

PHILIPPINE BIDDING DOCUMENTS

Procurement of Books for URS

URS-23-02-052 / URS-23-03-052
URS-23-04-052 / URS-23-05-052

Government of the Republic of the Philippines

UNIVERSITY OF RIZAL SYSTEM

**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.

Section I. Invitation to Bid

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.



Republic of the Philippines
UNIVERSITY OF RIZAL SYSTEM
Tanay, Rizal
Email: bacsecretariat@urs.edu.ph



Invitation to Bid for the Procurement of Books for URS

1. The **University of Rizal System**, through the fund 052 of 2023 intends to apply the following ABC to payments under the contract for each lot.

Lot No.	Title	ABC
Lot 1 (URS-23-02-052)	Procurement of Foreign References for Professional Subjects	₱951,712.84
Lot 2 (URS-23-03-052)	Procurement of Filipiniana References for Core and Professional Subjects	₱569,516.00
Lot 3 (URS-23-04-052)	Procurement of Foreign References for Core Subjects	₱210,499.00
Lot 4 (URS-23-05-052)	Procurement of Filipiniana References for General Education Subjects	₱189,772.16

Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The **University of Rizal System** now invites bids for the above Procurement Project. Delivery of the Goods is required by **forty-five (45) calendar days**. Bidders should have completed, within **five (5) 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).
3. 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.

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.

4. Prospective Bidders may obtain further information from **University of Rizal System** and inspect the Bidding Documents at the address given below during 8:00 AM to 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **March 7, 2023** 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, in the amount of **one thousand pesos (₱1,000.00) for lot 1, five hundred**

pesos (₱500.00) for Lot 2, five hundred pesos (₱500.00) for lot 3 and five hundred pesos (₱500.00) for Lot 4. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.

6. The **University of Rizal System** will hold a Pre-Bid Conference¹ on **March 15, 2023, 1:30 PM** at **BAC Conference Room, URS Morong Campus, Morong, Rizal** and through video conferencing or webcasting via **Google Meet**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **1:00 PM of March 27, 2023**. 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.
9. Bid opening shall be on **March 27, 2023, 1:30 PM** at **AVEC, URS Morong Campus, Morong, Rizal** and broadcast online via **Google Meet**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **University of Rizal System** 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:

*Mr. John John C. Faulve
Head of BAC Secretariat
URS Morong Campus, J. Sumulong St., Brgy San Juan, Morong, Rizal
Tel. No. 09189519618
Email: spmo@urs.edu.ph / bacsecretariat@urs.edu.ph*

12. You may visit the following websites:

For downloading of Bidding Documents: <http://www.urs.edu.ph/bid-opportunities/>

March 7, 2023

NELSON S. GONZALES, Ed. D.
Chairperson, Bids and Awards Committee

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

Section II. Instructions to Bidders

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, **University of Rizal System** wishes to receive Bids for the **Procurement of Books for URS** with identification number **URS-23-02-052 for Lot 1, URS-23-03-052 for Lot 2, URS-23-04-052 for Lot 3 and URS-23-05-052 for Lot 4.**

The Procurement Project (referred to herein as “Project”) is composed of **four (4) lots**, 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:

₱951,712.84 for Procurement of Foreign References for Professional Subjects (Lot 1),

₱569,516.00 for Procurement of Filipiniana References for Core and Professional Subjects (Lot 2),

₱210,499.00 for Procurement of Foreign References for Core Subjects (Lot 3) and

₱189,772.16 for Procurement of Filipiniana References for General Education Subjects (Lot 4).

2.2. The source of funding is:

NGA, the General Appropriations Act or Special Appropriations.

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 limited to those allowed under the rules may participate in this Project.
- 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:

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.

- 7.2. *[If Procuring Entity has determined that subcontracting is allowed during the bidding, state:]* The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
- 7.3. *[If subcontracting is allowed during the contract implementation stage, state:]* The Supplier may identify its subcontractor during the contract implementation

stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

- 7.4. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

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 **BAC Secretariat Conference Room, URS Morong Campus, Morong, Rizal** and through videoconferencing via **Google Meet** 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 **five (5) 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, ex-warehouse, 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 the **BDS**.
 - 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 the **BDS**.

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:

Philippine Pesos.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration² 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 shall be valid until May 7, 2023. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

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 and either at its physical address or through online 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.

² 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.

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 Entity's 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 may be. In this case, the Bid Security as required by **ITB** Clause 14 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 grouped into several lots, which shall be awarded as separate contracts per lot.
- 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**.

Section III. Bid Data Sheet

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.

Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. Procurement of Books, Journals and other Publications b. completed within five (5) years prior to the deadline for the submission and receipt of bids.
7.1	Subcontracting is not allowed
12	The price of the Goods shall be quoted DDP URS Morong Campus, Morong, Rizal or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than ₱19,034.26 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit for Lot 1; b. The amount of not less than ₱11,390.32 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit for Lot 2; c. The amount of not less than ₱4,209.98 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit for Lot 3 and d. The amount of not less than ₱3,795.44 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit for Lot 4. e. The amount of not less than ₱47,585.64 if bid security is in Surety Bond for Lot 1; f. The amount of not less than ₱28,475.80 if bid security is in Surety Bond for Lot 2; g. The amount of not less than ₱10,524.95 if bid security is in Surety Bond for Lot 3 and h. The amount of not less than ₱9,488.61 if bid security is in Surety Bond for Lot 4.
19.3	Lot 1 - Procurement of Foreign References for Professional Subjects ABC - ₱951,712.84,

	<p>Lot 2 - Procurement of Filipiniana References for Core and Professional Subjects ABC - ₱569,516.00</p> <p>Lot 3 - Procurement of Foreign References for Core Subjects ABC - ₱210,499.00</p> <p>Lot 4 - Procurement of Filipiniana References for General Education Subjects ABC - ₱189,772.16</p>
20.2	<i>[List here any licenses and permits relevant to the Project and the corresponding law requiring it.]</i>
21.2	<i>[List here any additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity.]</i>

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 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 VII (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

- 5.1 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.
- 5.2 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.

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>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:</p> <p>“The delivery terms applicable to this Contract are delivered URS Morong Campus, J. Sumulong St., Brgy. San Juan, Morong, Rizal. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is Mr. Jose Reza Talanay.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the 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
	<ol style="list-style-type: none"> e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

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.

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:

1. 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
2. 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 costs 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

	<p>remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.</p> <p>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.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>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.</p> <p>Transportation –</p> <p>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.</p> <p>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.</p>

	<p>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 consulate to the port of dispatch. In the event that carriers of 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.</p> <p>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.</p> <p>Intellectual Property Rights –</p> <p>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.</p>
2.2	<p><i>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”</p>
4	<p>The inspections and tests that will be conducted are: Physical appearance and actual count of the items.</p>

[Use this form for Framework Agreement:]

Framework Agreement List

Limited to repeatedly required goods and services that are identified to be necessary and desirable, but, by its nature, use or characteristic, the quantity and/ or exact time of need cannot be accurately pre-determined and are not advisable to be carried in stock.

Prepared by the End-User, attached to the APP and submitted to the BAC for the approval of the HOPE.

<i>FRAMEWORK AGREEMENT LIST (AGENCY)</i>			
<i>Item / Service Type and nature of each item/service</i>	<i>Cost per item or service</i>	<i>Maximum Quantity</i>	<i>Total Cost per Item</i>
<i>TOTAL (Approved Budget for the Contract)</i>			
<i>Expected delivery timeframe after receipt of a Call-Off.</i>	<i>Within [no. of days] calendar days upon issuance of Call-off.</i>		
<i>Remarks</i>	<i>Indicate here any other appropriate information as may be necessary.</i>		
<i>SIGNATURE OVER PRINTED NAME</i>	<i>POSITION</i>	<i>DEPARTMENT/DIVISION</i>	

Section VII. Technical Specifications

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

Item	Specification	Statement of Compliance
		<p><i>[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.]</i></p>

Technical Specifications

Lot 1 – Procurement of Foreign Reference for Professional Subjects

(Angono, Antipolo, Binangonan, Cainta, Cardona, Morong, Pililla, Rodriguez, Tanay, Taytay)
ABC - ₱951,712.84

Item	Specification	Statement of Compliance
1. 1 copy	5 Steps to a 5: AP English Literature and Composition. Hartnett. 2022. ISBN 9781264415069.	
2. 1 copy	5 Steps to a 5: AP Psychology 2023. Maitland. 2022. ISBN 9781264462131.	
3. 1 copy	A Beginner's Guide to Colored Pencil Drawing, Watannabe, Yoshiko. 2023. ISBN 9780804856249	
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167.	21	copies	Technical Writing. Mananay, Sumalinog. 2022. ISBN 9786214510191	

Item	Specification	Statement of Compliance
168. 5 copies	Technology for Teaching - Learning 2 (for Language Education English / Filipino). Espique, Ayao-ao. 2020. ISBN 9786218035898	
169. 2 copies	Technology for Teaching - Learning 2 (Mathematics and Science Education). Espique, De Vera-Silva. 2021. ISBN 9786214510030.	
170. 2 copies	Textbook in auditing practice. 2021 edition. Frias. 2022. ISBN 9783214271009	
171. 2 copies	Textbook in auditing theory: auditing and assurance principles. 2020 edition. Frias. 2019. ISBN 9783214270484	
172. 21 copies	The Contemporary World: Looking through the Lenses of Globalization. Bihasa, CR. , 2022. ISBN 9786214091744	
173. 3 copies	The Entrepreneur. Saidali. 2021. ISBN 9789719905899.	
174. 1 copy	The Essentials of World History, Duiker. 2021. ISBN 97898149986298	
175. 22 copies	The Life and Works of Jose Rizal. Porras, Apsay, Cunanan, Rillo. 2022. ISBN 9786214510214	
176. 5 copies	The Readings in Philippines History. Martinez. 2021. ISBN 9786214061815a	
177. 2 copies	The student-trainee's guide to the internship program: an outcome based education approach. Ampo, et.al. 2022. ISBN 9786214092000	
178. 1 copy	The teacher and the school curriculum, Bilbao, Purita. 2020. ISBN 9783218035980	
179. 4 copies	The Teacher and the School Curriculum. Fernando & Oamil. 2022. ISBN 9786214091911	
180. 2 copies	The Teaching and Assessment of Grammar. Bacus, Aida, Dapat, Dayagbil. 2021. ISBN 9786214510139.	
181. 12 copies	The Teaching and Assessment of Literature Studies. Bacus, Terogo, Bustos, Dapat. 2022. ISBN 9786214510283	
182. 2 copies	Theories of Personality. Feist 2021 ISBN 9789813310179	
183. 7 copies	Tourism & Hospitality Research. Cariño. 2021. ISBN 9783214063024	
184. 7 copies	Tourism and Hospitality Marketing. Buenaventura. 2022. ISBN 9783214063437	
185. 5 copies	Travel and Tour Management. Alwen, Jose. 2021. ISBN 9783214063178	
186. 7 copies	Trends and Issues in Social Studies. Arnie G. Dizon, 2022. ISBN 9786214510269	

Item			Specification	Statement of Compliance
187.	3	copies	Understanding Media and Information Literacy in the 21st Century for Senior High School. Zaporteza ,J.S. 2018. ISBN 9786214090952	
188.	3	copies	Understanding the Adolescents: Personal Development for Senior High School Students. Espino, SM.T. 2018. ISBN 9786214090969	
189.	3	copies	Understanding the Human Person: Intro. to the Philosophy of Persons for Senior High School Students. Revised edition. Buenaflor, L.E. 2019. ISBN 9786214091355	
190.	3	copies	Understanding the Self, Luna. 2022. ISBN 9786214271023	
191.	6	copies	Understanding the Self. 2nd edition. Milagros Frando , Lalaine Isip. 2022. ISBN 9786214091867	
192.	1	copy	University Physics (reprint). Young. 2020. ISBN 9789813134762	
193.	5	copies	WEB Application Programming. Abante. 2018. ISBN 9783214062416	
194.	2	copies	Welding 101 (Basic inputs on shield metal arc welding for begginers). Flores, Espina. 2021. ISBN 9783218035683	
195.	5	copies	Western Cuisine. Dinaga. 2022. ISBN 9783214063260	
196.	2	copies	Worktext in Database Management System revised ed. San Luis. 2020. ISBN 9786214062812	

Technical Specifications

**Lot 3 - Procurement of Foreign References
for Core Subjects
(Binangonan, Cainta, Cardona, Tanay, Taytay)
ABC- ₱210,499.00**

Item	Specification	Statement of Compliance
1. 1 copy	A Textbook of Insect Pest and Disease Management. Somnath Sen, Mohd. Sameer. 2021. ISBN 9789383992522	
2. 1 copy	AI enabled analytics for business: a roadmap for becoming. Bernard Marr. 2021. ISBN 9781119795575	
3. 1 copy	Applied Fishery Science. Kavita Rani & Sushil Kumar Upadhyay. 2020. ISBN 9789352695317	
4. 1 copy	Basic Genetics. Dr. Atar Singh, Pooja Tiwari. 2021. ISBN 9789383992515	
5. 1 copy	Broiler Farming and Management. Rajender Kumar Singh. 2020. ISBN 9789352696604	
6. 1 copy	Business trends in practice. Bernard Marr. 2021. ISBN 9781119795575	
7. 1 copy	Butchering Chickens: A Guide to Humane, Small-Scale Processing, Danforth, 2020, ISBN 9781635861655	
8. 1 copy	Computer Graphics and Multimedia. Manjeet Singh. 2022. ISBN 9789393884954	
9. 1 copy	Contemporary human resource management: text and cases. 6th edition. 2021. ISBN 9781529758276	
10. 1 copy	Corporate social responsibility and SMEs impacts and institutional drivers. Johan J. Graafland. 2022. ISBN 9781032106724	
11. 1 copy	Cost accounting for dummies. 2nd edition. Kenneth Boyd. 2022. ISBN 9781119856023	
12. 2 copies	Digital System Design. Shipra Gupta. 2021. ISBN 9789350147160	
13. 1 copy	Electrical Engg. Materials & Elect. Components. K.B.Raina & Bhattai. 2021. ISBN 9789350144176	
14. 1 copy	Emotion-focused counselling in action. Robert Elliot. 2021. ISBN 9781446257241	
15. 1 copy	Financial Statement Analysis Workbook: A Practitioner'S Guide, Fifth Edition. Martin Fridson. 2022. ISBN 9781119457183	
16. 1 copy	Fish Byproducts and Utilization of Fishery Waste. Vikas Bhalla. 2021. ISBN 9789352697229	

Item			Specification	Statement of Compliance
17.	1	copy	Fish Culture: In Ponds and Other Inland Waters. Garg, Sudha. 2020. ISBN 9789352695362	
18.	1	copy	Fisheries Extension and Administration. Anand, Shalini. 2020. ISBN 9789352695355	
19.	1	copy	Fishery Resources. Anand, Shalini. 2020. ISBN 9789352695379	
20.	1	copy	Fruit and Vegetable Canning, Pickling and Drying (Book with DVD). 3G Editorial Board. 2021. ISBN 9781984645456	
21.	1	copy	Fundamentals of Agronomy and Agriculture Meteorology. Fundamentals of Agronomy and Agriculture Meteorology. 2021. ISBN 9789383992591	
22.	1	copy	Fundamentals of Genetics. Rajendra Kumar Yadav, Shweta. 2020. ISBN 9789383992454	
23.	1	copy	Fundamentals of Plant Biochemistry and Biotechnology. Rajendra Kumar Yadav, Lallu Singh. 2021. ISBN 9789383992478	
24.	1	copy	Handbook of Aquaculture Engineering. Dr. Meera Singh. ISBN 9789352696987	
25.	1	copy	International human resource management policies and practices for multinational enterprises. 6th edition. Ibraiz Tarique. 2022. ISBN 9781138489509	
26.	1	copy	Internet of Things (IoT). Edition 2022. Dr. Rajiv Chopra. ISBN 9789350147351	
27.	1	copy	Introducing Research Methodology: Thinking Your Way Through Your Research Project, Uwe Flick, 2020, ISBN 9781526496935	
28.	1	copy	Introduction to Engineering Thermodynamics. Muna S. Kassim, Laith Jaffer Habeeb. 2021. ISBN 9789350147221	
29.	1	copy	Marketing analytics: statistical tools for marketing and consumer behavior using SPSS. Jose Marcos Carvalho de Mesquita. 2022. ISBN 9781032052199	
30.	1	copy	Marketing and the customer value chain integrating marketing and supply chain management. Thomas Fotiadis. 2022. ISBN 9781138394490	
31.	1	copy	Mastering MySQL for web: a beginner's guide. Sufyan bin Uzayr. 2022. ISBN 9781032135120	
32.	1	copy	NonConventional Energy Sources. Anand Tembulkar & S.P. Meher. 2021. ISBN 9789350144770	

Item			Specification	Statement of Compliance
33.	1	copy	Plant Propagation and Nursery Management, Arun Kumar Singh, Abhinav Kumar, 2021, ISBN 9789383992539	
34.	1	copy	Reservoir Fisheries and Limnology. Anand, Shalini. 2020. ISBN 9789352695393	
35.	1	copy	Schaum'S Outline of Engineering Mechanics: Statics. 7th ed. Potter. 2021. ISBN 9781260462845	
36.	1	copy	Signals: the 27 trends defining the future of the global economics. Jeff Desjardins. 2021. ISBN 9781119853176	
37.	1	copy	Surveying. Dr. N.R. Chandak & Prof. Hemraj R. Kumavat. 2022. ISBN 9789350146552	
38.	1	copy	Universal Human Values and Professional Ethics. Ritu Soryan. 2022. ISBN 9789350147467	
39.	1	copy	Water Irrigation Management and Land Development. Abhishek Anand. 2023. ISBN 9789395431286	
40.	1	copy	Weed Management. Dr. Satyakumari Sharma. 2022. ISBN 9789383992690	

Technical Specifications

**Lot 4 – Procurement of Filipiniana References for General Education
(Angono, Antipolo, Binangonan, Cainta, Cardona, Morong, Pililla,
Rodriguez, Tanay, Taytay)
ABC -₱189,772.16**

Item	Specification	Statement of Compliance
1. 3 copies	21st Century Literature. Uychocho, Marikit Tara A. 2022	
2. 16 copies	A Course Module for Art Appreciation. Albert Napoleon J. Roldan, Chloe P. Dellosa. 2019. ISBN 9786210401264	
3. 3 copies	A Course Module for Content and Pedagogy for the Mother Tongue. Jonna Marie A. Lim. 2020	
4. 16 copies	A Course Module for Ethics. Oscar G. Bulaong Jr., et al., 2021. ISBN 9786210422108	
5. 18 copies	A Course Module for Gender and Society: A Human Ecological Approach. Eric Paul D. Peralta, Nephtaly Joel B. Botor & Teri Marie P. Laude. 2019. ISBN 9786210400991	
6. 4 copies	A Course Module for Language Programs and Policies in Multilingual Societies. Jonna Marie A. Lim. 2021. ISBN 9783210422085	
7. 7 copies	A Course Module for Readings in Philippine History. John Lee Candelaria, Veronica C. Alporha, Ayshia F. Kunting. 2021. ISBN 9786210424133	
8. 17 copies	A Course Module for Science, Technology and Society. Eden Joy Alata, Greg Pawilen, Marck Joseph T. Calano. 2021. ISBN 9786210429459.	
9. 2 copies	A Course Module for Teaching Internship. Ericson M. Reyes. et al. 2021. ISBN 9783210422092	
10. 1 copy	A Course Module for Teaching Learners with Developmental Disabilities. Sheena Jade G. Manuel, et al. 2021. ISBN 9786210421675	
11. 3 copies	A Course Module for Teaching Literacy in the Elementary Grades through Literature. Ferdinand Bulusan. et al. . 2021. ISBN 9783210421644	
12. 2 copies	A Course Module for Teaching Math in the Intermediate Grades. Riza C. Gusano. et al.. 2020. ISBN 9783210403756	
13. 2 copies	A Course Module for Teaching Math in the Primary Grades. Riza C. Gusano. et al. 2020. ISBN 9783210403749	

Item			Specification	Statement of Compliance
14.	2	copies	A Course Module for Teaching Science in Primary Grades (Biology and Chemistry). Thelma R. Mingoa. et al.. 2020. ISBN 9783210403749	
15.	3	copies	A Course Module for Teaching Social Studies in the Elementary Grades (Philippine History and Government). Brenson Y. Andres, et al. 2020. ISBN 9786210403862	
16.	2	copies	A Course Module for Teaching Visual Arts in the Elementary Grades. Precious Jewel Gamboa Tizon .Eigen John T. Ignacio. 2021. ISBN 9783210421651	
17.	2	copies	A Course Module for Technology for Teaching and Learning 1. Elen Joy AlataBruza.et al.. 2021. ISBN 9783210424713	
18.	2	copies	A Course Module for The Contemporary World. Nephtaly Joel B. Botor..et.al. 2020. ISBN 9786210404319	
19.	18	copies	A Course Module for Understanding the Self. Eden Joy Alata, et al. 2021. ISBN 9786210421699	
20.	3	copies	ABM Fundamentals of ABM 1. Eugenio V. Villaceran. 2022	
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25.	3	copies	Applied Economics. George Villasis. Rosemary Dinio. 2021	
26.	3	copies	Applied Inquiries, Investigations, and Immersion WT Elimar Alupay; Mary Joy Daniel Vinas. 2023	
27.	3	copies	Assessment of Learning 1 . Marilyn Ubina Balagtas . et al. 2020. ISBN 9783210401233	
28.	2	copies	Assessment of Learning 2 . Marilyn Ubina Balagtas. et al.. 2020. ISBN 9783210401240	
29.	3	copies	Basic Calculus. Rene R. Belecina, Elisa S. Baccay. 2022	
30.	1	copy	Building & Enhancing New Literacies Skills across the Curriculum Elen Joy P. Alata. 2019. ISBN 9786210400915	
31.	3	copies	Business Ethics and Social Responsibility. Racelis. 2020	
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34. 2 copies	Business Research with Statistical Application: Textbook and Guidebook for Doing & Writing Research. Te, Danilo M., 2019. ISBN 9786210400922	
35. 5 copies	Compensation Administration. Zarate, Cynthia A. 2021. ISBN 9786210424171.	
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43. 3 copies	Empowerment Technologies. Elimar Ravina. 2022	
44. 3 copies	English for Acad. PP. Corazon Santos - Bernardo; Remedios Nalundasan-Abijan. 2022	
45. 4 copies	Entrepreneurship in Tourism & Hospitality. Eunice Mareth Q. Areola, et al. 2021. ISBN 9786210434644	
46. 2 copies	Entrepreneurship. Go, Josiah. 2018.	
47. 4 copies	Ergonomics and Facilities Planning for the Hospitality Industry. Daryl Ace V. Cornell, Jocelyn A. Rivera - Lutap. 2021. ISBN 9786210424283.	
48. 2 copies	Facilitating LearnerCentered Teaching (PATEF). Teresita Tabbada Rungduin. et al.2020. ISBN 9783210417692	
49. 3 copies	Filipino sa Larangan (Akademik). Constantino, Pamela C.,et al. 2022	
50. 3 copies	Foreign Language I (Basic French for Hospitality Management and Tourism I). Ma. Gladys G. Tomas. 2022. ISBN 9786210441107.	
51. 3 copies	Foreign Language II (Basic French for Hospitality Management and Tourism I). Ma. Gladys G. Tomas. 2022. ISBN 9786210442922.	
52. 1 copy	Foundation of Special and Inclusive Education, Cristina Nieves AligadaHalal. 2020. ISBN 9786210402773	

Item		Specification	Statement of Compliance
53.	7 copies	Foundation of Special and Inclusive Education. Cristina Nieves Aligada. et al. 2020. ISBN 9783210402773	
54.	6 copies	Fundamentals in Food Service Operations. Claire Ann Yao. 2022. ISBN 9786210434392	
55.	2 copies	Fundamentals in Lodging Operations. John Ericson Policarpio, MBA, CEE. 2021. ISBN 9786210434637.	
56.	6 copies	Fundamentals in Lodging Operations. Sarah Monzon Po. 2023. ISBN 9783210443547	
57.	3 copies	General Biology 1. Rea et. al 2020	
58.	3 copies	General Biology 2 Rea et. al 2020	
59.	3 copies	General Chemistry 1. Betty M. Lontoc, Edwehna Elinore S. Paderna, Luciana V. Ila. 2022	
60.	3 copies	General Chemistry 2. Josefina Belen, et.al. 2022	
61.	3 copies	General Physics 1. Santos, Gil Nonato. 2022	
62.	3 copies	General Physics 2. Santos, Gil Nonato C. 2022	
63.	1 copy	Global Culture and Tourism Geography. Lynn U. Donnesa & Lilibeth Aragon. 2020. ISBN 9786210403800	
64.	3 copies	Governance, Business Ethics, Risk Management & Internal Control. Jesse Rey. L. Meneses & Eugenio V. Villaceran. 2022. ISBN 9786210436891	
65.	2 copies	Heritage Tourism. Danny Cabulay. 2021. ISBN 9786210431506.	
66.	3 copies	How to Succeed in the 21st Century Work Environment. Sr. Felicitas Bernardo, et al. 2019	
67.	3 copies	Human resource management. Doris P. Lauron. 2019. ISBN 9783210401004	
68.	2 copies	Income taxation. Banggawan. 2021.	
69.	3 copies	Inquiries, Investigations and Immersion. Cengage-Co Pub. 2020	
70.	3 copies	Intro To Philo of HP. Ramos, Christin. 2022	
71.	3 copies	Intro to Philosophy UST. UST Authors. 2022	
72.	2 copies	Kitchen Essentials and Basic Food Preparation . Daryl Ace V. Cornell, Claire Ann M. Yao.2020 ISBN 9783210403824	
73.	3 copies	Kom. at Pananaliksik sa Wika at Kulturang Pil. Talyan, Dolores R. et al. 2022	
74.	1 copy	Management Science. Maria Anita Riguera. 2022. ISBN 9786210436778	
75.	5 copies	Managerial Economics in the 21st Century. Jimenez, Christian Eligius A. 2022. ISBN 9786210438888.	
76.	3 copies	Media and Info Literacy. Maria Jovita E. Zarate. 2022	

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77.	1	copy	Modyul para sa Pagtuturo ng Filipino sa Elementarya I (Estruktura at Gamit ng Wikang Filipino). Roseta V. ComisoGallo. 2020. ISBN 9786210403787	
78.	3	copies	Operations Management & Total Quality Management. Collier, David Allan, Evans, James, Lindsay, William. 2019.9789814878456.	
79.	3	copies	Oral Communication in Context. Ramona S. Flores. 2020	
80.	5	copies	Pagbasa at Pagsusuri. De Laza, Crizel. 2022	
81.	1	copy	Partnership Revised Corporation and Cooperative. Andrix D. Domingo. 2021. ISBN 9786218205017	
82.	3	copies	Personal Development. Santos, Ricardo Rubio. 2022	
83.	3	copies	Physical Education and Health 2. Conrado R. Aparato, Zyra Ruth Talaroc-Brebante, Peter Fermin Dajime. 2023	
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88.	3	copies	Reading and Writing Skills. Marella Therese Tiongson. 2019	
89.	20	copies	Reading Visual Arts. Elaine Grace J. Dizon. 2022. ISBN 9786210443271	
90.	1	copy	Reg Framework and Legal Issues in Business 1 (2021 edition), Andrix D. Domingo. 2021	
91.	6	copies	Reg Framework and Legal Issues in Business 2. Andrix D. Domingo. 2023. 9766218205031	
92.	2	copies	Regulatory framework for business transactions (RFBT): MCQ CPA reviewer. Andrix D. Domingo. 2019. ISBN 9783219524278	
93.	6	copies	Research in Tourism. Grant B. Cornell, Daryl Ace V. Cornell, Phd, Jan Monren T. Mercado. 2021. ISBN 9786210429473	
94.	3	copies	Risk Management as Applied to Safety Security and Sanitation. Benigno Glenn R. Ricaforte. 2020. ISBN 9783210404548	
95.	3	copies	Science. Chastine Cardenas. 2022	
96.	3	copies	Statistics and Probability. Baccay, Elisa S. et al. 2022.	
97.	2	copies	Strategic management. Michael A. Hitt. 2022. ISBN 9789815059755	

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98.	5	copies	Supply Chain Management in Hospitality Industry. Michael Bhubet B. Baluyot. DHM. CHP.2022. ISBN 9783210438956	
99.	2	copies	Teaching Profession (PATEF). Celia M. Ilanan. et al..2020. ISBN 9783210404517	
100.	1	copy	Teaching Profession, Dr. Greg Tabios Pawilen. 2019. ISBN 9786210400199	
101.	3	copies	Teaching Profession. Ilanan, Celia M. 2020	
102.	1	copy	Textbook in the Philippine Constitution, Hector S. De Leon, Hector S. De Leon, Jr.,2019 ISBN 9789712392610	
103.	1	copy	The Fundamentals of Taxation. Hector S. De Leon & Hector S. De Leon, Jr. 2022. ISBN 9786210424416	
104.	1	copy	The Law on Income Taxation. Hector S. De Leon, Sr.Hector S. De Leon, Jr., 2022. ISBN 978 6210427929	
105.	1	copy	The Law on Obligation and Contracts, Hector S. De Leon, Hector S. De Leon, Jr.,2021 ISBN 9786210404302	
106.	1	copy	The Law on Obligations and Contracts. Andrix D. Domingo. 2020. ISBN 9786219524292	
107.	2	copies	The Law on Transfer and Business Taxation, Hector S. De Leon, Sr.Hector S. De Leon, Jr., 2022. ISBN 9786210428773	
108.	5	copies	The School and the Community, School Culture and Organizational Leadership. Greg Tabios Pawilen, et.al. 2019. ISBN 9786210401035	
109.	1	copy	The Teacher and The School Curriculum: A guide to Curriculum Development Practice, Dr. Greg Tabios Pawilen. 2019. ISBN 9786210400052	
110.	2	copies	Tour and Travel Management. Maricel D. Herrera. 2021. ISBN 9786210403817.	
111.	2	copies	Tourism and Hospitality Marketing. Maricel G. Badilla, PhD. 2021. ISBN 9786210427509.	
112.	6	copies	Tourism Policy Planning and Development. Reil G. Cruz. 2022. ISBN 9783210443127	
113.	5	copies	Transportation Management. Lynn U. Donesa, et al. 2022. ISBN 9786210436532	
114.	3	copies	Understanding CulSocPol. David San Juan. 2022	

[Use this form for Framework Agreement:]

Technical Specifications

<i>TECHNICAL SPECIFICATIONS</i>			
<i>Item / Service</i>	<i>Maximum Quantity</i>	<i>Technical Specifications / Scope of Work</i>	<i>Statement of Compliance</i>
			<p><i>[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.]</i></p>

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; **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; **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the 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) **or** 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 **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

- (i) Original of duly signed and accomplished Financial Bid Form; **and**
- (j) Original of duly signed and accomplished Price Schedule(s).

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

- (k) [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.
- (1) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

Bid Form for the Procurement of Goods

[shall be submitted with the Bid]

BID FORM

Date : _____

Project Identification No. : _____

To: *[name and address of Procuring Entity]*

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount	Purpose of Commission or gratuity
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(if none, state "None")]

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Price Schedule for Goods Offered from Abroad

[shall be submitted with the Bid if bidder is offering goods from Abroad]

For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

BID SECURING DECLARATION **Project Identification No.: *[Insert number]***

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]*

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

