



Republic of the Philippines
Cebu Normal University
Osmeña Boulevard, Cebu City

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

Procurement of Subscription to Library E-Books

Government of the Republic of the Philippines

**Sixth Edition
July 2020**

Preface

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

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

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

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

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

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

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

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

CDA - Cooperative Development Authority.

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

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

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

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

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

UN – United Nations.

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.



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Office of the Bids and Awards Committee

Telephone No.: (+63 32) 254 1452 local 141 or 125

Email: cnubacsec@gmail.com

INVITATION TO BID FOR
Procurement of Subscription to Library E-Books

1. The *Cebu Normal University*, through the *General Appropriations Act of 2021* intends to apply the sum of Five Million Six Hundred Three Thousand Seven Hundred Eight Pesos and Ninety-one Centavos (Php 5,603,708.91) for the Procurement of Subscription to Library E-Books; *Lot 1 – One Lot Subscription to Wiley E-Books (Perpetual Access) No. 22-07-478, Php 884,670.00; Lot 2 – One Lot Subscription to De Gruyter Filipiniana E-Books (Perpetual Access) No. 22-07-479, Php 300,000.00; Lot 3 – One Lot Subscription to Oxford E-Books (Perpetual Access) No. 22-07-480, Php 954,684.25; Lot 4 – One Lot Subscription to Emerald Library Studies E-Books (Perpetual Access) No. 22-07-481, Php 402,475.00; Lot 5 – One Lot Subscription to Taylor and Francis E-Books (Perpetual Access) No. 22-07-482, Php 986,299.97; Lot 6 – One Lot Subscription to Gale E-Books (Perpetual Access) No. 22-07-483, Php 428,340.00; Lot 7 – One Lot Subscription to EBOOK Central E-Books (Perpetual Access) No. 22-07-484, Php 999,939.69; Lot 8 – One Lot Subscription to Fiction E-Books (Perpetual Access) No. 22-07-485, ABC – Php 499,840.00; and Lot 9 – One Lot Subscription to Bloomsbury E-Books (Perpetual Access) No. 22-07-486, Php 147,460.00*, being the ABC to payments under the contract for each lot. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.
2. The *Cebu Normal University* now invites bids for the following items of the above Procurement Project.
 - Lot 1 – One Lot Subscription to Wiley E-Books (Perpetual Access)
 - Lot 2 – One Lot Subscription to De Gruyter Filipiniana E-Books (Perpetual Access)
 - Lot 3 – One Lot Subscription to Oxford E-Books (Perpetual Access)
 - Lot 4 – One Lot Subscription to Emerald Library Studies E-Books (Perpetual Access)
 - Lot 5 – One Lot Subscription to Taylor and Francis E-Books (Perpetual Access)
 - Lot 6 – One Lot Subscription to Gale E-Books (Perpetual Access)
 - Lot 7 – One Lot Subscription to EBOOK Central E-Books (Perpetual Access)
 - Lot 8 – One Lot Subscription to Fiction E-Books (Perpetual Access)

Lot 9 – One Lot Subscription to Bloomsbury E-Books (Perpetual Access)

Delivery of the Goods is required by *Thirty (30) Calendar Days*. Bidders should have completed, within *two (2) 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 *Cebu Normal University* and inspect the Bidding Documents at the address given below during *office hours from 8:00 A.M. to 5:00 P.M.*
5. A complete set of Bidding Documents may be acquired by interested Bidders on *September 14 to October 5, 2022* from the given address and website(s) *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the following amounts: Lot 1 - Php 1,000.00, Lot 2 – Php 500.00, Lot 3 – Php 1,000.00, Lot 4 – Php 500.00, Lot 5 – Php 1,000.00, Lot 6 – Php 500.00, Lot 7 – Php 1,000.00, Lot 8 – Php 500.00, and Lot 9 – Php 500.00.* The Procuring Entity shall allow the bidder to present its proof of payment for the fees *if it will be presented in person, by facsimile, or through electronic means.*

[NOTE: For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.]

6. The *Cebu Normal University* will hold a Pre-Bid Conference¹ on *September 22, 2022 at 1:30 in the afternoon* at the *Tandang Sora Hall, Cebu Normal University, Osmeña Boulevard, Cebu City*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the *BAC Office, Room 203 2nd Floor Administrative Building, Cebu Normal University, Osmeña Boulevard, Cebu City* on or before *October 5, 2022 @ 1:00 P.M.* Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

9. Bid opening shall be on *October 5, 2022, 1:30 P.M.* at the *Tandang Sora Hall, Cebu Normal University, Osmeña Boulevard, Cebu City*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *Cebu Normal University* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

Ann S. Ancajas
BAC Secretariat Office
Cebu Normal University
Osmeña Boulevard, Cebu City
6000 Philippines
cnubacsec@gmail.com
(+63 32) 254 1452 local 141 or 125
12. You may visit the following websites:

For downloading of Bidding Documents: www.philgeps.gov.ph
www.cnu.edu.ph

September 7, 2022



Dr. ANGELINE M. POGOY
BAC Chairperson

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, *Cebu Normal University* wishes to receive Bids for the *Procurement of Subscription to Library E-Books*, with identification numbers 22-07-478 to 22-07-486.

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

The Procurement Project (referred to herein as “Project”) is composed of *Nine (9) 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 *the year 2021 (continuing) and 2022* in the amount of *Php 5,603,708.91*.

2.2 The source of funding is:

- a. NGA, the General Appropriations Act.

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 “T” 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.
 - 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.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
 - a. For the procurement of 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.
- 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:

- a. 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 through videoconferencing as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

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

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **Two (2) Years 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.

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)**.

13. Bid and Payment Currencies

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

13.2. Payment of the contract price shall be made in:

- a. Philippine Pesos.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration² or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid until **February 1, 2023**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit **Four (4) copies** 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**.

² In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

17. Opening and Preliminary Examination of Bids

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

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

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

18. Domestic Preference

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

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.

- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

- 19.4. The Project shall be awarded as follows:

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

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

the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.2. 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, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

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

Section III. Bid Data Sheet

Notes on the Bid Data Sheet

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

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

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

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

Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. <i>Supply/Delivery of E-Books with Perpetual Access</i> b. completed within <i>Two (2) Years</i> prior to the deadline for the submission and receipt of bids.
7.1	<i>Not Applicable</i>
12	The price of the Goods shall be quoted DDP [<i>state place of destination</i>] or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than <i>Php _____ [Indicate the amount equivalent to two percent (2%) of ABC]</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than <i>Php _____ [Indicate the amount equivalent to five percent (5%) of ABC]</i> if bid security is in Surety Bond.
19.3	<i>Not Applicable</i>
20.2	<i>[List here any licenses and permits relevant to the Project and the corresponding law requiring it.]</i>
21.2	<i>[List here any additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity.]</i>

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

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

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

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

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

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

4. Inspection and Tests

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

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

5. Warranty

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

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

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

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

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

Special Conditions of Contract

GCC Clause	
1	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p> <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> <ul 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

	<p>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.</p> <p>f. <i>[Specify additional incidental service requirements, as needed.]</i></p> <p>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.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> 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. <p>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.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.</p>
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	<p>Packaging –</p> <p>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.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>

	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<i>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”
4	The inspections and tests that will be conducted are: <i>easy and fast accessibility by multi-users.</i>

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.

Item Number	Description	Quantity	Total	Delivered, Weeks/Months

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

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

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

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

Sample Clause: Equivalency of Standards and Codes

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

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

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

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

Technical Specifications

Item	Specification	Statement of Compliance
		<p><i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i></p>

Item	Specification			Statement of Compliance
		Lot 1 -	1 LOT SUBSCRIPTION TO WILEY E-BOOKS (PERPETUAL ACCESS)	
			75 e-book titles; multi-user; copyrighted 2018-2021; perpetual access	
			No. 22-07-478	
			ABC: PHP 884,670.00	
1	1	e-copy	Sustainable Nation: Urban Design Patterns for the Future/ Farr, 2018	
2	1	e-copy	Urban Planning in the Digital Age/ Douay 2018	

3	1	e-copy	A Companion to Curation/ Buckley, 2019	
4	1	e-copy	The Anatomy of a Museum: An Insider's Text/Miller, 2018	
5	1	e-copy	Disorder and Public Concern Around Globalization/ Amendola, 2019	
6	1	e-copy	Biomolecular and Bioanalytical Techniques - Theory, Methodology and Applications /Ramesh, 2019	
7	1	e-copy	Electroanalytical Chemistry - Principles, Best Practices, and Case Studies/Mabbott, 2020	
8	1	e-copy	Molecular Technology 4 Volumes/ Yamamoto, 2019	
9	1	e-copy	Practical Wastewater Treatment, Second Edition/Russell, 2019	
10	1	e-copy	Molecular Interactions - Concepts and Methods/Micha, 2020	
11	1	e-copy	History of Anatomy - An International Perspective/Tubbs,2019	
12	1	e-copy	Humans in the Making - In the Beginning was Technique/Dubois,2020	
13	1	e-copy	Trajectories of Genetics/Dujon,2020	
14	1	e-copy	A Modern Introduction to Fuzzy Mathematics/Syropoulos,2019	
15	1	e-copy	Advanced Mathematics - A Transitional Reference/Farlow,2020	
16	1	e-copy	Advanced Numerical and Semi-Analytical Methods for Differential Equations/Chakraverty, 2019	
17	1	e-copy	Advanced Numerical Methods with Matlab 2 Resolution of Nonlinear, Differential and Partial Differential Equations/Radi, 2019	
18	1	e-copy	Applied Numerical Methods Using MATLAB®, Second Edition/Yang, 2020	
19	1	e-copy	Continuous Functions/Simon, 2020	
20	1	e-copy	Essentials of Mathematical Methods in Science and Engineering, Second Edition/Bayin,2020	
21	1	e-copy	Fractional Order Analysis - Theory, Methods and Applications/Dutta, 2020	
22	1	e-copy	Fundamentals of Numerical Mathematics for Physicists and Engineers/Meseguer, 2020	
23	1	e-copy	Mathematical Methods in Interdisciplinary Sciences/Chakraverty, 2019	
24	1	e-copy	Mathematical Modeling of Random and Deterministic Phenomena/Manou-Abi, 2020	
25	1	e-copy	Mathematical Modelling - A Graduate Textbook/Moghadas,2019	
26	1	e-copy	Solving Partial Differential Equation Applications with PDE2D/Sewell, 2019	
27	1	e-copy	A General Introduction to Data Analytics/Moreira, 2019	
28	1	e-copy	Advances in Comparative Survey Methods - Multinational, Multiregional and Multicultural Contexts (3MC)/Johnson, 2019	
29	1	e-copy	Applied Statistics - Theory and Problem Solutions with R/Rasch, 2020	
30	1	e-copy	Clustering Methodology for Symbolic Data/Billard, 2020	
31	1	e-copy	Data Analysis and Applications 1 - New and Classical Approaches/Skiadas, 2019	
32	1	e-copy	Data Analysis and Applications 3 - Computational, Classification, Financial, Statistical and Stochastic Methods/Makrides, 2020	
33	1	e-copy	Dynamics of Statistical Experiments/Koroliouk, 2020	
34	1	e-copy	Experimental Methods in Survey Research - Techniques that Combine Random Sampling with Random	

			Assignment/Lavrakas, 2020	
35	1	e-copy	Exploratory Subgroup Analyses in Clinical Research/Rosenkranz, 2020	
36	1	e-copy	Introduction to Statistical Process Control/ Aslam, 2020	
37	1	e-copy	Introduction to Stochastic Differential Equationswith Applications to Modelling in Biology and Finance/Braumann, 2019	
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39	1	e-copy	Probability with R - An Introduction with Computer Science Applications, Second Edition/Horgan, 2020	
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41	1	e-copy	Statistics and Probability with Applications for Engineers and Scientists using MINITAB, R and JMP, Second Edition/Gupta, 2019	
42	1	e-copy	Advanced Practice in Healthcare - Dynamic Developments in Nursing and Allied Health Professions, 4th Edition/McGee, 2020	
43	1	e-copy	Digital Communications 1/EI Assad, 2021	
44	1	e-copy	Digital Communications 2/EI Assad, 2020	
45	1	e-copy	Electronic Circuits with MATLAB®, PSpice®, and Smith Chart/ Yang, 2021	
46	1	e-copy	Fiber Optic and Atmospheric Optical Communication/Blaunstein, 2020	
47	1	e-copy	Mechanics and Physics of Solids at Micro- and Nano-Scales/Ionescu, 2020	
48	1	e-copy	Molecules in Electromagnetic Fields: From Ultracold Physics to Controlled Chemistry/Krems, 2018	
49	1	e-copy	Health and Safety in Emergency Management and Response/Stahl, 2020	
50	1	e-copy	Conducting Psychological Assessment - A Guide for Practitioners, 2nd Edition/Wright, 2021	
51	1	e-copy	Cognitive Mechanisms of Learning/Nguyen-Xuan,2020	
52	1	e-copy	Introduction to Corpus Linguistics/Zufferey,2021	
53	1	e-copy	The Wiley Encyclopedia of Personality and Individual Differences, Volume 1/Carducci, 2019	
54	1	e-copy	The Wiley Encyclopedia of Personality and Individual Differences, Volume 2/Carducci, 2019	
55	1	e-copy	The Wiley Encyclopedia of Personality and Individual Differences, Volume 3/Carducci, 2019	
56	1	e-copy	The Wiley Encyclopedia of Personality and Individual Differences, Volume 4/Carducci, 2019	
57	1	e-copy	Filipino American Psychology - A Handbook of Theory, Research, and Clinical Practice,2nd Edition/Nadal, 2021	
58	1	e-copy	Social Psychology of Helping Relations - Solidarity and Hierarchy/Nadler,2020	
59	1	e-copy	The Science of Intimate Relationships, 2nd Edition/Fletcher,2019	
60	1	e-copy	Theoretical Anthropology or How to Observe a Human Being/Piette, 2019	
61	1	e-copy	A Companion to Television, 2nd Edition/Wasko,2020	
62	1	e-copy	Public Sector Communication: Closing the Gaps Between Public Organizations and Citizens/Canel, 2019	
63	1	e-copy	The Handbook of Media Education Research/Frau-Meigs, 2020	
64	1	e-copy	The Wiley Handbook of Action Research in Education/Mertler,	

			2019	
65	1	e-copy	The Wiley Handbook of Early Childhood Care and Education/Brown,2019	
66	1	e-copy	The Wiley Handbook of Education Policy/Papa,2019	
67	1	e-copy	The Wiley Handbook of Educational Supervision/Zepeda,2019	
68	1	e-copy	The Wiley Handbook of Gender Equity in Higher Education/Niemi,2020	
69	1	e-copy	The Wiley Handbook of Problem-Based Learning/Moallem,2019	
70	1	e-copy	The Wiley International Handbook of Mentoring - Paradigms, Practices, Programs, and Possibilities/Irby,2019	
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		Lot 2 -	1 LOT SUBSCRIPTION TO DE GRUYTER FILIPINIANA E-BOOKS (PERPETUAL ACCESS)	
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			39 e-book titles; multi-user; copyrighted 2017-2021; perpetual access	
			No. 22-07-480	
			ABC: PHP 954,684.25	
1	1	e-copy	The Oxford Handbook of Gender and Conflict/ NÃ AolÃ jin et al / 2017	
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9	1	e-copy	The Oxford Handbook of Psychological Situations / Rauthmann et al / 2017	
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11	1	e-copy	The Oxford Handbook of Contextual Approaches to Human Resource Management / Parry et al / 2021	

12	1	e-copy	The Oxford Handbook of Sexual and Gender Minority Mental Health / Rothblum / 2020	
13	1	e-copy	The Oxford Handbook of Digital Technologies and Mental Health / Potenza et al / 2020	
14	1	e-copy	The Oxford Handbook of the Physiology of Interpersonal Communication / Aloia et al / 2020	
15	1	e-copy	The Oxford Handbook of the Neurobiology of Pain / Wood / 2018	
16	1	e-copy	The Oxford Handbook of Deaf Studies in Learning and Cognition / Marschark et al / 2020	
17	1	e-copy	The Oxford Handbook of Emotion Dysregulation / Beauchaine et al / 2018	
18	1	e-copy	The Oxford Handbook of Social Media and Music Learning / Waldron et al / 2020	
19	1	e-copy	The Oxford Handbook of Technology and Music Education / Ruthmann et al / 2017	
20	1	e-copy	The Oxford Handbook of American Folklore and Folklife Studies / Bronner / 2018	
21	1	e-copy	The Oxford Handbook of Stigma, Discrimination, and Health/ Major et al / 2017	
22	1	e-copy	The Oxford Handbook of Integrative Health Science/ Ryff et al / 2018	
23	1	e-copy	The Oxford Handbook of Causal Reasoning/ Waldmann / 2017	
24	1	e-copy	The Oxford Handbook of Career Development / 2020	
25	1	e-copy	The Oxford Handbook of Cinematic Listening/ Cenciarelli / 2021	
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27	1	e-copy	The Oxford Handbook of Qualitative Research / Leavy / 2020	
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			Full Text access to 89 Perpetual Library Studies E-Books ; Multi-user; Perpetual Access	
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			ABC: PHP 402,475.00	
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36	1	e-copy	New Directions in Information Organization	
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46	1	e-copy	Advances in Library Administration and Organization	
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			58 e-book titles; multi-user; copyrighted 2018-2020; perpetual access	
			No. 22-07-482	
			ABC: PHP 986,299.97	
1	1	e-copy	A Guide to Aging and Well-Being for Healthcare Professionals : Psychological Perspectives/Brier, Norman M.1/21/20	
2	1	e-copy	A New History of War Reporting/Williams, Kevin.2/3/20	
3	1	e-copy	A Representation of Nationhood in the Museum/Jang, Sang-hoon.1/28/20	
4	1	e-copy	Adolescents, Family and Consumer Behaviour : A Behavioural Study of Adolescents in Indian Urban Families/Kaur, Harleen;Singh, Chandan Deep;Singh, Chandan Deep.1/13/20	
5	1	e-copy	Advances in Business, Management and Entrepreneurship : Proceedings of the 3rd Global Conference on Business Management and Entrepreneurship (GC-BME 3), 8 August 2018, Bandung, Indonesia/Hurriyati, Ratih;Tjahjono, Benny;Yamamoto, Ikuro;Rahayu, Agus;Abdullah, Ade Gafar;Arifin Danuwijaya, Ari.1/14/20	
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		Lot 6 -	1 LOT SUBSCRIPTION TO GALE E-BOOKS (PERPETUAL ACCESS)	
			188 e-book titles; multi-user; copyrighted 2017-2021; perpetual access	
			No. 22-07-483	
			ABC: PHP 428,340.00	
1	1	e-copy	10 Minute Classics: King Arthur /Philip Edwards, 2017	
2	1	e-copy	10 Minute Classics: Moby Dick /Philip Edwards, 2017	
3	1	e-copy	10 Minute Classics: Secret Garden /Elizabeth Goodnight, 2017	
4	1	e-copy	10 Minute Classics: The Adventures of Robin Hood /Philip Edwards, 2017	
5	1	e-copy	10 Minute Classics: The Three Musketeers /Philip Edwards, 2019	
6	1	e-copy	10 Minute Classics: Wizard of Oz /Maggie Blossom, 2017	
7	1	e-copy	21st-Century Economics: Understanding Globalization /Chet'la Sebree, 2020	
8	1	e-copy	A Celebration of Mindfulness: Joy /Katie Wilson, 2020	
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10	1	e-copy	A Closer Look at Plants: Flowers /Annette Whipple, 2018	
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19	1	e-copy	A Look at Earth's Rocks: What Is Erosion? /Frances Nagle, 2018	
20	1	e-copy	A Look at Earth's Rocks: What Is the Rock Cycle? /Frances Nagle, 2018	
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29	1	e-copy	Beginning Science: Body Systems - Immune System /Grace Hansen, 2019	
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1	1	e-copy	1984 / 9781644526262 / George Orwell / Classic / 2019	

2	1	e-copy	A Christmas Carol / 9781644524176 / Charles Dickens / Classic / 2019	
3	1	e-copy	A Damsel in Distress / 9781644523797 / P. G. Wodehouse / Classic / 2019	
4	1	e-copy	A Dog'S Tale / 9781644522660 / Mark Twain (Samuelclemens) / Classic / 2019	
5	1	e-copy	A Group Of Noble Dames / 9781644640586 / Thomas Hardy / Classic / 2019	
6	1	e-copy	A Journey To The Centre Of The Earth / 9781644522875 / Jules Verne / Classic / 2019	
7	1	e-copy	A Journey To The Interior Of The Earth / 9781644522882 / Jules Verne / Classic / 2019	
8	1	e-copy	A Lady Of Quality / 9781644640746 / Francis Hodgson Burnett / Classic / 2019	
9	1	e-copy	A Little Princess / 9781644640753 / Francis Hodgson Burnett / Classic / 2019	
10	1	e-copy	A Man And His Money / 9781644527009 / Frederic Stewart Isham / Classic / 2019	
11	1	e-copy	A Man Of Means / 9781644523803 / P. G. Wodehouse / Classic	
12	1	e-copy	A Modern Utopia / 9781644523322 / H. G. Wells / Classic / 2019	
13	1	e-copy	A Pair Of Blue Eyes / 9781644640579 / Thomas Hardy / Classic / 2019	
14	1	e-copy	A Set Of Six / 9781644644331 / Joseph Conrad / Classic / 2019	
15	1	e-copy	Aaron'S Rod / 9781644527238 / D. H. Lawrence / Classic / 2019	
16	1	e-copy	Adventures Of Huckleberry Finn / 9781644522677 / Mark Twain (Samuelclemens) / Classic / 2019	
17	1	e-copy	After Dark / 9781644644041 / Wilkie Collins / Classic / 2019	
18	1	e-copy	Alice'S Adventures In Wonderland / 9781644524190 / Lewis Carroll / Classic / 2019	
19	1	e-copy	An Englishman Looks At The World / 9781644523339 / H. G. Wells / Classic / 2019	
20	1	e-copy	An Outcast Of The Islands / 9781644644355 / Joseph Conrad / Classic / 2019	
21	1	e-copy	Ann Veronica / 9781644523346 / H. G. Wells / Classic / 2019	
22	1	e-copy	Anna Karenina / 9781644524213 / Leo Tolstoy / Classic / 2019	
23	1	e-copy	Anticipations Of The Reaction Of Mechanical And Scientific Progress Upon Human Life And Thought / 9781644523353 / H. G. Wells / Classic / 2019	
24	1	e-copy	Antonina (Or, The Fall Of Rome,) / 9781644644058 / Wilkie Collins / Classic / 2019	
25	1	e-copy	Antony And Cleopatra / 9781644526781 / William Shakespeare / Classic / 2019	
26	1	e-copy	Appreciations And Criticisms Of The Works Of Charles Dickens / 9781644525852 / G. K. Chesterton / Classic / 2019	
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28	1	e-copy	Around The World In 80 Days / 9781644524220 / Jules Verne / Classic / 2019	
29	1	e-copy	Astronomy With An Opera / 9781644526712 / Garrett P. Serviss / Classic / 2019	
30	1	e-copy	At The Earth'S Core / 9781644525623 / Edgar Rice Burroughs / Classic / 2019	
31	1	e-copy	Auld Licht Idyls / 9781644525210 / J. M. Barrie / Classic / 2019	
32	1	e-copy	Aunt Jane's Nieces And Uncle John / 9781644525333 / L.	

			Frank Baum / Classic / 2019	
33	1	e-copy	Aunt Jane's Nieces At Work / 9781644525357 / L. Frank Baum / Classic / 2019	
34	1	e-copy	Aunt Jane's Nieces In Society / 9781644525296 / L. Frank Baum / Classic / 2019	
35	1	e-copy	Aunt Jane's Nieces On Vacation / 9781644525319 / L. Frank Baum / Classic / 2019	
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38	1	e-copy	Before Adam / 9781644527399 / Jack London / Classic / 2019	
39	1	e-copy	Beyond Good And Evil / 9781644524237 / Friedrich Nietzsche / Classic / 2019	
40	1	e-copy	Bleak House / 9781644644621 / Charles Dickens / Classic / 2019	
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44	1	e-copy	Child Of Storm / 9781644640111 / H. Rider Haggard / Classic / 2019	
45	1	e-copy	Childhood / 9781644522493 / Leo Tolstoy / Classic / 2019	
46	1	e-copy	Children Of The Frost / 9781644527429 / Jack London / Classic / 2019	
47	1	e-copy	Cleopatra / 9781644640128 / H. Rider Haggard / Classic / 2019	
48	1	e-copy	Complete Prose Works / 9781644523728 / Walt Whitman / Classic / 2019	
49	1	e-copy	Curiosities Of The Sky / 9781644526729 / Garrett P. Serviss / Classic / 2019	
50	1	e-copy	Dawn / 9781644640142 / H. Rider Haggard / Classic / 2019	
51	1	e-copy	Dracula / 9781644524251 / Bram Stoker / Classic / 2019	
52	1	e-copy	Dream Days / 9781644644997 / Kenneth Grahame / Classic / 2019	
53	1	e-copy	Edgar Allan Poe'S Complete Poetical Works / 9781644526552 / Edgar Allan Poe / Classic / 2019	
54	1	e-copy	Emma / 9781644524268 / Jane Austen / Classic / 2019	
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58	1	e-copy	Fantasia Of The Unconscious / 9781644527252 / D. H. Lawrence / Classic / 2019	
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60	1	e-copy	Frankenstein / 9781644522073 / Mary Wollstone- craft Shelley / Classic / 2019	
61	1	e-copy	Fruits Of Culture / 9781644522509 / Leo Tolstoy / Classic / 2019	
62	1	e-copy	George Bernard Shaw / 9781644526156 / G.k.chesterton / Classic / 2019	

63	1	e-copy	Great Expectations / 9781644644652 / Charles Dickens / Classic / 2019	
64	1	e-copy	Grimms' Fairy Tales / 9781644640029 / The Brothers Grimm / Classic / 2019	
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66	1	e-copy	Jezebel / 9781644644126 / Wilkie Collins / Classic / 2019	
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74	1	e-copy	Napoleon The Little / 9781644640937 / Victor Hugo / Classic / 2019	
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77	1	e-copy	Notre Dame De Paris / 9781644640944 / Victor Hugo / Classic / 2019	
78	1	e-copy	Oliver Twist / 9781644524428 / Charles Dickens / Classic / 2019	
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80	1	e-copy	Other Worlds / 9781644526743 / Garrett P. Serviss / Classic / 2019	
81	1	e-copy	Personal Recollections Of Joan Of Arc - Volume 1 / 9781644522738 / Mark Twain (Samuelclemens) / Classic / 2019	
82	1	e-copy	Personal Recollections Of Joan Of Arc - Volume 2 / 9781644522745 / Mark Twain (Samuelclemens) / Classic / 2019	
83	1	e-copy	Peter And Wendy / 9781644525234 / J. M. Barrie / Classic / 2019	
84	1	e-copy	Peter Pan / 9781644525241 / J. M. Barrie / Classic / 2019	
85	1	e-copy	Plain Tales From The Hills / 9781644527139 / Rudyard Kipling / Classic / 2019	
86	1	e-copy	Poems / 9781644640951 / Victor Hugo / Classic / 2019	
87	1	e-copy	Pride And Prejudice / 9781644524459 / Jane Austen / Classic / 2019	
88	1	e-copy	Prince Otto / 9781644522264 / Robert Louis Stevenson / Classic / 2019	
89	1	e-copy	Queen Sheba / 9781644640319 / H. Rider Haggard / Classic / 2019	
90	1	e-copy	Resurrection / 9781644522523 / Leo Tolstoy / Classic / 2019	
91	1	e-copy	Robert Browning / 9781644525890 / G. K. Chesterton / Classic / 2019	

92	1	e-copy	Robin / 9781644640814 / Francis Hodgson Burnett / Classic / 2019	
93	1	e-copy	Sense And Sensibility / 9781644525180 / Jane Austen / Classic / 2019	
95	1	e-copy	Siddhartha / 9781644640722 / Herman Hesse / Classic / 2019	
96	1	e-copy	Smith And The Pharaohs And Other Tales / 9781644640364 / H. Rider Haggard / Classic / 2019	
97	1	e-copy	St Ives / 9781644522288 / Robert Louis Stevenson / Classic / 2019	
98	1	e-copy	Tales Of Unrest / 9781644644416 / Joseph Conrad / Classic / 2019	
99	1	e-copy	Tarzan Of The Apes / 9781644525647 / Edgar Rice Burroughs / Classic / 2019	
100	1	e-copy	Tarzan The Untamed / 9781644525661 / Edgar Rice Burroughs / Classic / 2019	
101	1	e-copy	The Adventures Of Huckleberry Finn / 9781644526019 / Mark Twain / Classic / 2019	
102	1	e-copy	The Adventures Of Sally / 9781644523964 / P. G. Wodehouse / Classic / 2019	
103	1	e-copy	The Adventures Of Tom Sawyer / 9781644522776 / Mark Twain (Samuelclemens) / Classic / 2019	
104	1	e-copy	The Art Of Writing And Other Essays / 9781644522295 / Robert Louis Stevenson / Classic / 2019	
105	1	e-copy	The Awakening / 9781644522530 / Leo Tolstoy / Classic / 2019	
106	1	e-copy	The Black Tulip / 9781644644782 / Alexandre Dumas pere / Classic / 2019	
107	1	e-copy	The Brethren / 9781644640401 / H. Rider Haggard / Classic / 2019	
108	1	e-copy	The Call Of The Wild / 9781644527559 / Jack London / Classic / 2019	
109	1	e-copy	The Canterbury Tales And Other Poems / 9781644525791 / Geoffrey Chaucer / Classic / 2019	
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118	1	e-copy	The Food Of The Gods And How It Came To Earth / 9781644523506 / H. G. Wells / Classic / 2019	
119	1	e-copy	The Gem Collector / 9781644524015 / P. G. Wodehouse / Classic / 2019	
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121	1	e-copy	The History Of Don Quixote, Vol. I, Complete / 9781644644546 / Miguel de Cervantes / Classic / 2019	

122	1	e-copy	The History Of Don Quixote, Volume II, Complete / 9781644644553 / Miguelde Cervantes / Classic / 2019	
123	1	e-copy	The Idiot / 9781644526057 / Fyodor Dostoyevsky / Classic / 2019	
124	1	e-copy	The Iliad / 9781644526064 / Homer / Classic / 2019	
125	1	e-copy	The Iliad Of Homer / 9781644640906 / Homer / Classic / 2019	
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127	1	e-copy	The Jungle Book / 9781644527177 / Rudyard Kipling / Classic / 2019	
128	1	e-copy	The Lady Of The Mount / 9781644527023 / Frederic Stewart Isham / Classic / 2019	
129	1	e-copy	The Last Man / 9781644522097 / Mary Wollstone- craft Shelley / Classic / 2019	
130	1	e-copy	The Letters Of Mark Twain, Complete / 9781644522813 / Mark Twain	
			(Samuelclemens) / Classic / 2019	
131	1	e-copy	The Lost World / 9781644526118 / Sir Arthur Conan Doyle / Classic / 2019	
132	1	e-copy	The Mad King / 9781644525715 / Edgar Rice Burroughs / Classic / 2019	
133	1	e-copy	The Man Who Knew Too Much / 9781644525937 / G. K. Chesterton / Classic / 2019	
134	1	e-copy	The Memoirs Of Victor Hugo / 9781644640982 / Victor Hugo / Classic / 2019	
135	1	e-copy	The Merry Adventures Of Robin Hood / 9781644526125 / Howardpyle / Classic / 2019	
136	1	e-copy	The Metamorphosis / 9781644526132 / Franz Kafka / Classic / 2019	
137	1	e-copy	The Notebooks Of Leonardo Da Vinci, Complete / 9781644644522 / Leonardo Da Vinci / Classic / 2019	
138	1	e-copy	The Odyssey Of Homer / 9781644640913 / Homer / Classic / 2019	
139	1	e-copy	The Pearl Of Lima / 9781644523094 / Jules Verne / Classic / 2019	
140	1	e-copy	The Prince And The Pauper, Complete / 9781644522837 / Mark Twain (Samuelclemens) / Classic / 2019	
141	1	e-copy	The Queen Of Hearts / 9781644644294 / Wilkie Collins / Classic / 2019	
142	1	e-copy	The Republic / 9781644526521 / Plato / Classic / 2019	
143	1	e-copy	The Sea Wolf / 9781644527702 / Jack London / Classic/ 2019	
144	1	e-copy	The Secret Agent / 9781644644461 / Joseph Conrad / Classic / 2019	
145	1	e-copy	The Secret Garden / 9781644640869 / Francis Hodgson Burnett / Classic / 2019	
146	1	e-copy	The Secret Of The Island / 9781644523100 / Jules Verne / Classic / 2019	
147	1	e-copy	The Secret Places Of The Heart / 9781644523582 / H. G. Wells / Classic / 2019	
148	1	e-copy	The Seven Seas / 9781644527191 / Rudyard Kipling / Classic / 2019	
149	1	e-copy	The Story Of The Gadsby / 9781644527207 / Rudyard Kipling / Classic / 2019	
150	1	e-copy	The Three Musketeers / 9781644644836 / Alexandre Dumaspere / Classic / 2019	

151	1	e-copy	The Time Machine / 9781644523612 / H. G. Wells / Classic / 2019	
152	1	e-copy	The Tragedy Of Hamlet, Prince Of Denmark Hamlet / 9781644522028 / William Shakespeare / Classic / 2019	
153	1	e-copy	The Trespasser / 9781644527320 / D. H. Lawrence / Classic / 2019	
154	1	e-copy	The Trial / 9781644526286 / Franz Kafka / Classic / 2019	
155	1	e-copy	The Valley Of The Moon / 9781644527740 / Jack London / Classic / 2019	
156	1	e-copy	The Virgin Of The Sun / 9781644640449 / H. Rider Haggard / Classic / 2019	
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158	1	e-copy	The War Of The Worlds / 9781644523636 / H. G. Wells / Classic / 2019	
159	1	e-copy	The Wind In The Willows / 9781644640012 / Kenneth Grahame / Classic / 2019	
160	1	e-copy	The Wizard / 9781644640463 / H. Rider Haggard / Classic / 2019	
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162	1	e-copy	Theft / 9781644527757 / Jack London / Classic / 2019	
163	1	e-copy	Three Men And A Maid / 9781644524152 / P. G. Wodehouse / Classic / 2019	
164	1	e-copy	Tom Sawyer, Detective / 9781644524381 / Mark Twain (Samuelclemens) / Classic / 2019	
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170	1	e-copy	What Is Man - And Other Stories / 9781644522851 / Mark Twain (Samuelclemens) / Classic / 2019	
171	1	e-copy	What To Do / 9781644522639 / Leo Tolstoy / Classic / 2019	
172	1	e-copy	What'S Wrong With The World / 9781644644003 / G. K. Chesterton / Classic / 2019	
173	1	e-copy	White Fang / 9781644527788 / Jack London / Classic / 2019	
174	1	e-copy	Within The Tides / 9781644644508 / Joseph Conrad / Classic / 2019	
175	1	e-copy	Women In Love / 9781644527351 / D. H. Lawrence / Classic / 2019	
176	1	e-copy	Youth / 9781644522646 / Leo Tolstoy / Classic	
		Lot 9 -	1 LOT SUBSCRIPTION TO BLOOMSBURY E-BOOKS (PERPETUAL ACCESS)	
			9 e-book titles; multi-user; copyrighted 2018-2020; perpetual access	
			No. 22-07-486	
			ABC: PHP 147,460.00	

1	1	e-copy	Content Knowledge in English Language Teacher Education: International Experiences /Darío Luis Banegas, 2020	
2	1	e-copy	Creativity and Making in Early Childhood: Challenging Practitioner Perspectives /Mona Sakr, 2018	
3	1	e-copy	Disabled Children and Digital Technologies: Learning in the Context of Inclusive Education /Sue Cranmer, 2020	
4	1	e-copy	Problems in Philosophy of Education: A Systematic	
5	1	e-copy	Reflective Playwork: For All Who Work with Children / Jacky Kilvington and Ali Wood, 2018	
6	1	e-copy	Supporting Difficult Transitions: Children, Young People and their Carers /Mariane Hedegaard, 2019	
7	1	e-copy	Transforming Teacher Education with Mobile Technologies /Kevin Burden and Amanda Naylor, 2020	
8	1	e-copy	What is Good Academic Writing?: Insights into Discipline-Specific Student Writing /Melinda Whong and Jeanne Godfrey, 2020	
9	1	e-copy	What is Grounded Theory? /Massimiliano Tarozi, 2020	

Omnibus Sworn Statement (Revised)
[shall be submitted with the Bid]

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

AFFIDAVIT

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

1. [Select one, delete the other:]
[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];
[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];
2. [Select one, delete the other:]
[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;
[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];
3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. [Select one, delete the rest:]

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

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

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

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

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

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

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

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

- ☐ (k) 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**
- ☐ (l) 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

- ☐ (m) 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.

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

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

25 FINANCIAL COMPONENT ENVELOPE

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

