



Republic of the Philippines
**Northwestern Mindanao State College
of Science and Technology**

BIDDING DOCUMENTS

Contract I.D. No. : 21PBGNMSC05-G

Contract Name : Purchase of Books, E-Books
and Other Library Holdings

Contract Location : Labuyo, Tangub City,
Misamis Occidental

Total Approved
Budget for the : ₱ 3,000,000.00
Contract

January 20 – February 10, 2021

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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
Northwestern Mindanao State College
of Science and Technology

INVITATION TO BID FOR
Purchase of Books, E-Books and Other Library Holdings

1. The *Northwestern Mindanao State College of Science and Technology (NMSCST)*, through GAA FY 2021 intends to apply the sum of:

Lot Number	Contract ID	Description	ABC
1.	21PBGNMSC05.1 - G	Books for Teacher Education and School of Engineering Technology	Php. 2,501,646.00
2.	21PBGNMSC05.2 - G	Subscription of Printed Scientific Journals for Education and Engineering Technology	Php. 497,854.00

being the ABC to payments under the contract **Purchase of Books, E-Books and Other Library Holdings** for each lot. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The *NMSCST* now invites bids for the above Procurement Project. Delivery of the Goods is required by sixty (60) calendar days. Bidders should have completed, within *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).
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 [*insert name of the Procuring Entity*] and inspect the Bidding Documents at the address given below during [*insert office hours*].
5. A complete set of Bidding Documents may be acquired by interested Bidders on *January 20 – February 10, 2021* 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 listed below for the lot/item. The Procuring Entity shall allow the bidder to present its proof of payment for the fees through *Palawan/Cebuana*.

Lot Number	Description	ABC	Cost of Bidding Documents
1.	Books for Teacher Education and School of Engineering Technology	Php. 2,501,646.00	Php. 2,000.00
2.	Subscription of Printed Scientific Journals for Education and Engineering Technology	Php. 497,854.00	Php. 500.00
Total			Php. 2,500.00

6. The NMSCST will hold a Pre-Bid Conference on 29th of January of 2021 at 01:00 PM via google meet (Meeting ID: <https://meet.google.com/vdk-axnx-uuu>) which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through: (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or (iii) both} on or before February 10, 2021 at 09:00 AM. **Late bids shall not be accepted.**

Manual:	Office of the Bids and Awards Committee, New Admin Building, NMSCST, Labuyo, Tangub City, Misamis Occidental
Online:	Official email account: bacsecoffice@nmsc.edu.ph Note: <ul style="list-style-type: none"> • Please follow file format and instructions provided at the last page of this BD. • Original and One (1) copy of Technical and Financial Proposal shall be required to submit through a courier before the deadline.

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 10th of February 2021, 01:00 PM at the given address below and/or via google meet (Meeting ID: <https://meet.google.com/nye-bdtdc-uby>). Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

The summary of significant data, time and procurement activities are shown below:

Activities	Schedule	Online Meeting via google meet (Meeting ID)	Venue
Issuance of Bidding Documents	January 21 - February 20, 2021		NMSCST Legarda Hall, Labuyo, Tangub City
Pre-Bid Conference	January 29, 2021 at 1:00 PM	https://meet.google.com/vdk-axnx-uuu	
Deadline of Submission of Bids	February 10, 2021 at 09:00 AM		
Opening of Bids	February 10, 2021 at 01:00 PM	https://meet.google.com/nye-bdtdc-uby	

10. NMSST likewise assumes no obligation whatsoever to compensate or indemnify any bidder or winning bidders, as the case may be, for any expenses or loss that said party(ies) may incur in its participation in the Pre-bidding and bidding process nor does it guarantee that an award will be made.

11. The *NMSCST* 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.

12. For further information, please refer to:

FLORANTE G. REQUINA

BAC Secretariat
NMSCST, Labuyo, Tangub City 7214
Misamis Occidental
Tel No.: (088) 586-0173
09097656322

13. You may visit the following websites: <https://www.nmsc.edu.ph>
For downloading of Bidding Documents: <https://www.nmsc.edu.ph>

Date of Issue: January 20, 2021

MARILOU M. ABATAYO, Ph.D.

Bids and Awards Committee, Chairperson
Authorized Representative

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, Northwestern Mindanao State College of Science and Technology (NMSCST) wishes to receive Bids for the **Purchase of Books, E-Books and Other Library Holdings** with identification number **21PBGNMSC05-G**.

The Procurement Project (referred to herein as “Project”) is composed of 5 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 *FY 2021* in the amount of *Php. 3,000,000.00*:

Lot Number	Contract ID	Description	ABC
1.	21PBGNMSC05.1 - G	Books for Teacher Education and School of Engineering Technology	Php. 2,501,646.00
2.	21PBGNMSC05.2 - G	Subscription of Printed Scientific Journals for Education and Engineering Technology	Php. 497,854.00
		Total:	Php. 3,000,000.00

2.2. The source of funding is: GAA FY 2021.

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. *[Select one, delete other/s]*
- a. 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.
 - b. 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:

[Select one, delete the other/s]

- 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.
- b. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
- c. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of

public bidding: the Bidder should comply with the following requirements:
[*Select either failure or monopoly of bidding based on market research conducted*]

- i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies*] of the ABC for this Project; and
- ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

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:

[Select one, delete other/s]

a. Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed twenty percent (20%) of the contracted Goods.

b. 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 *{[insert if applicable]}* and/or through videoconferencing/webcasting} 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 *[state relevant period as provided in paragraph 2 of the IB]* 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.
- 11.5. *[Include if Framework Agreement will be used:]* Financial proposals for single or multi-year Framework Agreement shall be submitted before the deadline of submission of bids as prescribed in the **IB**. For multi-year Framework Agreement, evaluation of the financial proposal during this stage is for purposes of determining eligibility and whether or not such financial proposal is within the ABC.

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 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)**.
- 12.2. *[Include if Framework Agreement will be used:]* For Framework Agreement, the following should also apply in addition to Clause 12.1:
 - a. For a single year Framework Agreement, the prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not

subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.

- b. For a multi-year Framework Agreement, the prices quoted by the Bidder during submission of eligibility documents shall be the ceiling and the price quoted during mini-competition must not exceed the initial price offer. The price quoted during call for mini-competition shall be fixed during the Bidder's performance of that Call-off and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.

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:

[Select one, delete the other/s]

- a. Philippine Pesos.
- b. *[indicate currency if procurement involves a foreign-denominated bid as allowed by the Procuring Entity, which shall be tradeable or acceptable by the BSP].*

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration¹ 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 *[indicate date]*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

14.3. *[Include if Framework Agreement will be used:]* In the case of Framework Agreement, other than the grounds for forfeiture under the 2016 revised IRR, the bid security may also be forfeited if the successful bidder fails to sign the Framework Agreement, or fails to furnish the performance security or performance securing declaration. Without prejudice on its forfeiture, bid securities shall be returned only after the posting of performance security or performance securing declaration, as the case may be, by the winning Bidder or compliant Bidders and the signing of the Framework Agreement.

¹ 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 and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

16.2. *[Include if Framework Agreement will be used:]* For multi-year Framework Agreement, the submission of bids shall be for the initial evaluation of their technical and financial eligibility. Thereafter, those declared eligible during the said initial eligibility evaluation and entered into a Framework Agreement with the Procuring Entity shall submit anew their best financial offer at the address and on or before the date and time indicated in the Call for each mini-competition.

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.

- 18.2. *[Include if Framework Agreement will be used:]* For multi-year Framework Agreement, determination of margin of preference shall be conducted every call for Mini-Competition.

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.

[Include the following options if Framework Agreement will be used:]

- a. In the case of single-year Framework Agreement, the Lowest Calculated Bid shall be determined outright after the detailed evaluation;
 - b. For multi-year Framework Agreement, the determination of the eligibility and the compliance of bidders with the technical and financial aspects of the projects shall be initially made by the BAC, in accordance with Item 7.4.2 of the Guidelines on the Use of Framework Agreement.
- 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:

[Select one, delete the other/s]

Option 1 – One Project having several items that shall be awarded as one contract.

Option 2 – One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.

Option 3 - One Project having several items, which shall be awarded as separate contracts per item.

[Delete Options 2 and 3 if Framework Agreement will be used.]

- 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. *[Include if Framework Agreement will be used:]* For multi-year Framework Agreement, all bidders initially determined to be eligible and financially compliant shall be subject to initial post-qualification. The BAC shall then recommend the execution of a Framework Agreement among all eligible, technically and financially compliant bidders and the Procuring Entity and shall be issued by HoPE a Notice to Execute Framework Agreement. The determination of the Lowest Calculated Bid (LCB) shall not be performed by the BAC until a Mini-Competition is conducted among the bidders who executed a Framework Agreement. When a Call for Mini-Competition is made, the BAC shall allow the bidders to submit their best financial proposals on such pre-scheduled date, time and place to determine the bidder with the LCB.
- 20.2. 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, *{[Include if Framework Agreement will be used:]* or in the case of multi-year Framework Agreement, that it is one of the eligible bidders who have submitted bids that are found to be technically and financially compliant, *}* 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**. *{[Include if Framework Agreement will be used:]* For every mini-competition in Framework Agreement, the LCB shall likewise submit the required documents for final Post Qualification. *}*

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**.

[Include the following clauses if Framework Agreement will be used:]

- 21.2. At the same time as the Procuring Entity notifies the successful Bidder that its bid has been accepted, the Procuring Entity shall send the Framework Agreement Form to the Bidder, which contract has been provided in the Bidding Documents, incorporating therein all agreements between the parties.
- 21.3. Within ten (10) calendar days from receipt of the Notice to Execute Framework Agreement with the Procuring Entity, the successful Bidder or its duly authorized representative shall formally enter into a Framework Agreement with the procuring entity for an amount of One Peso to be paid to the procuring entity as a consideration for the option granted by the procuring entity to procure the items in the Framework Agreement List when the need arises.

- 21.4. The Procuring Entity shall enter into a Framework Agreement with the successful Bidder within the same ten (10) calendar day period provided that all the documentary requirements are complied with.
- 21.5. The following documents shall form part of the Framework Agreement:
- a. Framework Agreement Form;
 - b. Bidding Documents;
 - c. Call-offs;
 - d. Winning bidder's bid, including the Technical and Financial Proposals, and all other documents/statements submitted (*e.g.*, bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - e. Performance Security or Performance Securing Declaration, as the case may be;
 - f. Notice to Execute Framework Agreement; and
 - g. Other contract documents that may be required by existing laws and/or specified 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																
2.1	<p>The lot(s) and reference are:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Lot #</th> <th style="text-align: center;">Description</th> <th style="text-align: center;">ABC</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td>Books for Teacher Education and School of Engineering Technology</td> <td style="text-align: right;">Php. 2,501,646.00</td> </tr> <tr> <td style="text-align: center;">2.</td> <td>Subscription of Printed Scientific Journals for Education and Engineering Technology</td> <td style="text-align: right;">Php. 497,854.00</td> </tr> </tbody> </table>	Lot #	Description	ABC	1.	Books for Teacher Education and School of Engineering Technology	Php. 2,501,646.00	2.	Subscription of Printed Scientific Journals for Education and Engineering Technology	Php. 497,854.00						
Lot #	Description	ABC														
1.	Books for Teacher Education and School of Engineering Technology	Php. 2,501,646.00														
2.	Subscription of Printed Scientific Journals for Education and Engineering Technology	Php. 497,854.00														
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ol style="list-style-type: none"> a. <i>Books and Scientific Journals</i> b. completed within three (3) years prior to the deadline for the submission and receipt of bids. 															
7.1	<i>Subcontracting is not allowed.</i>															
12	The price of the Goods shall be quoted in Philippine Peso Currency.															
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> <ol style="list-style-type: none"> a. The amount of not less than _____ <i>[Indicate the amount equivalent to two percent (2%) of ABC]</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than _____ <i>[Indicate the amount equivalent to five percent (5%) of ABC]</i> if bid security is in Surety Bond. 															
19.3	<p><i>Grouping and Evaluation of lots: Similar items, to be group together to form several lots that shall be evaluated and awarded as separate contracts:</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Lot #</th> <th style="text-align: center;">Description</th> <th style="text-align: center;">ABC</th> <th style="text-align: center;">Item #</th> <th style="text-align: center;">Volume</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td>Books for Teacher Education and School of Engineering Technology</td> <td style="text-align: right;">Php. 2,501,646.00</td> <td style="text-align: center;">273 titles</td> <td style="text-align: center;">511 pcs</td> </tr> <tr> <td style="text-align: center;">2.</td> <td>Subscription of Printed Scientific Journals for Education and Engineering Technology</td> <td style="text-align: right;">Php. 497,854.00</td> <td style="text-align: center;">43 titles</td> <td style="text-align: center;">302 issues</td> </tr> </tbody> </table> <p><i>Partial bids are allowed. All Goods are grouped in lots listed above. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award.</i></p>	Lot #	Description	ABC	Item #	Volume	1.	Books for Teacher Education and School of Engineering Technology	Php. 2,501,646.00	273 titles	511 pcs	2.	Subscription of Printed Scientific Journals for Education and Engineering Technology	Php. 497,854.00	43 titles	302 issues
Lot #	Description	ABC	Item #	Volume												
1.	Books for Teacher Education and School of Engineering Technology	Php. 2,501,646.00	273 titles	511 pcs												
2.	Subscription of Printed Scientific Journals for Education and Engineering Technology	Php. 497,854.00	43 titles	302 issues												
20.2	<i>No additional requirement</i>															
21.2	<i>No additional requirement</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**.

[Include the following clauses if Framework Agreement will be used:]

2.3. For a single-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier in its bid.

2.4. For multi-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier during conduct of Mini-Competition.

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. *[Include if Framework Agreement will be used:] In the case of Framework Agreement, the Bidder may opt to furnish the performance security or a Performance Securing Declaration as defined under the Guidelines on the Use of Framework Agreement.]*

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 *{[Include if Framework Agreement will be used:] or Framework Agreement}* 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

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><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <i>[indicate place of destination]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <i>[indicate place of destination]</i>. 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 <i>[indicate name(s)]</i>.</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: <i>Select appropriate requirements and delete the rest.</i></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. f. <i>[Specify additional incidental service requirements, as needed.]</i>

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:

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

	<p>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>As a general rule, no advance payment, or any payment made prior to the delivery and acceptance of goods, shall be made to any supplier/manufacturer/distributor.</p> <p>Payment must only be made after the appropriate inspection and acceptance procedures, as mandated by existing government rules and regulations, have been</p>

	complied with by the Procuring Entity; and 4. Payment must be made in accordance with prevailing accounting and auditing rules and regulations.
4	The inspections will be conducted upon delivery of the items. Note: Only official Delivery Receipt shall be accepted.

Section VI. Schedule of Requirements

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

Lot #	Description	Quantity	Total	Delivered Weeks/months
1.	Books for Teacher Education and School of Engineering Technology	Refer to specifications	Refer to specifications	60 calendar days
2.	Subscription of Printed Scientific Journals for Education and Engineering Technology			Monthly/Quarterly (1-Year Contract)

Submitted by:

Name & Signature of the Bidder's Representative

Date

Position

Name of the Bidder

[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

[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.]

Item #	Item Description	Author	Quantity	Statement of Compliance
Lot 1	Books for Teacher Education and School of Engineering Technology (273 titles and 511 volume)			
1.1	Frogfishes: Biodiversity, Zoogeography, and Behavioral Ecology(preorder March.2020)		1	
1.2	Bioanalytics: Analytical Methods and Concepts in Biochemistry and Molecular Biology 1E		1	
1.3	Karp's Cell Biology Global edition		2	
1.4	Chemistry of Environmental Systems: Fundamental Principles and Analytical Methods		2	
1.5	Ecology and Management of Forest Soils		2	
1.6	Practical Inductively Coupled Plasma Spectrometry		2	
1.7	5 Steps to a 5: AP Physics C 2020 1st Edition		2	
1.8	A Dictionary of Physics (Oxford Quick Reference) 8e		2	
1.9	Elementary Particle Physics: An Intuitive Introduction 1E		2	
1.10	Faraday, Maxwell, and the Electromagnetic Field: How Two Men Revolutionized Physics		2	
1.11	New Physical Models of the Atom, Topic D: Electron Orbits and Quantum Leaps		2	
1.12	PHYSICS 11E		2	
1.13	PHYSICS AND THE UNIVERSE VI		2	
1.14	Ecology and Management of Forest Soils		2	

1.15	Reactive Transport Modeling: Applications in Subsurface Energy and Environmental Problems		1	
1.16	Salt Systems of the Earth: Distribution, Tectonic and Kinematic History, Salt-Naphthids Interrelations, Discharge Foci, Recycling		1	
1.17	Digital Physics: Decoding the Universe		2	
1.18	Visible Learning for Science, Grades K-12: What Works Best to Optimize Student Learning		2	
1.19	Exploring Science Communication: A Science and Technology Studies Approach 1E		2	
1.20	Advanced Mathematics: A Transitional Reference 1E		1	
1.21	Basic Mathematics for College Students with Early Integers		1	
1.22	Elementary Geometry for College Students 7E		1	
1.23	Plane Geometry with Basic Trigonometry: A Simplified Approach (OBE)		2	
1.24	Financial Mathematics For Actuarial Science: The Theory of Interest 1E		1	
1.25	Mathematical Applications for the Management, Life, and Social Sciences 12E		1	
1.26	Discrete Mathematics with Applications, Metric Edition 5E		2	
1.27	Strengths-Based Teaching and Learning in Mathematics: Five Teaching Turnarounds for Grades K-6 1E		2	
1.28	The Five Practices in Practice: Successfully Orchestrating Mathematics Discussions in Your Middle School Classroom		2	
1.29	Introduction to Probability and Statistics 15E		1	
1.30	Introduction to Statistics and Data Analysis 6E		1	
1.31	Statistics With R: Solving Problems Using Real-World Data 1E		1	
1.32	Calculus of a Single Variable: Early Transcendental Functions, International Metric Edition 7E		1	
1.33	Multivariable Calculus: Concepts and Contexts, Enhanced Edition 4E		1	
1.34	Mathematical Modeling of Random and Deterministic Phenomena		1	
1.35	Problem Solving: Best Strategies to Decision Making, Critical Thinking and Positive Thinking		1	

1.36	Performance Tasks and Rubrics for High School Mathematics: Meeting Rigorous Standards		2	
1.37	Formative Assessment for Middle School Mathematics Instruction		2	
1.38	Number Theory: An Introduction via the Density of Primes		2	
1.39	Methods of solving number theory problems		2	
1.40	Linear Algebra, Theory And Applications		2	
1.41	Algebra 2: Linear Algebra, Galois Theory, Representation theory, Group extensions and Schur		2	
1.42	Groups, Matrices, and Vector Spaces: A Group Theoretic Approach to Linear Algebra		2	
1.43	Abstract Algebra: Groups, Rings and Fields, Advanced Group Theory, Modules and Noetherian Rings, Field		1	
1.44	A Course in Abstract Algebra		2	
1.45	The Mixed Methods Research Workbook: Activities for Designing, Implementing, and Publishing Projects (Mixed Methods Research Series) 1E		2	
1.46	Computer Algebra: Concepts and Techniques 1E		1	
1.47	Mathematics for Machine Technology 8E		1	
1.48	Mathematics of Big Data: Spreadsheets, Databases, Matrices, and Graphs (MIT Lincoln Laboratory Series)		1	
1.49	Electric Motor Control: DC, AC, and BLDC Motors 1st Edition		1	
1.50	Electrical Wiring Residential		2	
1.51	Introduction to AC Machine Design		1	
1.52	Understanding Motor Controls 3rd Edition		2	
1.53	Understanding Motor Controls 3rd Edition		2	
1.54	Communication Systems for Electrical Engineers		2	
1.55	Photovoltaic Solar Energy: From Fundamentals to Applications		1	
1.56	Electric Power Transformer Engineering		1	
1.57	Programmable Logic Controllers		2	
1.58	Programmable Logic Controllers: Hardware and Programming		2	
1.59	INTRODUCTION TO HYDRAULICS AND PNEUMATICS, 3rd Ed		2	
1.60	Crop Protection Strategies: Under Climate Change Scenarios		2	
1.61	Advances in Breeding Techniques for Cereal Crops		1	

1.62	Avian Poultry Production		1	
1.63	Modern Poultry Management		2	
1.64	An Illustrated Dictionary of Floriculture and Landscaping		2	
1.65	Ornamental Gardening and Landscaping		2	
1.66	Goat Science		1	
1.67	Profitable Sheep and Goat Farming		2	
1.68	Disease Problems in Vegetable Production, 2nd Ed.		1	
1.69	Management of Insect Pests in Vegetable Crops: Concepts and Approaches		1	
1.70	Advances in Research on Fertilization Management of Vegetable Crops		1	
1.71	Fruit Crops: Diagnosis and Management of Nutrient Constraints		1	
1.72	Automation in Tree Fruit Production: Principles and Practice		1	
1.73	Legumes for Soil Health and Sustainable Management		1	
1.74	Integrated Processing Technologies for Food and Agricultural By-Products		1	
1.75	The Science of Animal Growth and Meat Technology		1	
1.76	Sustainable Meat Production and Processing		1	
1.77	Principles of Cattle Production, 3rd Edition		1	
1.78	Swine Production and Management		1	
1.79	Recirculating Aquaculture Systems: A Guide to Farm Design and Operation		2	
1.80	Aquaculture: An Introductory Text		1	
1.81	Flowing Water Fish Culture		1	
1.82	Foodservice Organizations: A Managerial and Systems Approach 9th Edition		1	
1.83	Foodservice Management: Principles and Practices, 13Th Edition		2	
1.84	Understanding Food: Principles and Preparation		2	
1.85	Food and Beverage Management 6th Edition		1	
1.86	Food Science and the Culinary Arts		1	
1.87	How to Bake for Beginners: An Easy Cookbook for Baking the Basics		2	
1.88	Beginner's Baking Bible: 130+ Recipes and Techniques for New Bakers		2	
1.89	The Advanced Art of Baking and Pastry		2	
1.90	Food Processing Technology: Principles and Practice 4th Edition		2	
1.91	Bartending for Beginners: A Beginner's Guide to the Basics of Bartending Which Will Quickly Teach You to Mix Cocktails and Perform Bar Tricks Like A Pro		2	

	(Recipes, Terminology, Techniques and More)			
1.92	International Cooking: A Culinary Journey 3rd Edition		1	
1.93	Introduction to Food Science and Food Systems 2ND Edition		1	
1.94	Guide to Computer Network Security		2	
1.95	Computer Architecture: Software Aspects, Coding, and Hardware		1	
1.96	Digital Electronics with Arduino: Learn How to Work with Digital Electronics and Microcontrollers		2	
1.97	Digital Electronics 1: Combinational Logic Circuits, Volume 1		1	
1.98	Digital Logic and Microprocessor Design with Interfacing		1	
1.99	Introduction to Industrial Automation		1	
1.100	Mobile Phones and Tablets Repairs: A Complete Guide for Beginners and Professional		2	
1.101	Practical Electronics for Inventors, Fourth Edition		2	
1.102	Embedded Systems and Robotics with Open Source Tools		2	
1.103	Encyclopedia of Electronic Components Volume 3: Sensors for Location, Presence, Proximity, Orientation, Oscillation, Force, Load, Human Input, Liquid and Gas Properties, Light, Heat, Sound, and Electricity		2	
1.104	Gas Tungsten Arc Welding Handbook Seventh Edition, Revised, Textbook		1	
1.105	Modern Welding Twelfth Edition, Revised, Textbook		1	
1.106	Metallurgy Fundamentals: Ferrous and Nonferrous Sixth Edition, Textbook		2	
1.107	Pipefitting Level 1 4th Edition		2	
1.108	Applied Welding Engineering: Processes, Codes, and Standards 3rd Edition		1	
1.109	Today's Technician: Automotive Engine Repair & Rebuilding, Classroom Manual and Shop Manual, Spiral bound Version 6th Edition		2	
1.110	Internal Combustion Engine Fundamentals 2E 2nd Edition		2	
1.111	Automotive Technology: Principles, Diagnosis, and Service (6th Edition) (Halderman Automotive Series) 6th Edition		1	
1.112	Modern Automotive Technology for Maintenance and Light Repair Ninth Edition, Revised, Textbook		2	

1.113	Auto Body Repair Technology (MindTap Course List) 7th Edition		1	
1.114	Automotive Heating and Air Conditioning (Automotive Systems Books) 8th Edition		2	
1.115	Automotive Electrical and Engine Performance (Halderman Automotive Series) 8th Edition		1	
1.116	Vocational Education and Training for a Global Economy: Lessons from Four Countries (Work and Learning Series)		2	
1.117	Competency-Based Education: A New Architecture for K-12 Schooling		2	
1.118	Deeper Competency-Based Learning: Making Equitable, Student-Centered, Sustainable Shifts 1st Edition		2	
1.119	A Handbook for Personalized Competency-Based Education: Ensure All Students Master Content by Designing and Implementing a PCBE System		2	
1.120	Handbook of Research on Competency-Based Education in University Settings (Advances in Higher Education and Professional Development) 1st Edition		1	
1.121	To Teach: The Journey, in Comics		5	
1.122	Teaching with Conscience in an Imperfect World: An Invitation		5	
1.123	Creative Schools: The Grassroots Revolution That's Transforming Education		5	
1.124	The Smartest Kids in the World: And How They Got That Way		3	
1.125	Understanding Subject Knowledge for Primary Teaching (Exploring the Primary Curriculum) 1E		1	
1.126	Building Bigger Ideas: A Process for Teaching Purposeful Talk		3	
1.127	A Brief History of the Future of Education: Learning in the Age of Disruption		2	
1.128	A Local Assessment Toolkit to Promote Deeper Learning: Transforming Research Into Practice		5	
1.129	Assessing Student Learning: A Common Sense Guide		2	
1.130	Assessment of Learning 1 - 3rd Edition		3	
1.131	Assessment in the Primary Classroom: Principles and practice (Primary Teaching Now) 1E		2	
1.132	Argument-Based Validation in Testing and Assessment (Quantitative Applications in the Social Sciences) 1e		5	

1.133	How Children Succeed: Grit, Curiosity, and the Hidden Power of Character		5	
1.134	Helping Children Succeed: What Works and Why		5	
1.135	Brain-Based Learning: Teaching the Way Students Really Learn 3E		2	
1.136	Child and Adolescent Development in Context 1E		1	
1.137	BUNDLE: John Hattie: Visible Learning for Teachers + John Hattie: Ten Mind frames for Visible Learning		1	
1.138	The Whole-Brain Child: 12 Revolutionary Strategies to Nurture Your Child's Developing Mind		3	
1.139	50 Teaching and Learning Approaches: Simple, easy and effective ways to engage learners and measure their progress 1E		2	
1.140	Balance With Blended Learning: Partner With Your Students to Reimagine Learning and Reclaim Your Life (Corwin Teaching Essentials) 1E		2	
1.141	Beautiful Questions in the Classroom: Transforming Classrooms Into Cultures of Curiosity and Inquiry 1E		2	
1.142	A Guide to Documenting Learning: Making Thinking Visible, Meaningful, Shareable, and Amplified		2	
1.143	Balance With Blended Learning: Partner With Your Students to Reimagine Learning and Reclaim Your Life (Corwin Teaching Essentials) 1E		2	
1.144	Understanding Social Media 2E		2	
1.145	Seven Skills of Media Literacy 1E		2	
1.146	Digital Media and Society 1E		2	
1.147	The Digital Difference: Media Technology and the Theory of Communication Effects		2	
1.148	Social Media Strategy: Tools for Professionals and Organizations 1E		1	
1.149	Better Together: How to Leverage School Networks For Smarter Personalized and Project Based Learning		2	
1.150	Caring School Leadership		2	
1.151	The Ten-Minute Principal: Free Up Your Time to Focus on Leadership 1E		2	
1.152	Introduction to Leadership: Concepts and Practice Fifth Edition		1	
1.153	Building a Curious School: Restore the Joy That Brought You to School		2	
1.154	Special Education in Contemporary Society: An Introduction to Exceptionality		1	

1.155	A Broad and Balanced Curriculum in Primary Schools: Educating the whole child (Exploring the Primary Curriculum)		2	
1.156	Curriculum Development		3	
1.157	Blended: Using Disruptive Innovation to Improve Schools		2	
1.158	The Communication Age: Connecting and Engaging		1	
1.159	Interpersonal Communication 4E		1	
1.160	Action Research for Classrooms, Schools, and Communities 1E		2	
1.161	Research Design: Qualitative, Quantitative, and Mixed Methods Approaches 5E		2	
1.162	Basic Research Guide (BaReGu): Research Guide For Beginners		2	
1.163	Action Research: Improving Schools and Empowering Educators 6E		1	
1.164	Biology- A Global Approach		3	
1.165	The Law of Journalism and Mass Communication		1	
1.166	Composition, Creative Writing Studies, and the Digital Humanities		1	
1.167	Journalism Next: A Practical Guide to Digital Reporting and Publishing 4E		1	
1.168	Campus Journalism Within Your reach OBE & K to 12		1	
1.169	Writing and the Modern Stage: Theater beyond Drama		1	
1.170	Library Literature for Children & Young Adults		3	
1.171	Teaching Primary Physical Education 2E		2	
1.172	Strengths-Based Teaching and Learning in Mathematics: Five Teaching Turnarounds for Grades K-6 1E		3	
1.173	Mother Tongue: For Teaching And Learning		3	
1.174	Mother Tongue-Based Multilingual Educ. Guide For Teacher Educators And Students		3	
1.175	Teaching Mathematics in the Visible Learning Classroom, Grades K-2		2	
1.176	The Psychology of Musical Development		1	
1.177	The Cambridge History of World Music		1	
1.178	The Cambridge Encyclopedia of Brass Instruments(preorder Jan.2019)		1	
1.179	Electronic Devices and Circuit Theory 11th Edition		5	
1.180	Electrical Circuits 11th Edition Global edition		4	
1.181	Fundamentals of Electric Circuits 6th Edition		5	

1.182	Instrumentation and Process Control 7th Edition		4	
1.183	Principles of Electronic Communication Systems 4th ed.		5	
1.184	Geographic Information Science and System 4th ed.		4	
1.185	Introduction to Geographic Information Systems 9th ed.		5	
1.186	Transmission of Electrical Energy 1st Edition		4	
1.187	Power Conversion and Control of Wind Energy Systems		5	
1.188	Data Communications and Networking 5th Edition		4	
1.189	Building Construction: Principles, Materials, and Systems 3rd Edition		5	
1.190	Carpentry and Building Construction 1st Edition		4	
1.191	Construction Project Management 2nd Edition		4	
1.192	Fundamentals of Building Construction: Materials and Methods 7th Edition		4	
1.193	Construction and Building Technology		5	
1.194	Fundamentals of Engineering Thermodynamics		2	
1.195	Manufacturing Engineering and Technology 6th Edition		4	
1.196	Manufacturing Processes for Engineering Materials 6th Edition		4	
1.197	Mechanical Workshop Practice		4	
1.198	Refrigeration and Air Conditioning Technology		4	
1.199	Fluid Mechanics: Fundamentals and Applications		4	
1.200	Engineering Mechanics: Statics and Dynamics		4	
1.201	The Fundamentals of Drawing		1	
1.202	Designing and Proposing Your Research Project		2	
1.203	AutoCAD and Its Applications Basics 2019		2	
1.204	A Practical System of Mensuration of Surfaces and Solids		2	
1.205	Research Methods for Engineers 1st Edition		2	
1.206	Research Design: Qualitative, Quantitative, and Mixed Methods Approaches		2	
1.207	Beginning Arduino		2	
1.208	Arduino for Beginners: Comprehensive Beginners Guide to Learn Arduino Programming Step by Step		1	

1.209	Quality Management Systems: A Practical Guide		1	
1.210	Building Quality Management Systems		2	
1.211	Project Management: A Systems Approach to Planning, Scheduling, and Controlling 10th Edition		2	
1.212	Industrial Management		2	
1.213	Industrial Engineering and Operation management		2	
1.214	Supply Chain Management: Strategy, Planning, and Operation (7th Edition) (What's New in Operations Management)		1	
1.215	Electricity: Principles and Applications		2	
1.216	Electrical Technology		2	
1.217	Electrical & Electronic Technology		1	
1.218	Practical Electrical Wiring; Residential, Farm, and Industrial		1	
1.219	Modern Residential Wiring (Tenth Edition)		1	
1.220	Commercial and Industrial Wiring		1	
1.221	Troubleshooting and Repairing Major Appliances 3rd Edition		1	
1.222	Modern Commercial Wiring Seventh Edition, Textbook Edition		1	
1.223	Circuits and Networks Analysis Design and Synthesis		2	
1.224	Engineering Circuit Analysis 4th Edition		4	
1.225	Electrical Machines		1	
1.226	Electrical Control for Machines		1	
1.227	Electronic Devices and Sensors		2	
1.228	Electric Motors and Drives: Fundamentals, Types and Applications		1	
1.229	Foundation of Digital Electronics and Logic Design		1	
1.230	Power Electronics		2	
1.231	Beginning Sensor Networks with Arduino and Raspberry Pi (Technology in Action)		1	
1.232	Wireless Sensor and Actuator Networks: Technologies, Analysis and Design		1	
1.233	Industrial Automation Management		2	
1.234	Fundamentals of industrial instrumentation		2	
1.235	Industrial Process Automation Systems: Design and Implementation		1	
1.236	Electrical Power System		2	
1.237	Electrical Power Transmission and Distribution: Aging and Life Extension Techniques		2	
1.238	Power Systems Analysis		2	

1.239	Ingredient Unveiling the Essential Elements of Food		1	
1.240	On Cooking: A Textbook of Culinary Fundamentals		1	
1.241	Introduction to Culinary Arts (2nd ed.)		1	
1.242	Food Safety in the 21st Century 1st ed.		1	
1.243	Principles of Food Sanitation 5th ed.		2	
1.244	Food Safety Management Programs: Applications, Best Practices, and Compliance 1st ed.		1	
1.245	Management by Menu (8th edition)		1	
1.246	Fundamentals of Meal Management		1	
1.247	The Management of Foodservice Operations		1	
1.248	Food Service Management: Principles and Practices (12th ed.)		1	
1.249	The Cake Bible		1	
1.250	The Baking Bible		1	
1.251	Bread: A Baker's Book of Techniques and Recipes 2nd Ed.		1	
1.252	Advanced Bread and Pastry: A Professional Approach		1	
1.253	Patisserie: Mastering the Fundamentals of French Pastry		1	
1.254	Food Microbiology: An Introduction		2	
1.255	Modern Food Microbiology (Food Science Text Series		1	
1.256	Food Microbiology Laboratory (Contemporary Food Science)		1	
1.257	Principles of Microbiology Troubleshooting in the Industrial Food Processing Environment (Food Microbiology and Food Safety)		1	
1.258	The Technology of Food Preservation		2	
1.259	Basic Principles of Food Processing and Preservation: Easy Notes		2	
1.260	Principles of Fruit Preservation		1	
1.261	Best Customer Service: The Nordstrom Way to Customer Experience Excellence		1	
1.262	The Restaurant: From Concept to Operation		1	
1.263	Catering Management		1	
1.264	Sensory Evaluation of Food: Principles and Practice		1	
1.265	Sensory Analysis for Food and Beverage Quality Control: A Practical Guide 1st Edition		1	
1.266	Food Production Operations 2nd Edition		1	
1.267	Estimating Construction Costs 6th Edition		2	
1.268	Construction Planning and Scheduling		2	

1.269	Construction Methods and Management 8th Edition		2	
1.270	Construction Planning , Equipment, and Methods 9th ed.		2	
1.271	Automotive Technology: Principles, Diagnosis, and Service 6th Edition		2	
1.272	Automotive Service: Inspection, Maintenance, & Repair 5th Edition		1	
1.273	International Journal of Agricultural Sustainability, Latest issue		4	
Lot 2	Subscription of Printed Scientific Journals for Education and Engineering Technology (43 titles and 302 issues)			
2.1	Journal of Agricultural & Food Information (T&F)		4	
2.2	Farm Journal, latest issue		6	
2.3	Hobby Farms ,latest issue		6	
2.4	Organic Farming, latest issue		3	
2.5	Environment Science and Policy For Sustainable Development (T&F)		6	
2.6	Wildlife Conservation		6	
2.7	Pollution Engineering		12	
2.8	Admin Network & Security Magazine, latest issue		6	
2.9	Phil. Information Technology Journal (2018)		2	
2.10	Transactions on Intelligent Systems & Technology (ACM)		4	
2.11	Animation Magazine		10	
2.12	3D World		13	
2.13	Anatolia: A International Journal of Tourism & Hospitality Research, latest issue		3	
2.14	Journal of Culinary Science and Technology , latest issue		4	
2.15	Journal of Food Service Business Research, latest issue		6	
2.16	Electronics Design, latest issue		4	
2.17	Modern Machine Shop		12	
2.18	Concrete Products		12	
2.19	International Journal of Applied Industrial Engineering(IGI)		2	
2.20	High-Performance Composites Mag.(Gardner Business Media Inc.)		6	
2.21	Welding Journal (American Welding Society)		12	
2.22	Power Magazine		12	
2.23	Electronic Construction and Maintenance (EC&M)		12	
2.24	Electrical Wholesaling		12	

2.25	International Journal of Education Research, latest issue		6	
2.26	The Elementary School Journal (UOC)		4	
2.27	Journal for Research in Mathematics of Education, latest issue		5	
2.28	Journal of Biological Education, latest issue		4	
2.29	Popular Science		12	
2.30	English Today - The Int`l Review of the English Language		4	
2.31	Journal of Modern Literature		4	
2.32	American Literary Realism		3	
2.33	American Journal of Mathematics		6	
2.34	Strategies-a journal for physical & sports educators		6	
2.35	Arts and Activities		10	
2.36	BETTER: Evidence based education order K-12		3	
2.37	Konek (H.S. Computer) , latest issue		4	
2.38	Magica English High School (H.S. English), latest issue		4	
2.39	Mathalino - Math, latest issue		6	
2.40	Tambuli - Filipino, latest issue		6	
2.41	Better Homes and gardens		12	
2.42	Feast(formerly Kerygma)		12	
2.43	Reader`s Digest Asia		12	

Submitted by:

Name & Signature of the Bidder's Representative

Date

Position

Name of the Bidder

[Use this form for Framework Agreement:]

Technical Specifications

TECHNICAL SPECIFICATIONS			
<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);
or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,
and
- (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (e) 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**
- (f) 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**
- (g) 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**
- (h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (i) 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

- (j) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (k) 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

- (l) 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

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

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

- (o) *[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.
 (p) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

Guidelines for Online submission of Bids

- 1) Scan the “copy 1” Technical and Financial with stamped “copy from original”
- 2) Save the file into PDF format. (*One file for technical and one file for financial*)
- 3) Naming the files: (Acronym of the company or first word, underscore then technical/Financial)

Example:

- a) NASA_Technical or Juan_Technical
 - b) NASA_Financial or Juan_Financial
- 4) Save the document with password in adobe or zip/rar the file using winrar;

How to secure file with password?

<https://helpx.adobe.com/acrobat/using/securing-pdfs-passwords.html>

or using winrar

<https://www.wikihow.com/Add-a-Password-to-a-RAR-File>

- 5) Password must be at most 6 letters and/or a combination of letters and numbers.
- 6) Attach file using google drive.

Note: Deadline of submission is on February 10, 2021 at 9:00 AM. Late bids will not be accepted.