB, 7.87inches x	сору	3
	5.51 inches x 1.57 inches Biodiversity in Horticultural Crops		
449	Morgan, C2021 ISBN:9781788826105, HB, 376 pages, 7inches x 10inches	сору	3
	Plant Water Relations and Mineral Nutrition		0
450	Plumptre, C2021 ISBN:9781788826068, HB, 332 pages, 7inches x 10inches	сору	3
	Soil and Agricultural Microbiology		
451	James, C2021 ISBN:9781788826143, HB, 373 pages, 7inches x 10inches	сору	3
	Control Fungal Plant Pathogens in Agricultural		
452	Biotechnology Kirlin, C2020 ISBN:9781684699773, HB, 287 pages, 7inches x 10inches	сору	3
	Crop Nutrition : Principles and Practices		
453	Robb, C2020 ISBN:9781684699780, HB, 287 pages, 7inches x 10inches	сору	3
	Crop Physiology, Applications for Genetic Improvement &		
454	Agronomy Bartoletti, C2020 ISBN:9781799600114, HB, 281 pages,	сору	3
	7inches x 10inches		
н	PUBLIC ADMINISTRATION		
455	Public Administration Concepts & Cases Purohit, C2019 ISBN: 978932692118, HB, 323 pages, 24cm x16cm	сору	3
	Public Administration Principles and Practice		
456	Singh, C2019 ISBN:9789352692446, HB, 312 pages, 24cm x 16cm	сору	3
	Research in Public Administration		
457	Swani, C2019 ISBN: 9789352692477, HB, 312 pages, 24cm x 16cm	сору	3
450	Comparative Public Administration		2
458	Purohit, C2019 ISBN:9789352691494, HB, 283 pages, 24cm x 16cm	сору	3
459	Classics of Public Administration	0000	2
437	Singh, C2019 ISBN:9789352692453, HB, 304 pages, 24cm x 16cm	сору	3
440	Introduction to Comparative Politics	0.010	2
460	Singh, C2020 ISBN:9789352696574, HB, 290 pages, 24cm x 16cm	сору	3
	Fundamentals of Political Science		<u>^</u>
461	Singh, C2020 ISBN:9789352696543, PB, 306 pages, 24cm x 16cm	сору	3
	Gender and Society- We are Equal		10
462	Florendo, C2022 ISBN:621-418-252-7, PB, 260 pages, 22cm x 15cm	сору	10
	Ang Bayani-The Life, works, writings, and travels of DR.		
463	Jose Rizal Ayson, C2022 ISBN:621-418-234-3, PB, 136 pages, 22cm x	сору	10
	15cm		
464	Purposive Communication Maravillas, C2021 ISBN:621-418-162-9, 140 pages, 25cm x	CODY	10
-04	18cm	сору	10
A 4 5	Dance and Recreation for Health (PE) for Grade 12		10
465	Agcaoili, C2017 ISBN:621-8019-45-4, PB, 164 pages, 25cm x 18cm	сору	10
	The Philippine Political Thoughts with Governance		10
466	Tangcangco, C2017 ISBN:621-8019-39-3, PB, 308 pages, 25cm x 18cm	сору	10
A / -	Science Technology & Society		-
467	Garg, C2020 ISBN:978935269796, HB, 306 pages 24cm x 16cm	сору	3
468	Mathematics in the Modern World Kashyap, C2020 ISBN:9789352696239, PB, 383 pages,	сору	3

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469	Education and Sports Psychology James, C2022 ISBN:9781788826525, HB, 366 pages, 7inches x 10inches	сору	3	
470	Exercises Science Sports Studies and Physical Education Goyal, C2021 ISBN:978935269692, HB, 300 pages, 24cm x 16cm	сору	3	
471	Aerobics Program for Total Well Being Singh, C2020 ISBN:9789352696345, HB, 302 pages, 24cm x 16cm	сору	3	
472	Complete Book of Physical Education Yadav, C2020 ISBN:9789352696352, HB, 310 pages, 24cm x 16cm	сору	3	
473	Managing Sports Organization Goel, C2020 ISBN:9789352696376, HB, 306 pages, 24cm x 16cm	сору	3	
474	Physical Education.: a handbook for teachers Kumar, C2020 ISBN:9789352696383, HB, 314 pages, 24cm x 16cm	сору	3	
475	Physical Fitness Kumar, C2020 ISBN:9789352696390, HB, 272 pages, 24cm x 16cm	сору	3	
476	Sports Injuries Kumar, C2020 ISBN:9789352696406, HB, 300 pages, 24cm x 16cm	сору	3	
477	Sports Medicine Singh, C2020 ISBN:9789352696413, HB, 288 pages, 24cm x 16cm	сору	3	
478	Food, Health, Hygiene, and Vitamins Verma, C2019 ISBN:9789352692873, HB, 281 pages, 24cm x 16cm	сору	3	
479	Methods in Training Sports Yadav, C2019 ISBN:9789352693252, HB, 284 pages, 24cm x 16cm	сору	3	
480	Official Coaching Verma, C2019 ISBN:97893526932269, HB, 285 pages, 24cm x 16cm	сору	3	
481	Psychological Aspects in Physical Education & Sports Singh, C2019 ISBN:9789352692293, HB, 322 pages, 24cm x 16cm	сору	3	
482	Research Methods & Statistics in Physical Education Dawson, C2019 ISBN:9781788823968, HB, 362 pages, 7inches x 10inches	сору	3	
483	Fitness & Wellness in Sports Verma, C2019 ISBN:978935693245, HB, 318 pages, 24cm x 16cm	сору	3	
484	Strength Training & Counseling Yadav, C2019 ISBN:9789352693276, HB, 308 pages, 24cm x 16cm	сору	3	
485	Earth Resources and Environmental Issues Singh, C2020 ISBN:9789352695461, HB, 297 pages, 24cm x 16cm	сору	3	
486	Analytical Chemistry Kasa, C2021 ISBN:9781788826167, HB, 315 pages, 7inches x 10inches	сору	3	
487	Experimental Physics Kumar, C2020 ISBN:9789352696482 HB, 306 pages, 24cm x 16cm	сору	3	
488	Physical Chemistry Hartman, C2018 ISBN:9781788820905, HB, 378 pages, 7inches x 10inches	сору	3	
489	Understanding The Self Who I Am Ancheta, C2019 ISBN:621-418-087-5, PB, 229 pages, 28cm x 15cm	сору	10	
490	Understanding the Self Silva, C2019 ISBN:621-8019-43-0, NP, 167 pages, 25cm x 18cm	сору	10	
491	Ripley's Believe it or not 2022 C2022 ISBN:978152913581, HB, 253 pages, 30cm x 23.5cm	сору	7	
492	The World Almanac and Book of Facts 2022 C2021 ISBN:9781510766532, PB, 229 pages, 20cm x 13.5cm	сору	7	

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493	Guinness World Records C2022 ISBN:978-1913484101, HB, 256 pages, 22.5cm x 30cm	сору	7
494	Education Law and Governance De Belen, C2019 ISBN:971-9667-10-0, PB, 582 pages, 22cm x 15cm	сору	8
495	First Aid- A Citizens Response Handbook Mogol, C2021 ISBN:621-418-06-4, PB, 251 pages, 25cm x 18cm	сору	8
496	Guinness World Records C2021 ISBN:9781913484002, HB, 256 pages, 22.5cm x 30cm	сору	8
497	Classical Mythology A to Z Giesecke, C2020 ISBN:9780762470013, HB, 376 pages, 24cm x 18.5cm	сору	7
498	The Physics Book Khalili, C2020 ISBN:978024142725, HB, 336 pages, 24cm x 20cm	сору	8
499	Merriam-Webster's Collegiate Dictionary/11th Edition C2020 ISBN:9780877798095, HB, 1,664 pages, 25cm x 16cm	сору	7
500	Wild Philippines Hicks, C2019 ISBN:9781912081783, PB, 208 pages, 26cm x 21cm	сору	7
501	American Like Me Ferrera, C2018 ISBN:9781501180910, HB, 308 pages, 24cm x 19cm	сору	7
502	Dewey Decimal Classification Volume I-IV (set) C2021 ISBN:978155653136, C2021 ISBN: VOL. 1- 9781556531736, PB, 978 pages, 24.5cm x 17cm, VOL. 2- 9781556531804, PB, 1,166 pages, 24.5cm x 17cm, VOL. 3- 9781556531811, PB, 1,172 pages, 24.5cm x 17cm, VOL. 4 9781556531842, PB, 1,014 pages, 24.5cm x 17cm	сору	1
503	Sears list of Subject headings/ 22nd Edition C2018 ISBN:9781682172346, PB, 975 pages, 8.5inches x 2.5inches x 10.5inches	сору	1
504	Library Literature for Children & Young Adults/ Asuncion, C2019, BP/PB, 198 pages, 22cm, Mindshapers Co. NP	сору	8
505	Revised Corporation Code of the Philippines: Republic Act No. 11232 Commentaries and Cases Joseph Sedfrey S. Santiago, et al., C2019, Ateneo de	сору	8
506	Manila University Press, BP/PB Revolt of the Masses: The Story of Bonifacio and the Katipunan Agoncillo, C2017, PB, 452 pages, 22cm	сору	8
507	The Teaching Profession-4e OBE & KTO12 Bas Bilbao, C2019, PB/PB, 190 pages, 22cm, Lorimar Publishing, NP	сору	8
508	Understanding Philippine History: Reading and Discourse/ Rosales, C2020 ISBN:978-621-8035-65-2 PB/PB, Lorimar Publishing, 250 pages, 22cm, Lorimar Publishing, NP	сору	8
509	Integrated Electronics Kumar, C2018 ISBN:9789386391469, HB, 310 pages, 24cm x 16cm	сору	3
510	Software Engineering Gautam, C2018 ISBN:9789352690213, HB, 282 pages, 24cm x 16cm	сору	3
511	Electronic Waves Total, C2022 ISBN:9781788827591, HB, 6.14 inches x 1.31 inches x 9.21inches, 600 pages	сору	3
512	Engineering Graphics Bhardwaj, C2022 ISBN:9789393884541, HB, 347 pages, 7inches x 10inches	сору	3
513	High Performance Computer Architecture Prasad, C2022 ISBN:9789393884336, HB, 318 pages, 24cm x 16cm	сору	3
514	Engineering Materials Vilalas, C2019 ISBN:621-418-075-2, PB, 198 pages, 25cm x 18cm	сору	10
515	Chemistry for Engineers Kumar, C2020 ISBN:9789352694938, HB, 292 pages, 24cm x 16cm	сору	3

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516	Engineering Physics Ayouch, C2022 ISBN:9781788827607, HB, 386 pages, 7inches x 10inches	сору	3
517	Information Technology Infrastructure and its Management Aggarwal, C2018 ISBN:9789352690176, HB, 312 pages, 24cm x 16cm	сору	5
518	Business Research Methods (HB) Jackson, C2019 ISBN:9781788822916, HB, 320 pages, 7inches x 10inches	сору	3
519	Global Human Resource Management (HB) Nixon, C2019 ISBN:9781788823357, HB, 325 pages, 7inches x 10inches	сору	3
520	Micro Economics (HB) Blanchard, C2019 ISBN:9781788823760, HB, 368 pages, 7inches x 10inches	сору	3
521	E-commerce and mobile commerce technologies, Bass, C2020 ISBN:9781788823760, HB, 354 pages, 7inches x 10inches, HB	сору	3
522	Global Marketing Management (HB) Morales, C2020 ISBN:9781788823364, HB 385 pages, 7inches x 10inches	сору	3
	***		

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

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#### Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

#### Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words "*or at least equivalent*." References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

# **Technical Specifications**

# PROJECT NAME: PROCUREMENT OF VARIOUS BOOKS PROJECT NO. QCU-23-BMOP-0501

Item	Specification	Statement of Compliance
		[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un- amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]
Α	Information Technology	
1	Data Mining and Business Intelligence Jain, C2018 ISBN:9789352691074, HB, Random Publications, Bookpaper, 24cm x 16cm, 180 pages	
2	Artificial intelligence & Knowledge Management 3G Learning, C2017 ISBN:9781680954050, PB, 3G Learning LLC, Bookpaper,184mm x 234mm, 160 pages	
3	Parallel Program: Concepts & Practice Schmidt, C2018 ISBN:9780128498903, Bookpaper, 191mm x 235mm, 416 pages	
4	Modern Concepts of Communication Systems Mishra, C2019 ISBN:9789352691142, HB, Random Publications, Bookpaper, 24cm x 16cm, 200 pages	
5	Operating Systems: Principles & Practices Barnes, C2017 ISBN:9781635494228, PB, Larsen and Keller Education, Bookpaper, 203mm x 276mm, 347 pages	
6	Introductory Discrete Mathematics Rhoades, C2018 ISBN:9781682855492, 3G Learning LLC, Bookpaper, 170mm x 205mm, 240 pages	
7	Computer-Aided Design: Concepts & Applications Knowles, C2018 ISBN:9781635497922, PB, Larsen and Keller Education, PB, Bookpaper, 203mm x 276mm, 232 pages	
8	Data Structure & Algorithms in Computer Science Oswald, C2018 ISBN:9781632407573, Arcler Press, Bookpaper, 180mm x 220mm, 240 pages	
9	Database System Concepts / 7th Edition SILBERSCHATZ, C2020 ISBN:9781260084504, PB, McGraw- Hill Education, Bookpaper, 6.8inches x 9inches, 1,370 pages	
10	Modern Operating System Summers, C2018 ISBN:9781682855348, PB, Larsen and Keller Education, Bookpaper, 203mm x 276mm, 347 pages	
11	Living in the IT Era Revano, C2019 PB, Mindshapers Co., Inc., NP, 6inches x 9inches, 298 pages	
12	Basic Computer Coding: C++ 2nd Edition 3G Learning, C2020 ISBN:9781984659019, PB, 3G E- Learning LLC, Bookpaper, 184mm x 234mm,180 pages	
13	Java: The Complete Reference / 12th Edition Schildt, C2020 ISBN:9781260463415, PB, McGraw-Hill Education., Bookpaper, 185mm x 231mm,1,280 pages	
14	Operating Systems / 2nd Edition Barnes, C2022 ISBN:9781984658920, PB, 3G Learning LLC, Bookpaper,184mm x 234mm, 175 pages	

	Digital Logic & Microprocessor Design with Interfacing/	
	2nd Edition	
10		
15	Hwang, C2018 ISBN:9789814844307, HB, CENGAGE	
	Learning Custom Publishing, Bookpaper, 188mm x	
	234mm, 608 pages	
	Illustrated Handbook of Software Design	
1/		
16	3G E-Learning, C2022 ISBN:9871984660220, HB, 3G	
	Learning LLC, Bookpaper, 178mm x 234mm, 250 pages	
	Information Technology: Service Management	
17	3G Learning, C2019 ISBN:978168514108, PB, 3G Learning	
	LLC, Bookpaper,178mm x 234mm, 172 pages	
	Intro Computing Systems: Bits & Gates C & Beyond 3rd	
18	Edition	
10	Patt, C2020 ISBN:9781269565911, PB, McGraw-Hill	
	Education., Bookpaper, 189mm x 230mm, 800 pages	
	Introduction to Computer Programming and Numerical	
	Methods /	
19	3G E-Learning and Jocelyn O. Padallan, C2021	
	ISBN:9781774076385, HB, Arcler Press, Bookpaper,152mm	
	x 229mm, 277 pages	
.	JAVASCRIPT A BEGINNER'S GUIDE / 5th Edition	
20	POLLOCK, C2020 ISBN:9781260457681, PB, McGraw-Hill	
1	Education., Bookpaper, 183mm x 231mm, 560 pages	
	Fundamentals of Python Programming	
21	Promperada, C2019 PB, Mindshapers Co., Inc. NP,	
<b>Z</b> 1		
L	6inches x 9inches, 298 pages	
1	MySQL	
	C2019 ISBN:9786214270620, PB, Unlimited Books & Library	
22	Services & Publishing, Inc., NP, 6inches x 9inches, 300	
	-	
-	pages	
	Intro to Information Technology and Computer	
23	Besuena, C2019 Unlimited Books & Library Services &	
	Publishing, Inc., NP, 6inches x 9inches, 289 pages	
	Intro to Computer Programing and Logic	
24	Abante, C2019 Unlimited Books & Library Services &	
27		
	Publishing, Inc., NP, 6inches x 9inches, 295 pages	
	Intro to Computer Networking	
25	Pomperada, C2020, Unlimited Books & Library Services &	
	Publishing, Inc., NP, 6inches x 9inches, 240 pages	
	Information Systems Fundamentals	
24		
26	Revano, C2019 PB, Mindshapers Co., Inc., NP, 6inches x	
	9inches, 290 pages	
	Computer System Organization with Assembly	
07	Language	
27	Revano, C2018 PB, Mindshapers Co., Inc., NP, 6inches x	
	9inches, 245 pages	
	Basic Computer Coding: C++ (2nd Edition)	
28	3G E-Learning, C2022 ISBN:9781984659019, Paperback,	
	Bookpaper,184mm x 234mm,180 pages	
1	Basic Computer Coding: Java Script (2nd Edition)	
29	3G E-Learning, C2022 ISBN:9781984658968, Paperback,	
- '	PB, Bookpaper, 184mm x 234mm, 180 pages	
	Basic Computer Coding: Python (2nd Edition)	
30	3G E-Learning, C2022 ISBN:9781984658975, Paperback,	
	PB, Bookpaper, 184mm x 234mm, 179 pages	
1	Basic Computer Coding: SQL (2nd Edition)	
31	3G E-Learning, C2022 ISBN:9781984658999, Paperback,	
••	PB, Bookpaper, 184mm x 234mm, 181 pages	
	Computer Networks and Security (2nd Edition)	
32	3G E-Learning, C2022 ISBN:9781984658937, PB,	
	Bookpaper,184mm x 234mm,180 pages	
	Basic Computer Coding: CSS (2nd Edition)	
33	3G E-Learning, C2022 ISBN:9781984658951, PB,	
	Bookpaper,184mm x 234mm,178 pages	
	COMPUTER ACCOUNTING WITH QUICKBOOKS ONLINE: A	
34	CLOUD BASED AP / 3rd Edition	
	YACHT, C2021 ISBN:9781260576030, PB, McGraw-Hill	
	Education., Bookpaper, 280mm x 233mm, 720 pages	
	Computer-Aided Design: Concepts and Applications	
35	Knowles, C2018 ISBN:9781635497922, 3G Learning LLC,	
	Bookpaper, 170mm x 205mm, 220 pages	
	MIKE MEYERS' COMPTIA SECURITY CERTIFY GD EXAM SYO	
36	601 / 3rd Edition	
	MEYERS, C2021 ISBN:9781260473698, PB, McGraw-Hill	
	Education., Bookpaper, 185mm x 231mm, 832 pages	

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r	1	
	2D Game Art Development: Advanced (In compliance	
37	with NC III)	
07	C2019 ISBN:9781984634610, PB, 3G E-Learning LLC,	
	Bookpaper,184mm x 234mm, 210 pages	
	3D Game Art Development: Advanced with DVD (In	
38	compliance with NC III)	
	C2019 ISBN:9781984634627, PB, 3G E-Learning LLC,	
	Bookpaper, 184mm x 234mm, 210 pages	
	3GE Collection on Computer Science: Networking	
39	3G Learning, C2018 ISBN:9781680959765, HB, Bookpaper,	
	184mm x 234mm, 290 pages	
	Animation (2D Digital): Advanced (2nd Edition) with	
40	DVD (In compliance with NC III)	
	C2019 ISBN:9781984633699, PB, 3G E-Learning LLC,	
	Bookpaper, 184mm x 234mm, 210 pages	
	Animation (3D Digital): Advanced (2nd Edition) with	
41	DVD (In compliance with NC III)	
	C2019 ISBN:9781984633705, 2019, PB,3G E-Learning LLC,	
	Bookpaper, 184mm x 234mm, 210 pages	
	Artificial Intelligence and Applications	
42	Onyango, C2018 ISBN:9781773612515, PB, Arcler	
	Education Inc., 152mm x 229mm, 248 pages	
	Automata Theory and Logic Prudhomme	
43	C2018 ISBN:9781773612713, Arcler Education Inc.,	
	Bookpaper, 152mm x 229mm, 275 pages	
	Computer Graphics and Multimedia	
44	Agarwal, C2018 ISBN:9789350143162, PB, Katson Books,	
	Bookpaper, 180mm x 250mm, 326 pages	
	Computer Organization/ 2nd Edition	
45	3G Learning ISBN:9781680948110,	
	Bookpaper,152mm x 229mm, 190 pages	
	Computer Security	
46	Jha, C2018 ISBN:9789352691050, HB, Random	
	Publications, Bookpaper, 154mm x 234mm,190 pages	
	Computer Systems and Networking Technology	
47	3G Learning, C2019 ISBN:9781984625748, Arcler	
	Education Inc., Bookpaper, 152mm x 229mm, 200 pages	
	Computer-Aided Design: Concepts and Applications	
48	Knowles, C2018 ISBN:9781635497922, PB, Larsen and	
-10	Keller Education, PB, Bookpaper, 203mm x 276mm,	
	232 pages	
	Data Mining and Business Intelligence	
49	Jain, C2018 ISBN:9789352691074, HB, Random	
	Publications, Bookpaper, 24cm x 16cm, 180 pages	
	Data Structures and Algorithms in Computer Science	
50	Oswald, C2018 ISBN:9781632407573, PB, 7inches x	
	1.31inches x 10inches,126 pages	
	Database Management Systems and Oracle	
51	Gautam, C2018, ISBN:9789352690091, HB, Random	
	Publications, Bookpaper, 24cm x 16cm, 195 pages	
	Digital Logic and Microprocessor Design with	
52	Interfacing/ 2nd Edition	
	Hwang, C2018 ISBN:9781305859456, 7.5inches x	
	1.25inches x 9.25inches, 608 pages	
	Fundamentals of Computers and Information	
53	Technology	
	Sahu, C2018 ISBN:9789352690145, HB, Random	
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54	Fundamentals of Machine Learning Vaugh, C2018 ISBN:9781635497939, PB, Larsen & Keller,	
54	Bookpaper, 180mm x 250mm, 342 pages	
	Integrating Analysis for Mixed Methods Research	
55	Bazeley, C2018 ISBN:9781412961868, SAGE Publications	
55	Inc., PB, Bookpaper, 170mm x 242mm, 344 pages	
	Introducing Information Systems/ 7th Edition	
56	Rainer, C2018 ISBN:9781119543442, John Wiley & Sons	
	Inc., PB, Bookpaper, 8.2inches x 10.7inches, 480 pages	
-	Information Systems: An Introduction (with Online	
	Companion Resources)	
57	Jalaludin, C2018 ISBN:9789672113362, PB, Oxford	
	University Press, Bookpaper, 10.2inches x 7.5inches,	
	347 pages	
<u> </u>	Information Technology: Service Management	
58	3G Learning, C2019 ISBN:9781682514108, PB, 22cm,	
	243 pages	

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	Introduction to Computer Networking	
59	Davies, C2018 ISBN:9781632407467, PB, Willford	
	Press, Bookpaper, 178mm x 230mm, 300 pages	
	Introductory Discrete Mathematics	
60	Rhoades, C2018 ISBN:9781682855492, PB, Willford	
	Press, 180mm x 250mm	
-	Invitation to Computer Science/ 8th Edition	
61	Schneider, C2019 ISBN:9781337561914, PB, Course	
	Technology Inc., Bookpaper, 204mm x 253mm,	
	912 pages	
	Network Operating Systems Summary,	
62	C2018 ISBN:9781682855348, HB, Random Publications,	
-	Bookpaper, 24cm x 16cm, 192 pages	
10	PC Assembling & Troubleshooting/ 2nd Edition	
63	3G Learning, C2019 ISBN:9781680948127, PB, Bookpaper,	
	178mm x 234mm, 285 pages	
	PHP, MySQL and JavaScript	
64	Blium, C2018 ISBN:9781119468387, PB, John Wiley & Sons	
-	Inc., Bookpaper, 195mm x 232mm, 800 pages	
	Principles of Computer Architecture	
15		
65	Bermann, C2018 ISBN:9781682855362, PB, Willford Press,	
	Bookpaper, 203mm x 276mm, 258 pages	
1	Program Evaluation and Performance Measurement	
	and Introduction to Practice/ 3rd Edition McDavid,	
66	C2019 ISBN:9781506337067, PB, SAGE Publications Inc.,	
1	Bookpaper, 203mm x 254mm, 568 pages	
	Programming (Net Technology): Advanced (Book with	
67	DVD) (In compliance with NC III)	
	C2019 ISBN:9781984634849, PB, 3G Learning LLC,	
	Bookpaper, 11.7inches x 8.2inches, 284 pages	
	Programming (Java): Advanced (Book with DVD)(In	
	compliance with NCIII)	
68	C2019 ISBN:9781984634856, PB, 3G Learning LLC,	
	Bookpaper, 11.7inches x 8.2inches, 250 pages	
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69	DVD) (In compliance with NC III)	
07	C2019 ISBN:9781984634863, PB, 3G Learning LLC,	
	Bookpaper, 11.7inches x 8.2inches, 250 pages	
	Programming for Problem Solving (with DVD)	
70	Anandamurugan, C2018 ISBN:9789350146736, PB, SK-	
	KATARIA, Bookpaper, 7.72inches x 4.93inches, 150 pages	
71	Programming for Problem Solving	
71	Anandamurugan, C2018 ISBN:9789350146736, PB, SK-	
	KATARIA, Bookpaper, 7.72inches x 4.93inches, 150 pages	
	Software Engineering Theory and Practice Page	
72	C2019 ISBN:9781682856987, PB, Willford	
	Press, 180mm x 250mm, 349 pages	
	Software Technology: Ten (10) Years of Innovation in IEEE	
	Computer	
73		
	Hinchey, C2018 ISBN:9781119174219, PB, John Wiley and	
	Sons Ltd, Bookpaper, 153mm x 235mm, 384 pages	
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74	Prudhomme, C2018 ISBN:9781773612706, HB, Arcler	
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75	3G Learning, C2018 ISBN:9781680948295, PB, Bookpaper,	
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	Edition	
77	3G Learning, C2019 ISBN:9781984634375, PB,	
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78	(In compliance with NC III)	
	C2019 ISBN:9781984634955, PB, 3G e-Learning LLC,	
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79	C2018 ISBN:9789352690220, HB, Random Publications,	
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80	Hardware/Software Interface (RISC-V Ed) Patterson,	
	C2018 ISBN:9780128122754, PB, Morgan Kaufmann	
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	Doing Research in the Real World/ 4th Edition	
81	Gray, C2018 ISBN:9781526418524, PB, SAGE Publications	
0.	Ltd, Bookpaper, 195mm x 265mm, 824 pages	
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82	Tsui, C2018 ISBN:9781284106008, PB, Jones and Bartlett	
	Publishers, Inc., Bookpaper, 185mm x 228mm, 334 pages	
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83	Olsen, C2019 ISBN:9781641720274, PB, Cengage	
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	Learning, Bookpaper, 7.25inches x 9.25inches, 640 pages	
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85	C2019 ISBN:9786214270545, Unlimited Books Pub. NP/PB,	
	7inches x 9inches, 290 pages	
	Internet and Web Technology	
	Prasad, C2018 ISBN:9789352690183, HB, 9789352690183,	
86		
	Random Publications, Bookpaper, 24cm x 16cm,	
	250 pages	
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87	C2021 ISBN:9786214270842, NP/PB, Mindshapers, 7inches	
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88	CONKLIN, C2022 ISBN:9781260474312, PB,	
_	9781260474312, McGraw-Hill Education, Bookpaper,	
	203mm x 266mm, 1,072 pages	
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89	compliance with NC II)	
07	C2019 ISBN:9781984633927, PB, 3G E-Learning LLC,	
	Bookpaper, 184mm x 234mm, 220 pages	
-	A Guide to Qualitative Field Research/ 3rd Edition	
90	Bailey, C2018 ISBN:9781506306995, PB, Sage Publications	
70		
	Ltd, Bookpaper,187mm x 231mm, 280 pages	
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95	Banerjee, C2018 ISBN:9789386602091, PB, SAGE	
	Publications India Pvt Ltd, Paperbook,184mm x 241mm,	
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	E-Commerce: A Guide To Business & E-Marketing	
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	Bookpaper,145mm x 203mm, 215 pages	
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	Economics	
98	Banerjee, C2018 ISBN:9789386602091, PB, SAGE	
	Publications India Pvt Ltd, Paperbook, 184mm x 241mm,	
	512 pages	
	Consumer Behavior and Marketing Research (with DVD)	
99	/ 2nd Edition	
	3G Learning, C2019 ISBN:9781984624512, 3G e-Learning	
	LLC, Bookpaper,145mm x 203mm, 215 pages	
	Marketing for Entrepreneurs and MSE's	
100	Chanda, C2017 ISBN:9781680947076, HB, Arcler	
	Education Inc., Bookpaper, 152mm x 229mm, 218 pages	
	Technology & Innovation Management	
101	Diego, C2016 ISBN:9781682850619, Willford	
	Press, HB, Bookpaper, 152mm x 229mm, 357 pages	

	Consumer Behavior: Building Marketing Strategy / 14th	
	Edition	
102	MOTHERSBAUGH, C2020 ISBN:9781260566482, PB,	
	McGraw-Hill Education, Bookpaper, 205mm x 253mm,	
	832 pages	
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107	Cobb, C2018 ISBN:9781682855300, Unlimited, NP/PB ,	
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109	social good	
107	Chang, C2019 ISBN:9781119506607, PB, Wiley,	
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110	Pineda, C2019, PB, 808 pages, 6.75inches x 0.66inches x	
	9.75 inches	
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112	ISBN:9781260571431, PB, McGraw-Hill Education,	
	Bookpaper, 252mm x 202mm, 544 pages	
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113	Heneman III, C2022 ISBN:9781260597608, PB, McGraw-Hill	
	Education, Bookpaper, 183mm x 229mm, 800 pages	
	Productivity and Quality Management (OBE Approach)	
114	Serrano, C2016, NP/BP/ Unlimited, NP/PB, 7inches x	
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115	Putit, C2018 ISBN:9789672113041, PB, Oxford University	
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120	Jindigic Management	
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Business Research Methods (HB)	
<b>518</b> Jackson, C2019 ISBN:9781788822916, HB, 320 pages,	
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Global Human Resource Management (HB)	
519 Nixon, C2019 ISBN:9781788823357, HB, 325 pages,	
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Micro Economics (HB)	
<b>520</b> Blanchard, C2019 ISBN:9781788823760, HB, 368 pages,	
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E-commerce and mobile commerce technologies,	
521 Bass, C2020 ISBN:9781788823760, HB, 354 pages, 7inches	
x 10inches, HB	
Global Marketing Management (HB)	
<b>522</b> Morales, C2020 ISBN:9781788823364, HB 385 pages,	
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B. Compliance to the Schedule of Requirements	
(Section VI)	

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_\_\_Legal Capacity: \_\_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of:

Technical Specifications Page 24 of 24

# Section VIII. Checklist of Technical and Financial Documents

## Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary "pass/fail" criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

## **Checklist of Technical and Financial Documents** I. TECHNICAL COMPONENT ENVELOPE

#### Class "A" Documents

#### Legal Documents

□ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

#### Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (in a FORM prescribed by the QC-BAC-GOODS AND SERVICES); and
- □ (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents (in a FORM prescribed by the QC-BAC-GOODS AND SERVICES); and
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
   <u>or</u>

Original copy of Notarized Bid Securing Declaration; and

- □ (e) Conformity with Section VI. (Schedule of Requirements) and Section VII. (Technical Specifications), which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- □ (f) Original duly signed Omnibus Sworn Statement (OSS);
   and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

#### Financial Documents

□ (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) (in a **FORM prescribed by the QC-BAC-GOODS AND SERVICES**);

#### <u>or</u>

A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

#### Class "B" Documents

☐ (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;

#### <u>or</u>

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.

#### Other documentary requirements under RA No. 9184 (as applicable)

- □ (i) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- ☐ (j) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

#### II. FINANCIAL COMPONENT ENVELOPE

- $\Box$  (a) Original of duly signed and accomplished Financial Bid Form; **and**
- $\Box$  (b) Original of duly signed and accomplished Price Schedule(s).

#### **III. REQUIRED DOCUMENTS in BDS SECTION 20.2 and 21.2**

- Copy of valid and current Certificate of Copyright Registration.
- Copy of Authority to sell from the Publisher (if not the copyright owner).
- Copy of Certificate of Registration from the National Book Development Board.

Note:

1. Please refer to

[https://drive.google.com/file/d/1uiYurh5WrpBL5B\_pqpzAb62yucAblR1p/view?usp=sh aring] for the following requirements:

- a. Computation of NFCC;
- b. List of All Ongoing Contracts/List of Contracts already awarded but not yet started;
- c. Statement of Single Largest Completed Contract
- 2. Please refer to GPPB Resolution No. 16-2020 for the following requirements:
  - a. Bid Form;
  - b. Price Schedule (for Goods Offered from Abroad/ Within the Philippines)
  - c. Bid Securing Declaration; and
  - d. Omnibus Sworn Statement

