



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

BIDDING DOCUMENTS

Contract I.D. No. : 20PBTNMSC20 – G

Contract Name : Supply and Delivery of Books
for the 12 Programs

Contract Location : Labuyo, Tangub City,
Misamis Occidental

Total Approved
Budget for the : ₱ 8,000,000.00
Contract

January 20 – February 10, 2021

Table of Contents

Glossary of Acronyms, Terms, and Abbreviations	3
Section I. Invitation to Bid.....	6
Section II. Instructions to Bidders.....	10
1. Scope of Bid	11
2. Funding Information.....	11
3. Bidding Requirements	11
4. Corrupt, Fraudulent, Collusive, and Coercive Practices	12
5. Eligible Bidders.....	12
6. Origin of Goods	13
7. Subcontracts	13
8. Pre-Bid Conference	14
9. Clarification and Amendment of Bidding Documents	14
10. Documents comprising the Bid: Eligibility and Technical Components	14
11. Documents comprising the Bid: Financial Component	15
12. Bid Prices	15
13. Bid and Payment Currencies	16
14. Bid Security	16
15. Sealing and Marking of Bids	17
16. Deadline for Submission of Bids	17
17. Opening and Preliminary Examination of Bids	17
18. Domestic Preference	18
19. Detailed Evaluation and Comparison of Bids	18
20. Post-Qualification	19
21. Signing of the Contract	19
Section III. Bid Data Sheet	21
Section IV. General Conditions of Contract	24
1. Scope of Contract	25
2. Advance Payment and Terms of Payment	25
3. Performance Security	25
4. Inspection and Tests	26
5. Warranty	26
6. Liability of the Supplier	26
Section V. Special Conditions of Contract	27
Section VI. Schedule of Requirements	32
Section VII. Technical Specifications	34
Section VIII. Checklist of Technical and Financial Documents	67

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
Supply and Delivery of Books for the 12 Programs

1. The *Northwestern Mindanao State College of Science and Technology (NMSCST)*, through the *Students Trust Fund* intends to apply the sum of:

Lot Number	Contract ID	Description	ABC
1.	20PBTNMSC20.1 - G	Bachelor of Arts in Literature	Php. 862,677.50
2.	20PBTNMSC20.2 - G	Bachelor of Arts in English Language Studies	Php. 950,690.00
3.	20PBTNMSC20.3 - G	Bachelor of Arts in Political Science	Php. 584,092.00
4.	20PBTNMSC20.4 - G	Bachelor of Science in Biology	Php. 565,950.00
5.	20PBTNMSC20.5 - G	Bachelor in Mathematics	Php. 513,660.00
6.	20PBTNMSC20.6 - G	General Education Curriculum	Php. 517,750.00
7.	20PBTNMSC20.7 - G	Bachelor of Science in Tourism Management	Php. 998,554.07
8.	20PBTNMSC20.8 - G	Bachelor of Science in Environmental Science	Php. 1,000,025.00
9.	20PBTNMSC20.9 - G	Bachelor of Science in Technology Communication Management	Php. 1,004,359.45
10.	20PBTNMSC20.10 - G	Bachelor of Science in Animation and Multimedia Arts	Php. 1,002,195.25
		Total:	Php. 8,000,000.00

being the ABC to payments under the contract **Supply and Delivery of Books for the 12 Programs** 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.	Bachelor of Arts in Literature	Php. 862,677.50	Php. 863.00
2.	Bachelor of Arts in English Language Studies	Php. 950,690.00	Php. 951.00
3.	Bachelor of Arts in Political Science	Php. 584,092.00	Php. 584.00
4.	Bachelor of Science in Biology	Php. 565,950.00	Php. 566.00
5.	Bachelor in Mathematics	Php. 513,660.00	Php. 514.00
6.	General Education Curriculum	Php. 517,750.00	Php. 518.00
7.	Bachelor of Science in Tourism Management	Php. 998,554.07	Php. 999.00
8.	Bachelor of Science in Environmental Science	Php. 1,000,025.00	Php. 1,000.00
9.	Bachelor of Science in Technology Communication Management	Php. 1,004,359.45	Php. 1,004.00
10.	Bachelor of Science in Animation and Multimedia Arts	Php. 1,002,195.25	Php. 1,002.00
Total			Php. 8,000.00

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-uu>) 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-bdte-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-uu	
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-bdte-uby	

10. NMSCST 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 **Supply and Delivery of Books for the 12 Programs** with identification number **20PBTNMSC20 – G**.

The Procurement Project (referred to herein as “Project”) is composed of 10 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. 8,000,000.00*:

Lot Number	Contract ID	Description	ABC
1.	20PBTNMSC20.1 – G	Bachelor of Arts in Literature	Php. 862,677.50
2.	20PBTNMSC20.2 – G	Bachelor of Arts in English Language Studies	Php. 950,690.00
3.	20PBTNMSC20.3 – G	Bachelor of Arts in Political Science	Php. 584,092.00
4.	20PBTNMSC20.4 – G	Bachelor of Science in Biology	Php. 565,950.00
5.	20PBTNMSC20.5 – G	Bachelor in Mathematics	Php. 513,660.00
6.	20PBTNMSC20.6 – G	General Education Curriculum	Php. 517,750.00
7.	20PBTNMSC20.7 – G	Bachelor of Science in Tourism Management	Php. 998,554.07
8.	20PBTNMSC20.8 – G	Bachelor of Science in Environmental Science	Php. 1,000,025.00
9.	20PBTNMSC20.9 – G	Bachelor of Science in Technology Communication Management	Php. 1,004,359.45
10.	20PBTNMSC20.10 – G	Bachelor of Science in Animation and Multimedia Arts	Php. 1,002,195.25
		Total:	Php. 8,000,000.00

2.2. The source of funding is: Students Trust Fund (STF) 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**.

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.

- 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.

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> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td>Bachelor of Arts in Literature</td> <td style="text-align: right;">Php. 862,677.50</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: center;">2.</td> <td>Bachelor of Arts in English Language Studies</td> <td style="text-align: right;">Php. 950,690.00</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: center;">3.</td> <td>Bachelor of Arts in Political Science</td> <td style="text-align: right;">Php. 584,092.00</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: center;">4.</td> <td>Bachelor of Science in Biology</td> <td style="text-align: right;">Php. 565,950.00</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: center;">5.</td> <td>Bachelor in Mathematics</td> <td style="text-align: right;">Php. 513,660.00</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: center;">6.</td> <td>General Education Curriculum</td> <td style="text-align: right;">Php. 517,750.00</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: center;">7.</td> <td>Bachelor of Science in Tourism Management</td> <td style="text-align: right;">Php. 998,554.07</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: center;">8.</td> <td>Bachelor of Science in Environmental Science</td> <td style="text-align: right;">Php. 1,000,025.00</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: center;">9.</td> <td>Bachelor of Science in Technology Communication Management</td> <td style="text-align: right;">Php. 1,004,359.45</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: center;">10.</td> <td>Bachelor of Science in Animation and Multimedia Arts</td> <td style="text-align: right;">Php. 1,002,195.25</td> <td colspan="2"></td> </tr> </tbody> </table>					Lot #	Description	ABC			1.	Bachelor of Arts in Literature	Php. 862,677.50			2.	Bachelor of Arts in English Language Studies	Php. 950,690.00			3.	Bachelor of Arts in Political Science	Php. 584,092.00			4.	Bachelor of Science in Biology	Php. 565,950.00			5.	Bachelor in Mathematics	Php. 513,660.00			6.	General Education Curriculum	Php. 517,750.00			7.	Bachelor of Science in Tourism Management	Php. 998,554.07			8.	Bachelor of Science in Environmental Science	Php. 1,000,025.00			9.	Bachelor of Science in Technology Communication Management	Php. 1,004,359.45			10.	Bachelor of Science in Animation and Multimedia Arts	Php. 1,002,195.25		
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5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p style="margin-left: 40px;">a. <i>Books and Scientific Journals</i></p> <p style="margin-left: 40px;">b. completed within three (3) years prior to the deadline for the submission and receipt of bids.</p>																																																											
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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> <p style="margin-left: 40px;">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</p> <p style="margin-left: 40px;">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.</p>																																																											
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	<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>
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.	Bachelor of Arts in Literature	(refer to technical Specifications)	(refer to technical Specifications)	60 Calendar days
2.	Bachelor of Arts in English Language Studies			60 Calendar days
3.	Bachelor of Arts in Political Science			60 Calendar days
4.	Bachelor of Science in Biology			60 Calendar days
5.	Bachelor in Mathematics			60 Calendar days
6.	General Education Curriculum			60 Calendar days
7.	Bachelor of Science in Tourism Management			60 Calendar days
8.	Bachelor of Science in Environmental Science			60 Calendar days
9.	Bachelor of Science in Technology Communication Management			60 Calendar days
10.	Bachelor of Science in Animation and Multimedia Arts			60 Calendar days

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	Bachelor of Arts in Literature (58 titles and 205 volume)			
1.1	Dictionary of Grammatical and Literary terms		5	
1.2	Literary Studies in English		5	
1.3	A Glossary of Literary Terms		5	
1.4	Gender Studies: Theories, Issues, and Concerns		5	
1.5	Literature: An Introduction to Literary Theory and Analysis		5	
1.6	Literary Theory An Anthology		5	
1.7	English Literary Theory and Criticism		1	
1.8	Literature and the Human: Criticism, Theory, Practice		1	
1.9	Cross-Cultural Analysis Methods and Applications		5	
1.10	Culture and Values: A Survey of the Humanities (2 Volume Set)		2	
1.11	A Cultural Insight Towards World Literature: A New Perspective		5	
1.12	Exploring Everyday Life: Strategies for Ethnography and Cultural Analysis		5	
1.13	Internet, Society and Culture		1	
1.14	The Bloomsbury Introduction to Postcolonial Writing		5	
1.15	Richard Wright in a Post-Racial Imaginary		5	

1.16	Writing Difference: Nationalism, Identity and Literature		1	
1.17	Functional Skills in Language and Literature		5	
1.18	Professional Writing		5	
1.19	Now What Grad?: Your Path to Success After College		5	
1.20	Genre: A Guide to Writing for Stage and Screen		1	
1.21	A Textbook of Media Writing		1	
1.22	Writing Matters: A Handbook for Writing and Research		5	
1.23	An Introduction to Qualitative Research		5	
1.24	Research Methodology: A Step by Step Guide for Beginners		5	
1.25	Analyzing Qualitative Data The Sage Qualitative Research Kit		5	
1.26	Developing Research Writing		3	
1.27	Doing A Literature Review Releasing the Research Imagination		3	
1.28	Filipino Studies		5	
1.29	American World Literature: An Introduction		5	
1.30	Complete Literature in English for Cambridge IGCSE® and 0 Level		3	
1.31	Academic Language Mastery: Culture in Context		5	
1.32	Popular Culture		1	
1.33	Culture Control Critique: Allegories of Reading the Present		5	
1.34	The Composition of Everyday Life A Guide to Writing Concise		3	
1.35	The Essentials of Writing 10 Core Concepts		5	
1.36	A Satire Anthology		1	
1.37	Novel Writing: A Writer's and Artist's Companion		5	
1.38	Writing Short Stories: A Writer's and Artist's Companion		1	
1.39	Short Stories: Masterpieces (3 Volume set)		5	
1.40	Spanish Made Easy		5	
1.41	Science Fiction Criticism: An Anthology of Essential Writings		3	
1.42	Revisiting Shakespeare's Tragedies		3	
1.43	Taking Control of Writing Your Thesis: A Guide to Get You to the End		3	
1.44	Teach Now!: The Essentials of Teaching		3	
1.45	Young Adult Nonfiction		3	

1.46	Shakespeare and New Historicist Theory		3	
1.47	A Critical Handbook of English Drama		3	
1.48	Anthology of English Poetry Beowulf to Kipling		3	
1.49	English Language Literature and Communication (2 Volume Sets)		3	
1.50	Fiction and Non-Fiction of Modern English		1	
1.51	Literature and Fiction in Early Modern Culture		1	
1.52	Major Voices in New Literatures in English		3	
1.53	Masterpiece of English Literature		3	
1.54	Text World Theory and Keats' Poetry: The Cognitive Poetic of Desire, Dreams and Nightmare		3	
1.55	The Cocktail Book of English Literature		1	
1.56	The Craft of Fiction		3	
1.57	The Routledge Handbook of Literary Translation		5	
1.58	Literary Translation		5	
Lot 2	Bachelor of Arts in English Language Studies (63 titles and 202 volume)			
2.1.	The Cambridge Encyclopedia of the English Language, 3rd Edition		5	
2.2.	Teaching the History of the English Language (Options for Teaching)		3	
2.3.	The English Language: A Linguistic History, 3rd Edition		2	
2.4.	An Introduction to Grammar for Language Learners, Kindle Edition		3	
2.5.	The Emergence and Development of English: An Introduction (Cambridge Introductions to the English Language)		3	
2.6.	Theories in Second Language Acquisition: An Introduction (Second Language Acquisition Research Series) 3rd Edition, Kindle Edition		3	
2.7.	Second Language Learning Theories, 4th Edition		3	
2.8.	Introducing Morphology (Cambridge Introductions to Language and Linguistics)		3	
2.9.	Word-Formation in English, 2nd Edition		3	

2.10.	Understanding Phonology (Understanding Language) 4th Edition		3	
2.11.	Practical English Phonetics and Phonology: A Resource Book for Students (Routledge English Language Introductions) 4th Edition		3	
2.12.	Analyzing Sentences: An Introduction to English Syntax, 4th Edition		3	
2.13.	Syntactic Analysis: An HPSG-based Approach (Cambridge Textbooks in Linguistics)		2	
2.14.	Understanding Sentence Structure: An Introduction to English Syntax (Linguistics in the World)		3	
2.15.	Syntactic Structures after 60 Years (Studies in Generative Grammar) 1st Edition		1	
2.16.	Business Communication Today (15th Edition)		2	
2.17.	Business Communication		3	
2.18.	An Introduction to English Semantics and Pragmatics, 2nd Edition		3	
2.19.	English Historical Semantics (Edinburgh Textbooks on the English Language Advanced EUP)		3	
2.20.	Language Socialization Across Cultures		3	
2.21.	Language, Culture and Society: An Introduction to Linguistic Anthropology, 7th Edition		3	
2.22.	Social and Cultural Geography		3	
2.23.	The Handbook of Language Variation and Change, 2nd Edition		3	
2.24.	The Oxford Handbook of Pragmatics(Oxford Handbook)		3	
2.25.	Human Communication across Cultures: A Cross-cultural Introduction to Pragmatics and Sociolinguistics		3	
2.26.	Language and Literacy Development		3	
2.27.	World English Fiction: Bridging Oneness		5	
2.28.	Rewriting Language: How Literary Texts can Promote Inclusive Language Use (Comparative Literature and Culture)		3	
2.29.	A Reader's Guide to Contemporary Literary Theory 6th Edition		3	

2.30.	Grammar, Meaning, and Concepts: A Discourse-Based Approach to English Grammar, 1st Edition		3	
2.31.	Assessing Academic Discourse: Systemic Functional Linguistics and Legitimation Code Theory		5	
2.32.	Stylistics (Cambridge Textbooks in Linguistics)		1	
2.33.	A Dictionary of Stylistics, 3rd Edition		1	
2.34.	Stylistics: A Resource Book for Students (Routledge English Language Introductions) 2nd Edition		1	
2.35.	Language Computability and Formal Language Theory		3	
2.36.	The Farlex Idioms and Slang Dictionary		3	
2.37.	Language, Gender and Sexuality (Routledge Guides to Linguistics) 1st Edition		5	
2.38.	Gender Studies: Theories, Issues and Concerns		3	
2.39.	Language and Gender (Cambridge Topics in English Language)		5	
2.40.	Language, Society and Power: An Introduction 5th Edition		5	
2.41.	Language and Power 3rd Edition		1	
2.42.	Key Questions in Language Teaching: An Introduction		5	
2.43.	International Perspectives on Teaching English in Difficult Circumstances: Contexts, Challenges, and Possibilities		3	
2.44.	Media and Communication		3	
2.45.	Mass Media and Communication		3	
2.46.	Multimodal Communication: A social semiotic approach to text and image in print and digital media, 1st Edition		3	
2.47.	Introducing Multimodality		3	
2.48.	Multimodality, Learning and Communication: A Social Semiotic Frame, 1st Edition		3	
2.49.	Computer-Mediated Communication		3	
2.50.	Media / Society Industries, Images, and Audiences, 6th Edition		3	
2.51.	Applied Communication Research Methods: Getting Started as a Researcher, 2nd Edition		3	

2.52.	Qualitative Research Bridging the Conceptual, Theoretical, and Methodological		3	
2.53.	Qualitative Social Research: Contemporary Methods for the Digital Age		5	
2.54.	Qualitative Research		3	
2.55.	Technology, Curriculum and Material Development in Education		3	
2.56.	Foundations for Teaching English Language Learners: Research, Policy, and Practice, 3rd edition		3	
2.57.	The 6 Principles for Exemplary Teaching of English Learners		5	
2.58.	Assessing English Language Learners: Bridges to Educational Equity: Connecting Academic Language Proficiency to Student Achievement, 2nd Edition		5	
2.59.	The Handbook of Chinese Linguistics,		3	
2.60.	The Handbook of Spanish Second Language Acquisition		3	
2.61.	Mandarin Vocabulary (Quick Study Academic) Pamphlet		5	
2.62.	Mandarin Chinese Picture Dictionary: Learn 1,500 Key Chinese Words and Phrases (Perfect for AP and HSK Exam Prep, Includes Online Audio) (Turtle Picture Dictionary)		5	
2.63.	Learn Spanish: Learn Spanish for Beginners in Your Car like Crazy. Lessons for Travel & Every day. How to speak Spanish with Grammar, Common Phrases, Vocabulary, Conversations and Short Stories		5	
Lot 3	Bachelor of Arts in Political Science (38 titles and 132 volume)			
3.1.	Constitutional Law in the Philippines: Government Structure		2	
3.2.	Praxis: Understanding Society, Culture and Politics		4	
3.3.	Introduction to Philippine Politics: Local Politics, the State, Nation-Building, and Democratization		2	
3.4.	3GE Collection on Political Science: Political Thought Political: An Introduction, 4th edition,		5	
3.5.	Political Judgement (Key Concepts in Political Theory)		5	

3.6.	Understanding Political Theory		5	
3.7.	Political Philosophy: A Beginner's Guide for Students and Politicians		5	
3.8.	3GE Collection on Political Science: Political Thought		5	
3.9.	3GE Collection on Political Science: Gender, Class & Education		5	
3.10.	Sustainable Good Governance, Development and Democracy		4	
3.11.	Current Issues: Terrorism		4	
3.12.	Gender Studies: Theories, Issues and Concerns		5	
3.13.	An Introduction to Political Science		4	
3.14.	Political Science: An Introductory		6	
3.15.	Political Science: A Global Perspectives		5	
3.16.	3GE Collection on Political Science: Introduction to Political Science		5	
3.17.	Analytical Political Economy		3	
3.18.	Macroeconomics: Theory and Practice		5	
3.19.	Rural Development: Principles, Policies, and Management, 4th		5	
3.20.	Comparative Perspectives on Environmental Policies and Issues		3	
3.21.	Green Politics: A Modern Approach		3	
3.22.	Comparative Politics and Political Government		4	
3.23.	Comparative Public Administration		1	
3.24.	Comparative Politics, 10th		2	
3.25.	Introduction to Public Administration		5	
3.26.	Public Policy: Concept, Theory and Practice,		3	
3.27.	The Art of Public Speaking		5	
3.28.	The Political Power of Global Institutions		2	
3.29.	Innovation in Mixed Methods Research		3	
3.30.	Integral Approaches in Social Science Research		1	
3.31.	Advanced Methodology of Social Research		2	
3.32.	Shaping International Public Opinion: A Model for Nation Branding and Public Diplomacy (Peter Lang Media and Communication)		2	
3.33.	Digital Diplomacy: Conversations on Innovation in Foreign Policy		3	
3.34.	Understanding Public Policy: International Perspectives		2	

3.35.	Understanding Global Cultures: Metaphorical Journeys Through 31 Nations, Clusters of Nations, Continents, and Diversity		1	
3.36.	The Contemporary Political Play: Rethinking Dramaturgical Structure		1	
3.37.	Human Rights of Women: National and International Perspectives		3	
3.38.	Human Trafficking		2	
Lot 4	Bachelor of Science in Biology (46 titles and 90 volumes)			
4.1.	Inorganic Chemistry		2	
4.2.	Inorganic Chemical Biology		2	
4.3.	General, Organic, & Biological Chemistry		2	
4.4.	Organic Chemistry Concepts		2	
4.5.	Biochemistry the Molecular Basis of Life		2	
4.6.	Biochemistry		2	
4.7.	Experiments in Analytical Chemistry		1	
4.8.	Fundamentals of Analytical Chemistry and Quantitative Chemical Analysis		1	
4.9.	Biophysics		2	
4.10.	Vertebrate Zoology		2	
4.11.	Zoology		2	
4.12.	An Introduction to Botany		3	
4.13.	Botany: Understanding Plant Science		2	
4.14.	Plant Anatomy, Morphology, and Physiology		2	
4.15.	Angiosperm Taxonomy and Gymnosperm		2	
4.16.	Bryophytes, Pteridophytes, and Gymnosperms		2	
4.17.	Pathophysiology: The Biologic Basis fro Disease in Adults and Children		2	
4.18.	Plant Taxonomy		2	
4.19.	Ecology: Concepts and Applications		2	
4.20.	Elements of Ecology		2	
4.21.	Medical Microbiology		2	
4.22.	Parasitology: A Conceptual Approach		2	
4.23.	Microbiology: An Introduction		1	
4.24.	Genetics: From Genes to Genomes		2	
4.25.	Molecular Genetics		2	
4.26.	Evolution and Genetics		2	
4.27.	Evolutionary Biology		2	

4.28.	Evolutionary Biology: Processes, Fields and Applications		2	
4.29.	Cell Biology and Physiology		2	
4.30.	Fundamentals of Molecular Biology		2	
4.31.	Introduction to Cell Biology		2	
4.32.	Guyton and Hall Medical Physiology		2	
4.33.	Plant Physiology and Development		2	
4.34.	Human Embryology and Developmental Biology		2	
4.35.	Developmental Biology		2	
4.36.	Body Structures and Functions		2	
4.37.	Human Anatomy		2	
4.38.	Principles of Anatomy and Physiology		2	
4.39.	An Introduction to Invertebrates			
4.40.	Invertebrate Zoology			
4.41.	Fundamentals of Animal Physiology			
4.42.	Animal Physiology and Morphology			
4.43.	Anatomy and Physiology of Animals			
4.44.	Vertebrates: Comparative Anatomy, Function, Evolution			
4.45.	The Human Body in Health & Disease			
4.46.	Essentials of Human Disease			
Lot 5	Bachelor of Science in Mathematics (49 titles and 88 volume)			
5.1.	Introduction to Linear Algebra		1	
5.2.	Linear Algebra		1	
5.3.	Linear Algebra: Theorems and Applications		1	
5.4.	Matrix and Linear Algebra		2	
5.5.	Schaum's Outlines: Linear Algebra, 6th Edition		1	
5.6.	3GE Collection on Mathematics: Graph Theory and Its Applications		2	
5.7.	Graph Theory: New Frontiers		3	
5.8.	Graph Theory: Researches and Application		1	
5.9.	Illustrated Handbook of Graph Theory		1	
5.10.	Contemporary Abstract Algebra		1	
5.11.	Methods and Applications in Algebraic Groups Theory		4	
5.12.	3GE Collection on Mathematics: Functions of Complex Variables		4	
5.13.	Complex Analysis		1	
5.14.	Advanced Calculus for Applications		5	

5.15.	A First Course in Analysis		1	
5.16.	Concepts, Theories and Applications of Mathematical Analysis		5	
5.17.	Illustrated Handbook of Mathematical Analysis		2	
5.18.	Advances in Measure Theory and Real Analysis		2	
5.19.	Mathematical Analysis		5	
5.20.	Principles of Analysis Measure, Integration, Functional Analysis, and Applications		2	
5.21.	Numerical Analysis, Modelling and Simulation		1	
5.22.	An Introduction to the Mathematics of Planning and Scheduling		1	
5.23.	Mathematical Modeling		1	
5.24.	Mathematical Optimization and Modelling: Concepts, Theories and Applications		5	
5.25.	Introduction to Mathematical Modeling (With DVD)		3	
5.26.	Fundamentals of Mathematics		1	
5.27.	A Handbook of Proofs and Theorems		1	
5.28.	A Transition to Proof: An Introduction to Advanced Mathematics		1	
5.29.	A Bridge to Mathematics		1	
5.30.	Mathematics in the Modern World (With DVD), by 3G Learning		1	
5.31.	Algebraic Number Theory		2	
5.32.	Fundamentals of Number Theory		3	
5.33.	Applied Calculus		3	
5.34.	Calculus		1	
5.35.	Calculus Early Transcendental Functions		1	
5.36.	Calculus: Concepts and Contexts (Single Variable)		1	
5.37.	Calculus Workbook for Dummies		1	
5.38.	Differential and Difference Equation: Theory, Techniques and Practice		2	
5.39.	Differential Equations		1	
5.40.	Differential Equations: Theory and Applications		1	
5.41.	Geometry Illuminated: An Illustrated Introduction to Euclidean and Hyperbolic Plane Geometry		1	
5.42.	Principles of Statistics		1	
5.43.	Probability and Statistics		2	

5.44.	Statistics		1	
5.45.	Statistics and Probability (With DVD)		2	
5.46.	Probability: Theory and Examples		1	
5.47.	Introduction to Probability, 2nd by Blitzstein		1	
5.48.	Theory of Computation		1	
5.49.	MATLAB Handbook with Applications to Mathematics, Science, Engineering, and Finance, by Lopez		1	
Lot 6	General Education Curriculum (43 titles and 126 volume)			
6.1.	Understanding Theories and Concepts in Social Policy: A Critical Perspective		3	
6.2.	The Psychology of Attitudes & Attitude Change		3	
6.3.	Understanding Development		3	
6.4.	Understanding the Self (With DVD)		3	
6.5.	An Introduction to Personality, Individual Differences and Intelligence		3	
6.6.	The Power of Art		2	
6.7.	A Practical Approach to Aesthetics: Going Beyond Art Appreciation		4	
6.8.	Aesthetics and the Philosophy of Art: The Analytic Tradition An Anthology		2	
6.9.	Introducing Aesthetics and the Philosophy of Art		3	
6.10.	Globalization and Culture		3	
6.11.	International Relations and Global		3	
6.12.	Sensational Subjects: The Dramatization of Experience in the Modern World		3	
6.13.	World Anthropologies in Practice		3	
6.14.	Understanding Theories and Concepts in Social Policy: A Critical Perspective		3	
6.15.	Communication Skills: How to Master the Art of Communication		3	
6.16.	Communicating in Groups: Applications and Skills		3	
6.17.	Communication Skills (With DVD)		3	
6.18.	Communication in Times of Troubler		3	
6.19.	Communications Skills		3	
6.20.	Ethics: Discovering Right and Wrong		3	

6.21.	The Moral Brain: A Multidisciplinary Perspective		3	
6.22.	Ethics in Ethnography: A Mixed Methods Approach		3	
6.23.	Ethics in Counseling and Psychotherapy: Standards, Research, and Emerging Issues		2	
6.24.	The Entrepreneurial Mind (With DVD)		3	
6.25.	Entrepreneur Revolution: How to Develop Your Entrepreneurial Mindset and Start A Business That Works		3	
6.26.	Entrepreneurship (With DVD)		3	
6.27.	Entrepreneurship Theory, Process, Practice		3	
6.28.	Entrepreneurial Management		3	
6.29.	Philippine History and Government for College Students		5	
6.30.	Science, Technology and Society (With DVD)		3	
6.31.	Science Teaching Essentials: Short Guides to Good Practice		2	
6.32.	Venus Dictionary of Science and Technology		5	
6.33.	Life and Works of Rizal: Biography, Writings, and Legacies of Our Bayani		5	
6.34.	MYP Physics: A Concept-Based Approach Years 4 and 5		3	
6.35.	Basic Physics w/ DVD		3	
6.36.	Particle Physics: A Comprehensive Introduction		2	
6.37.	The Physics of Modern Devices		2	
6.38.	Physics		2	
6.39.	Organic and Inorganic Solvents: Properties, Toxicity, and Industrial Applications		2	
6.40.	Theory, Practice and Techniques in Industrial Chemistry,		2	
6.41.	Basic Chemistry (With DVD)		3	
6.42.	Chemistry Essentials: Organic and Inorganic,		2	
6.43.	Chemistry		3	
Lot 7	Bachelor of Science in Tourism Management (117 titles and 329 volume)			
7.1.	Philippine Cinema And The Cultural Economy Of Distribution		2	

7.2.	Tourism Geography: Critical Understandings Of Place, Space And Experience/ Third Edition		2	
7.3.	The Geography Of Tourism And Recreation: Environment, Place And Space		2	
7.4.	Risk Management For Tourism And Hospitality Management		5	
7.5.	Disaster Readiness And Risk Reduction		5	
7.6.	Risk Management As Applied To Safety, Security And Sanitation		5	
7.7.	Event Risk Management And Safety		2	
7.8.	Financial Enterprise Risk Management		2	
7.9.	Global Culture And Tourism Geography (Book With Dvd)		2	
7.10.	Consumer Behavior And Culture: Consequences For Global Marketing And Advertising		2	
7.11.	Global Tourism: Cultural Heritage And Economic Encounters (Society For Economic Anthropology Monograph Series) 1st Edition		2	
7.12.	Tourism Impact And Sustainability		5	
7.13.	Sustainable Tourism Development		2	
7.14.	Sustainability In The Hospitality Industry Principles Of Sustainable Operations		3	
7.15.	Rural And Enterprise Management, Marketing And Sustainability		3	
7.16.	Introduction To Applied Ethics		3	
7.17.	Just A Job?: Communication, Ethics, And Professional Life		3	
7.18.	Innovative Professional Development Methods and Strategies For STEM Education		2	
7.19.	Legal Aspects In Tourism And Hospitality (Book With Dvd)		2	
7.20.	Laws In The Hospitality Industry		5	
7.21.	Hospitality Law: Managing Legal Issues In The Hospitality Industry 2nd Edition		3	
7.22.	Travel Agency & Tour Operations Management		1	
7.23.	Handbook Of Tour And Travel Management		3	
7.24.	Travel And Tourism Management		3	
7.25.	Joyful Traveling: A How-To Guide for Backpacking and /or Solo Traveling Abroad		2	
7.26.	Handbook Of Research On International Travel Agency And		1	

	Tour Operation Management (Advances In Hospitality, Tourism, And The Services Industry)			
7.27.	Micro Perspective Of Tourism And Hospitality (Paper Bound)		5	
7.28.	Micro Perspective Of Tourism And Hospitality (Book With Dvd)		3	
7.29.	Tourist Behavior An International Perspective		3	
7.30.	Tourism And Leisure: Current Issues And Perspectives Of Development		3	
7.31.	Nature, Tourism And Ethnicity As Drivers Of (De)Marginalization: Insights To Marginality From Perspective Of Sustainability And Development		2	
7.32.	Political Economy Of Tourism: A Critical Perspective		3	
7.33.	Awakening To The Infinite: Essential Answers For Spiritual Seekers From The Perspective Of Nonduality		3	
7.34.	Introduction To Applied Ethics		3	
7.35.	Innovative Professional Development Methods And Strategies For Stem Education		3	
7.36.	Tourism, Transport And Travel Management		5	
7.37.	Transportation Management		3	
7.38.	Transportation: A Global Supply Chain Perspective		2	
7.39.	Sustainable Logistics And Transportation: Optimization Models And Algorithms (Springer Optimization And Its Applications)		2	
7.40.	Tourism And Development In The Developing World		3	
7.41.	Practicing Responsible Tourism		3	
7.42.	Tourism Planning And Destination Marketing		3	
7.43.	Tourism Policy Planning And Development With Dvd		2	
7.44.	Basic Mandarin Chinese - Speaking & Listening Practice Book: A Workbook For Beginning Learners Of Spoken Chinese		3	
7.45.	Basic Mandarin Chinese - Reading & Writing Practice Book: A Workbook For Beginning Learners Of Written Chinese		5	
7.46.	Mandarin Chinese For Beginners: Learning Conversational Chinese /		5	

	Mastering Conversational Chinese [Book]			
7.47.	Multicultural Diversity In Workplace For Tourism Professionals (Book With Dvd)		2	
7.48.	Tourism Marketing (Obe Aligned)		5	
7.49.	Tourism Promotion Services: Intermediate		2	
7.50.	Hospitality And Tourism Marketing With Imc		2	
7.51.	Entrepreneurship & Small Business Management In Hospitality Industry		2	
7.52.	Entrepreneurship		2	
7.53.	Entrepreneurship In Hospitality And Tourism: A Global Perspective		2	
7.54.	The Emerald Handbook Of Entrepreneurship In Tourism, Travel And Hospitality: Skills For Successful Ventures (Emerald Handbooks In Business And Management)		2	
7.55.	Food And Agricultural Tourism, Theory And Best Practice		5	
7.56.	Agritourism		2	
7.57.	Basic Mandarin Chinese - Reading & Writing Textbook: An Introduction To Written Chinese For Beginners		5	
7.58.	Basic Mandarin Chinese - Speaking & Listening Practice Book: A Workbook for Beginning Learners of Spoken Chinese		5	
7.59.	Conversational Chinese Dialogues		5	
7.60.	Mandarin Chinese for Beginners: Learning Conversational Chinese		5	
7.61.	Conversational Chinese Dialogues		5	
7.62.	Conversational Chinese 201 (4th Edition), Vol.1, Chinese Edition		5	
7.63.	Korean for Beginners Beginners: Mastering Conversation Korean		3	
7.64.	Research Methods for Business Students		3	
7.65.	Social Science Research: Principles, Methods and Practices		3	
7.66.	Research Methods in Tourism, Hospitality and Events Management		3	
7.67.	Research Methods for Leisure and Tourism		2	
7.68.	Handbook of Research Methods in Tourism: Quantitative and Qualitative Approaches		1	

7.69.	Tour Guiding Research: Insights, Issues and Implications (Aspects of Tourism Book 62)		2	
7.70.	A Victorian Traveler in the Middle East: The Photography and Travel Writing of Annie Lady Brassey		2	
7.71.	2017 Nowhere Print Annual: Literacy Travel Writing, Photography and Art from Nowhere Magazine		3	
7.72.	2016 Nowhere Print Annual: Literacy Travel Writing, Photography and Art from Nowhere Magazine		5	
7.73.	How to be a Travel Writer		3	
7.74.	When In The Philippines: Photography & Travel Writing from The Philippines		3	
7.75.	Stats Means Business: Statistics and Business Analytics for Business, Hospitality and Tourism		3	
7.76.	Statistics Without Tears: Quantitative Analysis and Forecasting in Hospitality & Tourism		5	
7.77.	Yearbook of Tourism Statistics: Data 2013 - 2017, 2019 Edition World Tourism Organization (UNWTO)World Tourism Organization (UNWTO)		1	
7.78.	Statistics Without Tears: Quantitative Analysis and Forecasting in Hospitality & Tourism		3	
7.79.	Business Law Today, the Essentials: Text and Summarized Cases		3	
7.80.	Exploring Business		3	
7.81.	Fundamentals of Business:2nd Edition		2	
7.82.	Business Ethics: Methods and Application		5	
7.83.	The Study of Food, Tourism, Hospitality and Events		3	
7.84.	Professional Meeting Management : A Guide to Meetings, Conventions and Events		2	
7.85.	The Study of Food, Tourism, Hospitality and Events		2	
7.86.	Meetings, Expositions, Events, and Conventions: An Introduction to the Industry (5th Edition) (What's New in Culinary & Hospitality)		2	

7.87.	Logistics, supply chain and operations management : case study collection,		1	
7.88.	Operations Management		3	
7.89.	Production And Operations Management: An Applied Modern Approach		1	
7.90.	Introduction to Management Science (13th Edition) (What's New in Operations Management)		2	
7.91.	Operations Management: Processes and Supply Chains (12th Edition) (What's New in Operations Management)		3	
7.92.	The Strategic Management of HealthCare Organizations		3	
7.93.	Strategic Compensation: A Human Resource Management Approach (9th Edition)		3	
7.94.	Quality Management for Organizational Excellence: Introduction to Total Quality (8th Edition)		3	
7.95.	Total Quality Management: Key Concepts and Case Studies		3	
7.96.	Total Construction Management: Lean Quality in Construction Project Delivery		3	
7.97.	Managerial Accounting		2	
7.98.	Accounting QuickStart Guide: The Simplified Beginner's Guide to Financial & Managerial Accounting For Students, Business Owners and Finance Professionals		3	
7.99.	Managerial Accounting (5th Edition)		1	
7.100.	Financial & Managerial Accounting for MBAs		1	
7.101.	Connect Access Card For Managerial Accounting		1	
7.102.	PROJECT FINANCIAL MODELLING: HOW TO CONDUCT FEASIBILITY STUDIES (ENGINEERING FINANCE For Engineers And Accountants Made Easy)		5	
7.103.	Mineral Property Evaluation: Handbook for Feasibility Studies and Due Diligence		1	
7.104.	Market Analysis & Feasibility Study: The Historical Sheridan Inn as a Hospitality Property - Scholar's Choice Edition		3	

7.105.	Feasibility Study: A Practical Diy Guide for Sme Projects With a Detailed Case Study		2	
7.106.	Feasibility Study A Complete Guide - 2020 Edition		3	
7.107.	Handbook On Tourism Product Development		2	
7.108.	Tourism Product Development in China, Asian and European Countries		1	
7.109.	Tourism Product and Services		3	
7.110.	Ethnic and Minority Cultures as Tourist Attractions		2	
7.111.	Theme Park Project Management		3	
7.112.	Tourist Destination Management: Instruments, Products and Case Studies		1	
7.113.	Complete Atlas of the World		2	
7.114.	Leadership in Recreation and Leisure Services		2	
7.115.	Touring Cultures		1	
7.116.	Native Tours: The Anthropology of Travel and Tourism, Third Edition 3rd Edition		3	
7.117.	The Map Tour: A History of Tourism Told Through Rare Maps, From the Grand Tour to Globalization		3	
Lot 8	Bachelor of Science in Environmental Science (128 titles and 188 volume)			
8.1.	Principles of Environmental Science Inquiry and Application, 9th edition		1	
8.2.	Theory, Practice and Techniques in Environmental Science		2	
8.3.	Principles of Environmental Science: Inquiry and Applications. 9th Ed.		1	
8.4.	Environmental Sciences: A New Approach		2	
8.5.	Global Warming and Climate Change		1	
8.6.	Basic Concepts in Environmental Science		2	
8.7.	Living in the Environment 19th edition		1	
8.8.	Environmental Science for the AP® Course Third Edition		1	
8.9.	Environmental Science		1	
8.10.	Environmental Science: Toward a Sustainable Future (13th edition)		1	

8.11.	Sustainability Science: Key Issues (Key Issues in Environment and Sustainability)		1	
8.12.	Principles of Environmental Science: Inquiry and Applications. 9th Ed.		1	
8.13.	Environmental Issues: Global Warming		1	
8.14.	Environmental and Climate Change in Asia		1	
8.15.	Human Impact on the Natural Environment.		1	
8.16.	Social Ecology: Society-Nature Relations across Time and Space (Human-Environment Interactions Book 5) 1st ed.		1	
8.17.	Ecology		1	
8.18.	Introduction to Sustainability		1	
8.19.	Environmental Ethics: What Really Matters, What Really Works		1	
8.20.	Introduction to Bioethics 2nd Ed.		1	
8.21.	Environmental Law and Policy (Concepts and Insights) 5th ed		1	
8.22.	Environmental Law Handbook 24th ed		1	
8.23.	Policy Instruments in Environmental Law (Elgar Encyclopedia of Environmental Law, Vol 8)		1	
8.24.	Environmental Ethics: Theory in Practice 1st Edition		1	
8.25.	Conservation Biology: Foundations, Concepts, Applications 3rd ed		1	
8.26.	Models for Planning Wildlife Conservation in Large Landscapes		2	
8.27.	Global Climate Change and Terrestrial Invertebrates		1	
8.28.	Biodiversity and Wildlife Conservation and Management		2	
8.29.	Biodiversity Conservation: In Managed and Forests and Protected Areas		2	
8.30.	Biodiversity and Conservation: Characterization and Utilization of Plants, Microbes, and Natural Resources for Sustainable Development and Ecosystem Management		1	
8.31.	Curious about Nature: A Passion for Fieldwork (Ecology, Biodiversity and Conservation)		1	
8.32.	Biodiversity and Climate Change: Transforming the Biosphere		1	

8.33.	Habita Suitability and Distribution Models (Ecology, Biodiversity and Conservation)		1	
8.34.	3GE Collection on Environmental Science: Ecosystems Management		1	
8.35.	Water Resources Management		1	
8.36.	Environmental Hydrology and Water Management		3	
8.37.	Climate Change and Terrestrial Ecosystem Modeling		2	
8.38.	Aquatic ecosystems in a changing climate		1	
8.39.	Freshwater Ecology: Concepts and Environmental Applications of Limnology (Aquatic Ecology)		1	
8.40.	Aquatic Biodiversity Conservation and Ecosystem Services		1	
8.41.	Terrestrial Ecosystem Ecology. Principles and Applications		1	
8.42.	Population, Resources and Environment: 2018-2019 1st Edition		1	
8.43.	Water Resources Management		1	
8.44.	Environmental Management: Issues and Solutions		1	
8.45.	Environmental Conservation: Practices and Challenges		3	
8.46.	Environmental Resources Use and Challenges in Contemporary Southeast Asia: Tropical Ecosystems in Transition.		1	
8.47.	Population, Development, and the Environment		1	
8.48.	Population and Society: An Introduction to Demography		1	
8.49.	Handbook of Population. 2nd edition		1	
8.50.	Handbook of Environmental Analysis: Chemical Pollutants in Air, Water, Soil, and Solid Wastes, 3rd edition		1	
8.51.	Environmental Issues; Greenhouse Gases		1	
8.52.	Industrial Waste Management		3	
8.53.	Handbook of Pollution: Air, Noise and Water		3	
8.54.	Handbook of Environmental Pollution and Control		1	
8.55.	Environmental Issues: Pollution		3	
8.56.	Environmental and Pollution Science		1	
8.57.	Air Pollution and Greenhouse Gases: From Basic Concepts to		1	

	Engineering Applications for Air Emission Control			
8.58.	Environmental Toxicology: Biological and Health Effects of Pollutants, 3rd edition		1	
8.59.	Environmental Chemistry: A global perspective		1	
8.60.	Sustainable Solid Waste Management		1	
8.61.	Environmental Waste Management		3	
8.62.	Biodegradable Waste and Management		3	
8.63.	Municipal Solid Waste Management in Developing Countries		1	
8.64.	Waste Management Practices: Municipal, Hazardous, and Industrial, Second Edition		1	
8.65.	Solid waste management: policy and planning for a sustainable society.		1	
8.66.	Sustainable Solid Waste Collection and Management.		1	
8.67.	Air Pollution		1	
8.68.	Illustrated Handbook of Air Pollution		1	
8.69.	Toxicology of Air Pollutants		1	
8.70.	Air Quality: Monitoring and Control Strategies		3	
8.71.	Sustainable Air Pollution Management: Theory and Management		1	
8.72.	Atmospheric Chemistry and Physics: From Air Pollution to Climate Change		1	
8.73.	Air Pollution: Measurement, Environmental Impacts and Mitigation Strategies		1	
8.74.	Air Pollution: Measurement, Impacts and Control		1	
8.75.	Soil Science: Agricultural and Environmental Prospective		1	
8.76.	Soil and Groundwater Pollution		2	
8.77.	Soil Water Conservation and Dry Farming		2	
8.78.	Soil Science and Management		1	
8.79.	Principles of Soil Mechanics		1	
8.80.	Illustrated Handbook of Soil Contamination		1	
8.81.	Illustrated Handbook of Land Degradation and Development		1	
8.82.	Advances in soil and water conservation		1	
8.83.	Soil Science and Management		1	

8.84.	Soil and Water Conservation Engineering, 7th ed		1	
8.85.	Ecology and Management of Forest Soil		1	
8.86.	Ecosystem Functions and Management: Theory and Practice		1	
8.87.	Managing Our Natural Resources		1	
8.88.	Environmental Protection and Sustainability		2	
8.89.	The Environment and Natural Resource Management (With DVD)		1	
8.90.	Environmental Protection and Management		1	
8.91.	Environmental Monitoring		1	
8.92.	Forest Management		3	
8.93.	Ecosystem Management		1	
8.94.	Natural Resource Management and the Circular Economy		1	
8.95.	Natural Resource Management: Ecological Perspectives		1	
8.96.	Managing our Natural Resources		1	
8.97.	Environmental and Natural Resource Economics		1	
8.98.	Land Use and Spatial Planning: Enabling Sustainable Management of Land Resources		3	
8.99.	Disaster Management: Planning for Emergencies		1	
8.100.	Urban Environment Management		2	
8.101.	Environmental Land Use Planning and Management		1	
8.102.	Land Use Management in Disaster Risk Reduction: Practice and Cases from a Global Perspective		1	
8.103.	Land Use and Zoning Law: Planning Accessible for Communities		1	
8.104.	Land Use Planning and Development Regulation Law (Hornbooks)		1	
8.105.	Advanced Surveying - Total Station, GPS, GIS, and Remote Sensing		2	
8.106.	Remote Sensing in Land and Water		2	
8.107.	Remote Sensing Techniques and Applications		1	
8.108.	Remote Sensing: Principles, Interpretation, and Applications, Fourth Edition		2	
8.109.	Remote Sensing and Image Interpretation		2	
8.110.	High Spatial Resolution Remote Sensing: Data, Analysis, and Applications		2	

8.111.	Remote Sensing in Ecology and Conservation		2	
8.112.	Environmental Impact Assessment. Theory and Practice		1	
8.113.	Environmental Impact Assessment (EIA) and Disaster Management		1	
8.114.	Environmental Assessment on Energy and Sustainability by Data Development Analysis		1	
8.115.	Environmental Impact Assessment: Theory and Practice		2	
8.116.	Assessing and Measuring Environmental Impact and Sustainability.		2	
8.117.	Progress in Environmental Assessment Policy , Management Theory and Practice		2	
8.118.	Introduction to Environmental Impact Assessment		2	
8.119.	Conducting Quantitative Research In Education		3	
8.120.	Research Design and Methods: A Process Approach		3	
8.121.	Future Research and Environmental Sustainability		3	
8.122.	Research Methods for Environmental Studies: A Social Science Approach		2	
8.123.	Educational Research: Planning, Conducting, and Evaluating Quantitative and Qualitative Research plus MyLab Education with Enhanced Pearson eText		2	
8.124.	How to Run Seminars and Workshops: Presentation Skills for Consultants, Trainers, Teachers, and Salespeople		3	
8.125.	Conducting Successful Training Seminars: Practical Guide for Effective Training Seminar		4	
8.126.	Small Group Teaching: Tutorials, Seminars and Workshops (Key Guide to Effective Teaching in Higher Education)		3	
8.127.	The Complete Guide to Running Successful Workshops and Seminars		3	
8.128.	The Workshop Survival Guide: How to design and teach educational workshops that work every time		3	
Lot 9	Bachelor of Science in Technology Communication Management (58 titles and 290 volume)			

9.1.	Introduction to Communications Technologies: A Guide for Non-Engineers, Third Edition (Technology for Non-Engineers) 3rd Edition		5	
9.2.	Introduction to Digital Communications (Signals and Communication Technology) 1st ed. 2019 Edition, Kindle Edition		5	
9.3.	Introduction to Wireless Digital Communication: A Signal Processing Perspective 1st Edition		5	
9.4.	Business Communication: Polishing Your Professional Presence (What's New in Business Communication) 4th Edition		5	
9.5.	Business Communication: Developing Leaders for a Networked World 3rd Edition		5	
9.6.	Business Communication: Building Critical Skills 6th Edition		5	
9.7.	Storytelling with Data: A Data Visualization Guide for Business Professionals Paperback – Illustrated, November 2, 2015		5	
9.8.	PgMP® Exam Test Preparation: Test Questions, Practice Tests, and Simulated Exams (Best Practices in Portfolio, Program, and Project Management)		5	
9.9.	Conversations with Your Audience: A Practical Guide for Preparing and Delivering Professional Presentations		5	
9.10.	Coding Animation and Games with Scratch: A beginner's guide for kids to creating animations, games and coding, using the Scratch computer language Paperback		5	
9.11.	Learning Processing: A Beginner's Guide to Programming Images, Animation, and Interaction (The Morgan Kaufmann Series in Computer Graphics) 2nd Edition		5	
9.12.	Learning Blender: A Hands-On Guide to Creating 3D Animated Characters 2nd Edition		5	
9.13.	Exploring Science Communication: A Science and Technology Studies Approach 1st Edition		5	
9.14.	Complete Science Communication: A Guide to Connecting with Scientists, Journalists and the Public 1st Edition, Kindle Edition		5	

9.15.	The Science of Communicating Science: The Ultimate Guide Paperback – Illustrated, November 6, 2019		5	
9.16.	Graphic Design School: The Principles and Practice of Graphic Design		5	
9.17.	Graphic Design School: The Principles and Practice of Graphic Design Seventh Edition		5	
9.18.	Graphic Design For Everyone: Understand the Building Blocks so You can Do It Yourself		5	
9.19.	Microsoft Excel Data Analysis and Business Modeling 5th Edition		5	
9.20.	Business Continuity and Disaster Recovery Planning for IT Professionals		5	
9.21.	Data Mining for Business Analytics: Concepts, Techniques and Applications in Python 1st Edition		5	
9.22.	Introducing Communication Theory: Analysis and Application 6th Edition		5	
9.23.	McQuail's Media and Mass Communication Theory 7th Edition		5	
9.24.	Theories of Human Communication, Eleventh Edition 11th Edition		5	
9.25.	Guide to Computer Network Security (Computer Communications and Networks) 4th ed. 2017 Edition		5	
9.26.	Data Communications and Computer Networks: A Business User's Approach 8th Edition		5	
9.27.	Computer-Mediated Communication in Personal Relationships 1st Edition		3	
9.28.	English Grammar Rules 101: 10 Essential Rules to Improving Your Writing, Speaking and Literature Skills for Students and Beginners		5	
9.29.	Writing Down the Bones: Freeing the Writer Within		5	
9.30.	Building Writing Skills: Paragraphs to Essays: Paragraphs to Essays 4th edition		5	
9.31.	Management of Electronic and Digital Media (Cengage Series in Communication Arts)		5	
9.32.	Digital Twin Technologies and Smart Cities (Internet of Things)		5	

9.33.	Brand Media Strategy: Integrated Communications Planning in the Digital Era 2019 edition		5	
9.34.	Learning Web Design: A Beginner's Guide to HTML, CSS, JavaScript, and Web Graphics 5th Edition		5	
9.35.	The Principles of Beautiful Web Design		5	
9.36.	Responsive Web Design with HTML5 and CSS: Develop future-proof responsive websites using the latest HTML5 and CSS techniques, 3rd Edition		5	
9.37.	Media Law and Ethics (Routledge Communication) 5th Edition		5	
9.38.	The Effects of Intellectual Property Law in Writing Studies: Ethics, Sponsors, and Academic Knowledge-Making (Routledge Studies in Rhetoric and Communication) 1st Edition		5	
9.39.	Media Ethics at Work: True Stories from Young Professionals 2nd Edition		5	
9.40.	Jumpstart Logic Pro X 10.5: Create professional music with Apple's flagship digital audio workstation app		5	
9.41.	Logic Pro X 10.5 - Apple Pro Training Series: Professional Music Production		5	
9.42.	Logic Pro X 10.3 - Apple Pro Training Series: Professional Music Production 1st Edition		5	
9.43.	Marketing Communications: Integrating Online and Offline, Customer Engagement and Digital Technologies 7th Edition		5	
9.44.	The Nonprofit Communications Engine: A Leader's Guide to Managing Mission-driven Marketing and Communications		5	
9.45.	Integrated Marketing Communication: Creative Strategy from Idea to Implementation		5	
9.46.	The Associated Press Stylebook 2019; and Briefing on Media Law		5	
9.47.	Media Law: A Practical Guide (Revised Edition) (Peter Lang Media and Communication)		5	
9.48.	Social Media Law for Business: A Practical Guide for Using Facebook, Twitter, Google +, and Blogs		5	

	Without Stepping on Legal Land Mines			
9.49.	Presto Sketching: The Magic of Simple Drawing for Brilliant Product Thinking and Design		5	
9.50.	Rethinking Agile: Why Agile Teams Have Nothing To Do With Business Agility		5	
9.51.	Make Anything Happen: A Creative Guide to Vision Boards, Goal Setting, and Achieving the Life of Your Dreams		5	
9.52.	Ethics in Health Administration: A Practical Approach for Decision Makers: A Practical Approach for Decision Makers		5	
9.53.	Organizational Integrity: Individual Misconduct and the Legal Structure of Society (SpringerBriefs in Business)		5	
9.54.	Digital Crossroads, second edition: Telecommunications Law and Policy in the Internet Age (The MIT Press)		5	
9.55.	An Introduction to Intercultural Communication: Identities in a Global Community 9th Edition		5	
9.56.	Intercultural Communication in Contexts 7th Edition		5	
9.57.	Intercultural Communication: A Critical Perspective		5	
9.58.	Communication Between Cultures 9th Edition		5	
Lot 10	Bachelor of Science in Animation and Multimedia Arts (50 titles and 255 volume)			
10.1.	Foundations of Art and Design 2nd Edition		5	
10.2.	Art Fundamentals: Theory and Practice 12 Edition		5	
10.3.	Foundations of Drawing: A Practical Guide to Art History, Tools, Techniques, and Styles		5	
10.4.	The Complete Beginner's Guide to Drawing: More than 200 drawing techniques, tips & lessons		5	
10.5.	Freehand Drawing and Discovery: Urban Sketching and Concept Drawing for Designers		5	
10.6.	The Animator's Survival Kit: A Manual of Methods, Principles and Formulas for Classical, Computer,		5	

	Games, Stop Motion and Internet Animators			
10.7.	Digital Painting Techniques: Practical Techniques of Digital Art Masters 1st Edition		5	
10.8.	Digital Painting in Photoshop: Industry Techniques for Beginners: A comprehensive introduction to techniques and approaches		5	
10.9.	Beginner's Guide to Digital Painting in Photoshop 2nd Edition		5	
10.10.	How To Draw Digital By Mark Bussler		5	
10.11.	Animated Storytelling: Simple Steps For Creating Animation and Motion Graphics		5	
10.12.	Creating Digital Animations: Animate Stories with Scratch!		5	
10.13.	The Art of 3D Computer Animation and Effects		5	
10.14.	Designing with Pixar: 45 Activities to Create Your Own Characters, Worlds, and Stories		5	
10.15.	Digital Drawing for Designers: A Visual Guide to AutoCAD® 2017		5	
10.16.	Fundamentals of Computer Graphics 4th Edition		5	
10.17.	Multimedia Storytelling for Digital Communicators in a Multiplatform World		5	
10.18.	Strategic Writing: Multimedia Writing for Public Relations, Advertising and More		5	
10.19.	The Complete Guide to Blender Graphics: Computer Modeling & Animation 6th Edition		5	
10.20.	Computer Graphics Programming in OpenGL with JAVA 2nd Edition		5	
10.21.	Learn OpenGL: Learn modern OpenGL graphics programming in a step-by-step fashion.		5	
10.22.	COMPUTER GRAPHICS PROGRAMMING IN OPENGL WITH C++		5	
10.23.	WebGL Programming Guide: Interactive 3D Graphics Programming with WebGL (OpenGL)		5	
10.24.	The VES Handbook of Visual Effects: Industry Standard VFX Practices and Procedures		5	
10.25.	Adobe After Effects CC Visual Effects and Compositing: Studio Techniques		5	

10.26.	Nuke 101: Professional Compositing and Visual Effects (Digital Video & Audio Editing Courses)		5	
10.27.	After Effects Apprentice: Real-World Skills for the Aspiring Motion Graphics Artist (Apprentice Series)		5	
10.28.	Mathematics for Computer Graphics and Game Programming: A Self-Teaching Introduction		5	
10.29.	The Art of Game Design: A Book of Lenses, Third Edition		5	
10.30.	Game Programming with Unity and C#: A Complete Beginner's Guide		5	
10.31.	Unity Game Development Cookbook: Essentials for Every Game		5	
10.32.	Unity 2020 Virtual Reality Projects: Learn VR development by building immersive applications and games with Unity 2019.4 and later versions, 3rd Edition		5	
10.33.	The Visual Effects Producer: Understanding the Art and Business of VFX		5	
10.34.	The Digital Filmmaking Handbook, 6th edition		5	
10.35.	The Complete Guide to Film and Digital Production: The People and The Process		5	
10.36.	The Musician's Guide to iMovie for iPad: Creating, Editing and Sharing Videos Using iMovie for iPad: With Online Resource (Quick Pro Guides)		5	
10.37.	Edit Better: Hollywood-Tested Strategies for Powerful Video Editing		5	
10.38.	Video Field Production and Editing 8th Edition		5	
10.39.	The Muvipix.com Guide to Adobe Premiere Elements 15: The tools, and how to use the, to make movies on your personal computer using Adobe's best-selling video editing software program		5	
10.40.	The Healthy Edit: Creative Editing Techniques for Perfecting Your Movie 2nd Edition		5	
10.41.	Movies, Songs, and Electric Sound: Transatlantic Trends		5	
10.42.	Sound Design for Moving Image: From Concept to Realization (Required Reading Range)		5	

10.43.	Post Sound Design: The Art and Craft of Audio Post Production for the Moving Image (The CineTech Guides to the Film Crafts)		5	
10.44.	The Guide to Managing Postproduction for Film, TV, and Digital Distribution 3rd Edition		5	
10.45.	Human and Machine Learning: Visible, Explainable, Trustworthy and Transparent		5	
10.46.	From Tool to Partner: The Evolution of Human-Computer Interaction		5	
10.47.	User Centered System Design: New Perspectives on Human-computer Interaction 1st Edition		5	
10.48.	101 UX Principles: A Definitive Design Guide		5	
10.49.	Animation (Portfolio)		5	
10.50.	SmartWatch Design Fundamentals: WatchFace Design for Samsung Galaxy SmartWatches		5	

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) When sending email, use google drive.

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