Republic of the Philippines
Benguet State University
La Trinidad, Benguet

PHILIPPINE BIDDING DOCUMENTS

Procurement for the Supply and Delivery of Various Reference Books for the University Library

IB No. 2025-18

Date of Issue
May 13, 2025

Preface

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

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

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

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

a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.

b. Specific details, such as the "*name of the Procuring Entity*" and "*address for bid submission*," should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.

c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.

e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.

f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

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

CDA - Cooperative Development Authority.

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

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

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

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – "Free Carrier" shipping point.

FOB – "Free on Board" shipping point.

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

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

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

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

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

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

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

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

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

a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;

b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;

c. The deadline for the submission and receipt of bids; and

d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

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

Republic of the Philippines
Benguet State University
La Trinidad, Benguet
Tel/Fax/Cel. Number: (074) 661-1839/0950-603-2749

BAGONG PILIPINAS

Bids and Awards Committee
(Goods and Services)

INVITATION TO BID FOR PROCUREMENT FOR THE SUPPLY AND DELIVERY OF VARIOUS REFERENCE BOOKS FOR THE UNIVERSITY LIBRARY
(IB No. 2025-18)

1. **The Benguet State University** (BSU), through the **Internally Generated Income (IGI) CY 2025** intends to apply the Approved Budget for the Contract (ABC) corresponding to the total cost of lot to be bid out, as follows:

Item No.	Quantity	Item/Description	Approved Budget for the Contract		Price of Bid Documents
			Unit	Total Amount	
1	1	Various Reference Books for University Library (see attached list)	Lot	1,561,386.00	1,500.00

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

2. The **Benguet State University** now invites bids for the above Procurement Project. Delivery of the Goods is required within **Ten (10) calendar days** upon receipt of the notice to proceed. Bidders should have completed, within **Five (5) years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

   Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from Benguet State University and inspect the Bidding Documents at the address given below during working hours **8:00 am to 5:00 pm**.

5. A complete set of Bidding Documents may be acquired by interested Bidders on **May 13, 2025** 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. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, or through the landbank link **(https://www.lbp-eservices.com/egps/portal/index.jsp).**

ITEM	APPLICABLE FEE
Various Reference Books for University Library	Php.1,500.00

6. The Benguet State University will hold a Pre-Bid Conference[1] on **May 21, 2025 at 9:00 AM (PST), BSU RDC Hall, 2nd floor Admin Bldg. Km 5 La Trinidad, Benguet; and/or through video conferencing via google meet with the link: meet.google.com/iih-nrds-cpo.** Which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **June 03, 2025, 8:30 AM (PST)**. 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 **June 03, 2025, 9:00 AM** at the **BSU RDC Hall, 2nd floor Admin Bldg. Km 5 La Trinidad, Benguet** and/or google meet (iih-nrds-cpo). Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The Benguet State 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:

BAC Secretariat
Procurement Management Office (PMO)
1st Floor Administration Building,
La Trinidad, Benguet
Email: procurement@bsu.edu.ph
Tel. Fax/No. 661-1839/ CP No. 09506032749

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

12. You may visit the following websites:

For downloading bidding document:
University website: bsu.edu.ph *or* ***philgeps posting***

Issued on the 12th day of May 2025

SGD
JOSEL M. FLORENTIN
Chairperson
Bids and Awards Committee (Goods)

LIST OF ITEMS FOR THE PROCUREMENT OF VARIOUS REFERENCE BOOKS FOR THE UNIVERSITY LIBRARY				
ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
1	copy	3GE Collection on Engineering: Process Control & Optimization 9781984690043	1	7,805.00
2	copy	6GN For Future Wireless Networks 9781984680990	1	6,005.00
3	copy	A concise Introduction to Logic 9780357798683	1	11,125.00
4	copy	A history of the Middle Age 9781398828230	1	1,690.00
5	copy	A Liberal Education 9781009424738	1	4,005.00
6	copy	Amanullah on Crop Nutrition 9783111617091	1	9,865.00
7	copy	A Practical Guide to Data Analysis Using R 9781009282277	1	9,180.00
8	copy	Advanced & Local Government & Research Adminidstration Development 9786214271962	1	845.00
9	copy	Advanced Research Methods 9786214063697	1	625.00
10	copy	Advanced Theory& Practice in Public Administration 9786214272099	1	725.00
11	copy	Advances in Biochemical Engineering Management 9781666867077	1	5,305.00
12	copy	Advances in Food Biotechnology 9781666870527	1	5,305.00
13	copy	Advancing the Profession of Exercise Physiology 9780367142865	1	3,680.00
14	copy	Agricultural Finance & Cooperation 9789358870848	1	3,854.00
15	copy	Agricultural Project Management 9789394490314	1	3,845.00
16	copy	Agriculture: Statement, Assertions & Reasoning 9789383992744	1	2,430.00
17	copy	Agriculture Genetically Modified Organisms 9781774699058	1	9,000.00
18	copy	Alternative education, 2024, 9789357515337	1	7,405.00
19	copy	Amazing Healing Plants 9789715812115	1	3,645.00
20	copy	AP* Calculus AB 9781265352844	1	1,630.00
21	copy	AP* Environmental Science 9781264454242	1	1,045.00
22	copy	Applied Nanotechnology in Agriculture 9781666889253	1	6,220.00
23	copy	Assessment to Support Learning & Teaching 9781032499680	1	3,570.00
24	copy	Bacteriology 9781641162104	1	5,000.00
25	copy	Bacteriology in terms of Structure, Reproduction , Plant Diseases & Management 9781774697986	1	8,995.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
26	copy	Bamboo: Climate Change Adaptation & Mitigation 9781774635186	1	4,350.00
27	copy	Basics of engineering mechanics; 9788196972233	1	4,605.00
28	copy	Basics of Thermodynamics 9781984685704	1	6,755.00
29	copy	Benefits of Urban Forests & Trees 9781799600787	1	7,000.00
30	copy	Biochar for Environmental Management 9781032286150	1	9,130.00
31	copy	Biological & Environmental Hazards, Risks, & Disasters: Key Areas for Study 9781774698723	1	9,000.00
32	copy	Botanical Analysis of Plant Cells 9798887150321	1	6,545.00
33	copy	Bringing the curriculum to life: engaging learners in the English education system 9780335249879	1	6,800.00
34	copy	Building Competence in School Consultation 9781032622316	1	4,520.00
35	copy	Building the Literacy Block 9781119819592	1	2,625.00
36	copy	Captivating Student Engagement Strategies 978819663903	1	4,605.00
37	cps	Career service examination reviewer professional/sub professional levels updated edition22444742	2	2,490.00
38	copy	Child Guidance 9789715812092	1	1,255.00
39	copy	Child Labor & Laws Against Child Exploitation & Trafficking 9786210219685	1	2,055.00
40	copy	Children as Engineers 9781032352107	1	2,740.00
41	copy	Climate Change, Conflict, & (in) Security 9781032455792	1	4,830.00
42	copy	Cognitive Psychology 9781473791282	1	5,830.00
43	copy	Conflict's Long Game 9786214483174	1	755.00
44	copy	Circular Economies in an Unequal World 9781350296633	1	2,465.00
45	copy	Civil service Prof & Sub Prof exam reviewer third edition; 9786219680011	1	1,500.00
46	copy	Close Reading in Elementary School 9781032505008	1	3,220.00
47	copy	Collaborative Assessment for Multilingual Learners and Teachers, 9781071930861	1	3,115.00
48	copy	Communicating as Professionals 9780170465632	1	6,345.00
49	copy	Comprehensive Guide to Fermentation Process 9781666867398	1	5,305.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
50	copy	Comprehensive Study of Veterinary Anestisia & Pain Management 9798886263503	1	5,305.00
51	copy	Consumer Behavior & Digital Transformation 9781032149769	1	5,120.00
52	copy	Contemporary Strategic Management 978 81 970330 1 8	1	4,605.00
53	copy	Core Concepts in Hospitality & Tourism: Restaurant Service Basics	1	6,900.00
54	copy	Counselling Children 9781529669022	1	3,805.00
55	copy	Counselling Skills: Theory, Research & Practice 9780335250158	1	7,535.00
56	copy	Crafting & Executing Strategy 9781260565744	1	4,680.00
57	copy	Crafting Curriculum and Planning Lessons 978819692002 9	1	4,605.00
58	copy	Creative Design & Innovation 9781032407081	1	3,810.00
59	copy	Crop Protection 9789395337199	1	4,505.00
60	copy	Cryptography and Computational Number Theory 9781647267063	1	7,605.00
61	copy	Cultivating Fertile Ground 9781774699461	1	8,480.00
62	copy	Currently Issues : Deforestation 9781984689528	1	6,585.00
63	copy	Curriculum Design and Lesson Planning 978819707494 3	1	4,605.00
64	copy	Cybersecurity First Principles 9781394173082	1	3,005.00
65	copy	Delicious Soups 9781788791960	1	1,425.00
66	copy	Design and analysis in educational research using Jamovi 9780367723088	1	5,400.00
67	copy	Developing Communication Skills for Veterinary Practice 9781119382713	1	6,880.00
68	copy	Development in Environmental Biotechnology 9781666867312	1	5,305.00
69	copy	Disciplinary Literacies 9781462552870	1	5,150.00
70	copy	E-Paper Displays 9781119745587	1	11,480.00
71	copy	Early Literacy Instruction & Intervention 9781462553655	1	5,615.00
72	copy	Eco-tourism & Development 9789395577274	1	3,905.00
73	copy	Education in the globalized tech era: intersections of learning and technology, 2024, 9781962439251	1	6,255.00
74	copy	Educational organization, management and planning, 2024, 9789392407949	1	5,150.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
75	copy	Effective Communication for Nursing Practice 9781529611885	1	3,455.00
76	copy	Eight Secrets to Healthy Living 9789715812986	1	1,985.00
77	copy	Electric Power Conversion & Micro-Grids 9781984681034	1	7,700.00
78	copy	Electrical Wiring Industrial 9780357767245	1	10,880.00
79	copy	Electrical Wiring Residential 9780357766965	1	10,755.00
80	copy	Electronics Technology Basics 9788197074981	1	4,505.00
81	cps	Empowering Change Through Social Entrepreneurship Obe Approach 978621427252 5	2	1,250.00
82	copy	Engineering Economy 9781266091797	1	6,230.00
83	copy	Engineering Fundamentals 9780357684429	1	10,705.00
84	copy	Engineering of Tissue & Plant Renewal 9781835352489	1	6,405.00
85	copy	Enigmatic objects: notes towards a history of the museum in the Philippines; 9786214482658	1	1,155.00
86	copy	Entrepreneurship, Innovation & sustainable Growth 9781032522432	1	5,950.00
87	copy	Entrepreneurship9781529621877	1	5,680.00
88	copy	Entrepreneurship in Tourism & Hospitality 9789395577311	1	4,155.00
89	copy	Environmental & Natural Resources Laws 9786210217995	1	3,455.00
90	copy	Essentials of Maternity, Newborn, and Women's Health Nursing 9781975245511	1	12,045.00
91	copy	Ethics in Public Service ETHICPS23C 9786210222098	1	3,975.00
92	copy	Exploring Gender & Society 9786214091973	1	700.00
93	copy	Financial Analysis & Reporting 9786214271771	1	1,362.00
94	copy	Financial Management 9786210450866	1	1,202.00
95	copy	Fifty Years of Philippine independence Stories from a Half Century 978 621 409 266 6	1	4,100.00
96	copy	Fluid Mechanics 9781774697832	1	6,935.00
97	copy	Fluid Mechanics with Civil Engineering Applications 9781264787296	1	9,595.00
98	copy	Food Science and Quality Management 9781666870589	1	7,505.00
99	copy	Food Science Processing Technology 9798887150123	1	7,955.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
100	copy	Forest Genetics & Tree Breeding 9781799600817	1	5,255.00
101	copy	Foundations of Adult Nursing 9781529775976	1	5,185.00
102	copy	Foundations of Mathematics (NO ISBN) 9798888363607	1	7,605.00
103	cps	Foundations of Special and Inclusive Education 978621451053 5	2	2,060.00
104	copy	Frontier Research: Road & Traffic Engineering9781032304212	1	14,860.00
105	copy	Fundamentals of Accounting (Vol 2) 9786219674010	1	992.00
106	copy	Fundamentals of Food Biotechnology 9781666870565	1	5,305.00
107	copy	Fundamentals of fluid mechanics; 9788196980740	1	4,605.00
108	copy	Fundamentals of GAME Design 9781984689665	1	7,200.00
109	copy	Fundamentals of Industrial Instrumentation & Process Control 9781260122251	1	6,560.00
110	copy	Future of Agriculture 9781984659811	1	5,655.00
111	cps	Gender & Society 9786214271726	2	1,730.00
112	copy	Gender & Society with Peace Education 9786214092307	1	700.00
113	copy	General Education Essentials 9781642674859	1	3,710.00
114	copy	Generalist Practice with Organizations & Communities 9781305943292	1	6,805.00
115	copy	Genetic Techniques in Forest Tree Breeding 97816668703129	1	6,995.00
116	copy	Geographical Information System 9781032380469	1	4,155.00
117	copy	Geology: Earth in Perspective 9780357117330	1	8,455.00
118	copy	Going Global: How psychologists Can Meet a World of Need 9781433836435	1	4,445.00
119	copy	Governor of the Cordillera 9786214483105	1	555.00
120	copy	Guidance & Counseling in Educational Setting 9788196972240	1	4,000.00
121	copy	Handbook of Exact Solutions to Mathematical Equations 9780367507992	1	13,270.00
122	copy	Healing Wonders Herbs 9789715813013	1	1,900.00
123	copy	Healing Wonders of Charcoal 9789715811866	1	1,505.00
124	copy	Healing Wonders of Diet 97815810136	1	1,875.00
125	copy	Health Tourism & Hospitality: Spas, Wellness & Medical Travel 9781774698891	1	8,995.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
126	copy	Healthy Choices 9789715812580	1	2,950.00
127	copy	Healthy Foods Healthy Lives 9789715812719	1	2,950.00
128	copy	Healthy Herbs & Spices 9789715812900	1	2,950.00
129	copy	Heritage Language Program Direction 9781032189994	1	3,855.00
130	copy	High Impact Design for Online Courses9781032580654	1	4,155.00
131	copy	HIST 5 9781337294065	1	6,465.00
132	copy	Hydraulics and Pneumatics in Environmental Engineering 9781399266142	1	10,750.00
133	copy	Hydroponic Food Production 9781774699300	1	8,395.00
134	copy	Implementing Cloud Robotics for Practical Applications 9783031169076	1	9,860.00
135	copy	In Defense of the World's Most Despised Species 9781032536453	1	6,110.00
136	copy	Innovation & Entrepreneurship9781394219704	1	4,730.00
137	copy	Innovative Approaches to Teaching & Assessing Teamwork in Higher Education 9781032581590	1	3,710.00
138	copy	Integrated Protected Area Management 9781639896691	1	5,930.00
139	copy	Intercropping System 9789394490420	1	3,845.00
140	copy	Intercultural Communication for Everyday Life 9781119897903	1	6,150.00
141	copy	International Relations: Power Struggles & Balancing Act 9788621021981	1	3,125.00
142	copy	Introduction to Cinematography 9781032408842	1	6,635.00
143	copy	Introduction to Multicultural Counseling for Helping Professionals, 9781032189307	1	6,075.00
144	copy	Introduction to Philippine Government & Politics 9789719655633	1	722.00
145	copy	Introduction to Philippine politics and governance: with basic constitutional provisions; 9789719655817	1	705.00
146	copy	Introduction to Physical Education, Exercise Science & Sports 9781266914959	1	6,000.00
147	copy	Introduction to Recreation & Leaisure9781718212381	1	8,895.00
148	copy	Introduction to research; 9786214271856	1	585.00
149	copy	Introduction to Sports Physiology & Exercise 9781666871630	1	7,730.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
150	copy	Introduksiyon sa Pamamahayag 9786210451610	1	455.00
151	copy	Inventory Management & Control 9786214271368	1	625.00
152	copy	Labor Relations Management & Negotiations 9786214271382	1	975.00
153	copy	Language Teacher Wellbeing Across the Career Span9781800412798	1	3,495.00
154	copy	Leadership , 9781529603477	1	4,960.00
155	copy	Learn Programming with C 9781032283555	1	6,955.00
156	copy	Learning & Behavior 9781032637808	1	4,765.00
157	copy	Learners With Emotional, Behavioral, Language, & Communication Disabilities 9786210450446	1	955.00
158	copy	Living in the Environment 9780357142202	1	7,880.00
159	copy	Make It, Wear It 9781260116151	1	2,075.00
160	copy	Managing Employment Relations 9781398618121	1	5,595.00
161	copy	Marketing Communications9781292400327	1	5,710.00
162	copy	Maynard's Industrial Systems Engineering Handbook9781260461565	1	11,505.00
163	copy	Meeting the Challenges of Data Quality Management 9780128217375	1	5,640.00
164	copy	Microbiology of Soil 9781835351918	1	6,495.00
165	copy	Microwave Photonics 9781394205288	1	12,900.00
166	copy	Milady Standard 9781305100558	1	7,565.00
167	copy	Milk & Milk Products Technology 9781799600466	1	4,145.00
168	copy	Modern Business Statistics 9780357131381	1	6,285.00
169	copy	Modern Hydronic Heating & Cooling 9781337904919	1	12,505.00
170	copy	Modern Methods of Construction and Innovative materials 9781032414829	1	5,358.00
171	copy	Modern Power System Analysis 9780367655068	1	14,280.00
172	copy	Modern Technologies in Forest Management 9781799600855	1	8,655.00
173	copy	Monitoring Biodiversity Combining Environmental & Social Data 9781032015941	1	3,635.00
174	copy	National Service Training Program 1: An Outcome-Based Learning Module 9786214510474	1	552.00
175	copy	Natural Products in Pest Management 9789395791953	1	3,900.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
176	copy	Natural Remedies Encyclopedia	2	12,990.00
177	copy	Navigating Agricultural Extension 9788196458850	1	5,605.00
178	copy	Navigating Human Behavior in Organizations 9786214272358	1	605.00
179	copy	Nuggets of Wisdom 9715811574	1	2,035.00
180	copy	Nutrition & Metabolism 9781119840237	1	6,890.00
181	copy	Nutrition Therapy & Pathophysiology 9780357041710	1	7,880.00
182	copy	Nutritional Sciences 9781337565332	1	11,655.00
183	copy	Object Oriented Programming 9781774697597	1	6,895.00
184	copy	Organic Chemistry 9780357451861	1	10,795.00
185	copy	Organizational Behaviour in Tourism Planning & Management 9798887153834	1	6,955.00
186	copy	Pasture & Range Management 9789395337502	1	3,955.00
187	copy	PATH-FIT 2: Exercise-Based Fitness Activities 9786214092062	1	562.00
188	copy	Pesticides, Organic Contaminants, and Pathogens in Air 9780367485672	1	11,005.00
189	copy	Phase-Locked Locked Loops 9781119909040	1	11,620.00
190	copy	Philippine Disaster Risk Reduction & Management System with Related Laws & The Constitution 9786210221718	1	1,760.00
191	copy	Philippine Politics & Governance with 1987 Philippine Constitution 9786214271443	1	717.00
192	copy	Physical Education & Health:Aquatic (Basic Swimming) & Mountaineering 9789719655145	1	502.00
193	copy	Philippine Indigenous Communities 9786210225198	1	1,435.00
194	copy	Phytomycology & Molecular Biology of Plant Pathogen Interactions 9780367755072	1	5,175.00
195	copy	Plant Breeding Principles & Methods 9781804063255	1	3,700.00
196	copy	Plant Pathogen Resistance Biotechnology9781984680846	1	7,255.00
197	copy	Plant Systematics9780367779665	1	7,000.00
198	copy	Plants & Society 9781266281624	1	7,205.00
199	copy	Plants, Genes, & Crop Biotechnology 9798887150185	1	6,505.00
200	copy	Post Imperial Perspectives on Indigenous Education 9780367553074	1	4,705.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
201	copy	Practical Manual on Agronomy 9789383992782	1	2,755.00
202	copy	Practical Manual on Fundamentals of Agricultural Extension Education 9789383992843	1	7,705.00
203	copy	Prescription to Health 9789715812023	1	4,025.00
204	copy	Principles & Practices of Plant Breeding, Plant Propagation & Nursery Management 9798891612273	1	5,505.00
205	copy	Principles of Fermentation Technology 9781666888461	1	6,245.00
206	copy	Principles of Hotel Front Office Operations 9789352694297	1	5,005.00
207	copy	Principles of Organic Farming9789383992768	1	2,755.00
208	copy	Principles of Physical Chemistry 9781119852667	1	11,180.00
209	copy	Principles of Plant Biochemistry & Forest Management 9781666867091	1	7,000.00
210	copy	Principles of Plant Pathology 9789358870824	1	5,675.00
211	copy	Principles of Topology 9798888363744	1	7,605.00
212	copy	Principles of Toxicology 9781774697771	1	6,695.00
213	copy	Professional Event Coordination 9789352697540	1	6,505.00
214	copy	Program Management 9781119931287	1	7,055.00
215	copy	Psychology: Perspective & Connections 9781260092004	1	6,105.00
216	copy	Psychology: The Science of Mind & Behavior 9781647263362	1	4,255.00
217	copy	Psychopathology: An Integrative Approach to Mental Disorders 9780357657843	1	10,465.00
218	copy	Python Programming for Engineers & Scientists 9798214002446	1	9,465.00
219	copy	Qualitative and quantitative research (with statistics) for political science and public administration; 9786214092888	1	1,145.00
220	copy	Qualitative Research 9786210225181	1	755.00
221	copy	Qualitative Research Writing 9781071818107	1	4,035.00
222	copy	Rainfed Agriculture 9781032024608	1	9,900.00
223	copy	Readings From Programming with Python 9780357637456	1	9,850.00
224	copy	Reflective Supervision in Education 9781839974106	1	2,380.00
225	copy	Research and thesis writing with tips in oral presentation; 9786214063710	1	625.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
226	copy	Research for educators, 2024, 9780170460446	1	7,480.00
227	copy	Research Methods & Statistics in Psychology9781032105666	1	5,340.00
228	copy	Resurrecting History 9786214483082	1	1,305.00
229	copy	Revenue Management 9786214780563	1	995.00
230	copy	Reviewer for the Civil Service Examination 9786214510481	1	657.00
231	copy	Reviewer for the civil service examination 4th edition; 9789718590256	1	1,280.00
232	copy	Review of Medical Microbiology & Immunology 9781260288445	1	5,000.00
233	copy	Risk Management & Financial Institutions9781119932482	1	11,070.00
234	copy	Risk Management for Geotechnical Engineering9781032222660	1	12,535.00
235	copy	Run Healthy 9781718203747	1	2,070.00
236	copy	Scientific Foundations & Practical Applications of Periodization 9781492561675	1	6,765.00
237	copy	Sedimentology & Stratigraphy 9781119417286	1	5,335.00
238	copy	Separation Techniques For Food Industries 9781666870503	1	5,305.00
239	copy	Sewing From Basic to Expert (NO ISBN	1	2,605.00
240	copy	Sine Tala Series 9786214483181	1	785.00
241	copy	Social Entrepreneurship and Innovation 9781071811597	1	9,865.00
242	copy	Social Justice through Pedagogies of Multiliteracies, 9781032567891	1	4,760.00
243	copy	Social Psychology & Human Nature 9780357946305	1	12,790.00
244	copy	Soil Science 9789395337311	1	3,955.00
245	copy	Soil Science as an Ecological Study 9781774694534	1	6,605.00
246	copy	Speech, Language, & Communication for Healthy Little Minds 9781032371252	1	1,740.00
247	copy	Statistical Methods for Environmental Science 9781641729758	1	4,630.00
248	copy	Steels : Structure, Properties & Design 9780443184918	1	13,285.00
249	copy	Stories from the Other Side and Other Narratives 9786214092161	1	1,355.00
250	copy	Strategic Planning and Policy Handbook 978 81 970715 2 2	1	4,605.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
251	copy	Strategies for Teaching & Learning in Higher Education 9788196963941	1	4,505.00
252	copy	Supporting Innovations in Agriculture 9781774698716	1	8,205.00
253	copy	Sustainable Development Education & Learning 9781788214827	1	2,970.00
254	copy	Sustainable Solid Waste Management 9788196358921	1	2,105.00
255	copy	Teacher Speak up, 9780807769522	1	3,440.00
256	copy	Teaching & Learning STEM 9781394196340	1	10,465.00
257	copy	Teaching Internship 978621827110 4	1	985.00
258	copy	Teaching science in the elementary grades volume 2: physics, earth and space; 9786214510467	1	810.00
259	copy	Techniques & Application of Genetically Modified Crops 9781666867510	1	5,305.00
260	copy	Technology of Bioprocessing in Food Production 9781666870473	1	5,305.00
261	copy	Textbook of Genetics & Biotechnology 9781666867527	1	5,305.00
262	copy	Textbook of Preventive Veterinary medicine 9798886263541	1	5,305.00
263	copy	The Art of Self Discovery 9786214092277	1	762.00
264	copy	The Art of Teaching Science 9788119920891	1	7,405.00
265	copy	The Bloomsbury Handbook of Diversity, Crises and Transformative , 9781350414433	1	14,985.00
266	copy	The Boba Book 9781984824271	1	1,215.00
267	copy	The Contemporary World 9786214780457	1	915.00
268	copy	The Economics of Soilless Production 9781774695357	1	6,895.00
269	copy	The Essentials of Writing 9780357640005	1	8,425.00
270	copy	The Government Procurement Reform Act 9786210450057	1	2,805.00
271	copy	The Handbook of Government Procurement Law in the Philippines 9786210217766	1	2,265.00
272	copy	The Handbook of Student Affairs Administration 9781119691976	1	8,455.00
273	copy	The Innovative Seller 9781394180240	1	2,405.00
274	copy	The Law on Public Officers 9786210221695	1	2,715.00
275	copy	The Modern Clinician's Guide to Working with LGBTQ+ Clients 9780367077303	1	5,900.00

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	TOTAL COST
276	copy	The Molecular Basis of Plant Genetic Diversity 9781984635839	1	5,725.00
277	copy	The Nordic Education Model in Context 9781032110462	1	13,800.00
278	copy	The Properties of Gases & liquids 9781260116342	1	11,455.00
279	copy	The Sage Handbook of Online Higher Education 9781529604368	1	16,530.00
280	copy	The Skilled Helper 9781473791305	1	5,570.00
281	copy	The Teacher and the Community, School Culture, and Organizational Leadership 978621827130 2	1	930.00
282	copy	The Teacher's Guide to Successful Professional Learning Networks 9780335251087	1	5,495.00
283	copy	Timby's Fundamental Nursing Skills and Concepts 9781975220778	1	8,945.00
284	copy	Training & Supervision in Sport & Exercise Psychology 9781032434179	1	4,165.00
285	copy	Transcendence: Understanding Complementary Global Dynamics, Issues & Challenges 9786214092499	1	952.00
286	copy	Understanding the Self 9786214780440	1	915.00
287	copy	Unraveling the Absolute Moral Principle:Ethics for College Students 9786214092291	1	762.00
288	copy	Urban Forests & Trees 9781666870251	1	5,305.00
289	copy	Various types of assessment in education, 2023, 9781774694671	1	7,605.00
290	copy	Vocational Education 9781788824149	1	4,660.00
291	copy	Weed management: Harmful Effects on Agriculture 9781666868074	1	7,930.00
292	copy	Writing strategies for the education dissertation, 2021, 9780367627058	1	5,065.00
				1,561,386.00

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, ***BENGUET STATE UNIVERSITY (BSU)*** wishes to receive Bids for the ***SUPPLY AND DELIVERY OF VARIOUS REFERENCE BOOKS FOR THE UNIVERSITY LIBRARY*** with identification number ***2025-18***

The Procurement Project (referred to herein as "Project") is composed of one (1) lot, 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 *CY 2025* in the amount of ***One Million Five Hundred Sixty One Thousand Three Hundred Eighty-Six Pesos Only***
(Php. 1,561,386.00).

2.2. The source of funding is:

Internally Generated Income (IGI) 2025.

3. Bidding Requirements

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

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

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

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

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

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.

5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

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

7. Subcontracts

7.1. The Procuring Entity has prescribed that **subcontracting is not allowed.**

8. Pre-Bid Conference

The Procuring Entity will hold a Pre-Bid Conference on May 21, 2025 at 9:00 AM (PST), BSU RDC Hall, 2nd floor Admin Bldg. Km 5 La Trinidad, Benguet; and/or through video conferencing via google meet with the link: meet.google.com/iih-nrds-cpo.

9. Clarification and Amendment of Bidding Documents

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

10. Documents comprising the Bid: Eligibility and Technical Components

10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.

10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **five (5) years** prior to the deadline for the submission and receipt of bids.

10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.

11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.

11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.

11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

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

a. For Goods offered from within the Procuring Entity's country:

i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);

ii. The cost of all customs duties and sales and other taxes already paid or payable;

iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and

iv. The price of other (incidental) services, if any, listed in the **BDS.**

b. For Goods offered from abroad:

i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers

registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.

ii. The price of other (incidental) services, if any, as listed in the **BDS.**

13. Bid and Payment Currencies

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

13.2. Payment of the contract price shall be made in **Philippine Pesos.**

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration[2] 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 **September 30, 2025** or One hundred Twenty calendar days from the opening of bids. 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 **three (3) copies of the first and second components of its Bid.** It will be marked as Original, Copy 1 and Copy 2.

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

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

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB.**

17. Opening and Preliminary Examination of Bids

[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.

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

19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.

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

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

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

20. Post-Qualification

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

21. Signing of the Contract

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

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

<table>
<tr><th>ITB Clause</th><th></th></tr>
<tr><td>5.3</td><td>For this purpose, contracts similar to the Project shall be:

a. Supply and Delivery of Various Reference Books for the University Library.

b. Completed within Five (5) years prior to the deadline for the submission and receipt of bids.</td></tr>
<tr><td>7.1</td><td>Subcontracting is not allowed.</td></tr>
<tr><td>12</td><td>The price of the Goods shall be quoted DDP or the applicable International Commercial Terms (INCOTERMS) for this Project.</td></tr>
<tr><td>14.1</td><td>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:

a. The amount of not less than <u>Php.31,227.72,</u> 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 <u>Php.78, 069.30,</u> if bid security is in Surety Bond.</td></tr>
<tr><td>15</td><td>The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. Hence, each bidder shall submit 1 copy of original and 2 copies of the first and second components of its bids marked as original, copy 1 and copy 2, respectively.

** in the original copy of the bid: All the photocopied documents must be certified as true copy indicating the Name and Position of the signatory.</td></tr>
<tr><td>19.3</td><td><table>
<tr><th>ITEM NO.</th><th>QTY</th><th>ITEM DESCRIPTION</th><th>UNIT</th><th>TOTAL AMOUNT</th></tr>
<tr><td>1</td><td>1</td><td>Various Reference Books for University Library (see attached list)</td><td>LOT</td><td>1,561,386.00</td></tr>
</table></td></tr>
<tr><td>20</td><td>Latest income and business tax returns filed and paid through the Bureau of Internal Revenue (BIR) Electronic Filing System (eFPS).</td></tr>
<tr><td>21.2</td><td>None</td></tr>
</table>

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

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

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

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

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

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

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

3. Performance Security

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

4. Inspection and Tests

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

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

5. Warranty

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

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

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

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

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

a. Information that complements provisions of the GCC must be incorporated.

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

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

Special Conditions of Contract

GCC Clause	
1	**Delivery and Documents –** For purposes of the Contract, "EXW," "FOB," "FCA," "CIF," "CIP," "DDP" and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows: *[For Goods supplied from abroad, state:]* "The delivery terms applicable to the Contract are DDP delivered ***Benguet State University, Km.5, La Trinidad, Benguet.*** In accordance with INCOTERMS." *[For Goods supplied from within the Philippines, state:]* "The delivery terms applicable to this Contract are delivered ***Benguet State University, Km.5, La Trinidad, Benguet.*** Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination." Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements). For purposes of this Clause the Procuring Entity's Representative at the Project Site is ***Mr. Ricky S. Polilen, Head, Supply and Property Management Office.*** **Incidental Services –** The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements: 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
	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. *No additional incidental service requirements, needed.* The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.

Spare Parts –

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

1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and

2. in the event of termination of production of the spare parts:

   i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and

   ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

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

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of **five (5) years.**

Spare parts or components shall be supplied as promptly as possible, but in any case, within thirty **(30) days** of placing the order.

Packaging –

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

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

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

	Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications
	A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging. **Transportation –** Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price. Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.
	Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine 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. 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 Supplier's risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination. **Intellectual Property Rights –** The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.

	Regular and Recurring Services – *[In case of contracts for regular and recurring services, state:]* "The contract for regular and recurring services shall be subject to a renewal whereby the performance evaluation of the service provider shall be conducted in accordance with Section VII. Technical specifications."
2.2	*Partial Payment not allowed.*
4	The inspections and tests that will be conducted are: *done by the inspection Committee Team, and Supply Property Management Office (SPMO) shall be conduct Supplier's performance using the external providers form issued of the university.*

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
1	1 (One) Lot Supply and Delivery of Various Reference Books for the University Library	1	1,561,386.00	10 Calendar Days upon receipt of Notice to Proceed
	*** *nothing follows***			

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.

In case of Renewal of Regular and Recurring Services, the Procuring Entity must indicate here the technical requirements for the service provider, which must include the set criteria in the conduct of its performance evaluation.

Technical Specifications

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

ITEM NO.	QTY	ITEM DESCRIPTION	
1	1	3GE Collection on Engineering: Process Control & Optimization 9781984690043	
2	1	6GN For Future Wireless Networks 9781984680990	
3	1	A concise Introduction to Logic 9780357798683	
4	1	A history of the Middle Age 9781398828230	
5	1	A Liberal Education 9781009424738	
6	1	Amanullah on Crop Nutrition 9783111617091	
7	1	A Practical Guide to Data Analysis Using R 9781009282277	

ITEM NO.	QTY	ITEM DESCRIPTION	
8	1	Advanced & Local Government & Research Adminidstration Development 9786214271962	
9	1	Advanced Research Methods 978621406369 7	
10	1	Advanced Theory& Practice in Public Administration 9786214272099	
11	1	Advances in Biochemical Engineering Management 9781666867077	
12	1	Advances in Food Biotechnology 9781666870527	
13	1	Advancing the Profession of Exercise Physiology 9780367142865	
14	1	Agricultural Finance & Cooperation 9789358870848	
15	1	Agricultural Project Management 9789394490314	
16	1	Agriculture: Statement, Assertions & Reasoning 9789383992744	
17	1	Agriculture Genetically Modified Organisms 9781774699058	
18	1	Alternative education, 2024, 9789357515337	
19	1	Amazing Healing Plants 9789715812115	
20	1	AP* Calculus AB 9781265352844	
21	1	AP* Environmental Science 9781264454242	
22	1	Applied Nanotechnology in Agriculture 9781666889253	
23	1	Assessment to Support Learning & Teaching 9781032499680	
24	1	Bacteriology 9781641162104	
25	1	Bacteriology in terms of Structure, Reproduction , Plant Diseases & Management 9781774697986	
26	1	Bamboo: Climate Change Adaptation & Mitigation 9781774635186	
27	1	Basics of engineering mechanics; 9788196972233	
28	1	Basics of Thermodynamics 9781984685704	
29	1	Benefits of Urban Forests & Trees 9781799600787	
30	1	Biochar for Environmental Management 9781032286150	
31	1	Biological & Environmental Hazards, Risks, & Disasters: Key Areas for Study 9781774698723	

ITEM NO.	QTY	ITEM DESCRIPTION	
32	1	Botanical Analysis of Plant Cells 9798887150321	
33	1	Bringing the curriculum to life: engaging learners in the English education system 9780335249879	
34	1	Building Competence in School Consultation 9781032622316	
35	1	Building the Literacy Block 9781119819592	
36	1	Captivating Student Engagement Strategies 978819663903	
37	2	Career service examination reviewer professional/sub professional levels updated edition22444742	
38	1	Child Guidance 9789715812092	
39	1	Child Labor & Laws Against Child Exploitation & Trafficking 9786210219685	
40	1	Children as Engineers 9781032352107	
41	1	Climate Change, Conflict, & (in) Security 9781032455792	
42	1	Cognitive Psychology 9781473791282	
43	1	Conflict's Long Game 9786214483174	
44	1	Circular Economies in an Unequal World 9781350296633	
45	1	Civil service Prof & Sub Prof exam reviewer third edition; 9786219680011	
46	1	Close Reading in Elementary School 9781032505008	
47	1	Collaborative Assessment for Multilingual Learners and Teachers, 9781071930861	
48	1	Communicating as Professionals 9780170465632	
49	1	Comprehensive Guide to Fermentation Process 9781666867398	
50	1	Comprehensive Study of Veterinary Anestisia & Pain Management 9798886263503	
51	1	Consumer Behavior & Digital Transformation 9781032149769	
52	1	Contemporary Strategic Management 978 81 970330 1 8	
53	1	Core Concepts in Hospitality & Tourism: Restaurant Service Basics	
54	1	Counselling Children 9781529669022	

ITEM NO.	QTY	ITEM DESCRIPTION	
55	1	Counselling Skills: Theory, Research & Practice 9780335250158	
56	1	Crafting & Executing Strategy 9781260565744	
57	1	Crafting Curriculum and Planning Lessons 978819692002 9	
58	1	Creative Design & Innovation 9781032407081	
59	1	Crop Protection 9789395337199	
60	1	Cryptography and Computational Number Theory 9781647267063	
61	1	Cultivating Fertile Ground 9781774699461	
62	1	Currently Issues : Deforestation 9781984689528	
63	1	Curriculum Design and Lesson Planning 978819707494 3	
64	1	Cybersecurity First Principles 9781394173082	
65	1	Delicious Soups 9781788791960	
66	1	Design and analysis in educational research using Jamovi 9780367723088	
67	1	Developing Communication Skills for Veterinary Practice 9781119382713	
68	1	Development in Environmental Biotechnology 9781666867312	
69	1	Disciplinary Literacies 9781462552870	
70	1	E-Paper Displays 9781119745587	
71	1	Early Literacy Instruction & Intervention 9781462553655	
72	1	Eco-tourism & Development 9789395577274	
73	1	Education in the globalized tech era: intersections of learning and technology, 2024, 9781962439251	
74	1	Educational organization, management and planning, 2024, 9789392407949	
75	1	Effective Communication for Nursing Practice 9781529611885	
76	1	Eight Secrets to Healthy Living 9789715812986	
77	1	Electric Power Conversion & Micro-Grids 9781984681034	
78	1	Electrical Wiring Industrial 9780357767245	
79	1	Electrical Wiring Residential 9780357766965	

ITEM NO.	QTY	ITEM DESCRIPTION	
80	1	Electronics Technology Basics 9788197074981	
81	2	Empowering Change Through Social Entrepreneurship Obe Approach 978621427252 5	
82	1	Engineering Economy 9781266091797	
83	1	Engineering Fundamentals 9780357684429	
84	1	Engineering of Tissue & Plant Renewal 9781835352489	
85	1	Enigmatic objects: notes towards a history of the museum in the Philippines; 9786214482658	
86	1	Entrepreneurship, Innovation & sustainable Growth 9781032522432	
87	1	Entrepreneurship9781529621877	
88	1	Entrepreneurship in Tourism & Hospitality 9789395577311	
89	1	Environmental & Natural Resources Laws 9786210217995	
90	1	Essentials of Maternity, Newborn, and Women's Health Nursing 9781975245511	
91	1	Ethics in Public Service ETHICPS23C 9786210222098	
92	1	Exploring Gender & Society 9786214091973	
93	1	Financial Analysis & Reporting 9786214271771	
94	1	Financial Management 9786210450866	
95	1	Fifty Years of Philippine independence Stories from a Half Century 978 621 409 266 6	
96	1	Fluid Mechanics 9781774697832	
97	1	Fluid Mechanics with Civil Engineering Applications 9781264787296	
98	1	Food Science and Quality Management 9781666870589	
99	1	Food Science Processing Technology 9798887150123	
100	1	Forest Genetics & Tree Breeding 9781799600817	
101	1	Foundations of Adult Nursing 9781529775976	
102	1	Foundations of Mathematics (NO ISBN) 9798888363607	
103	2	Foundations of Special and Inclusive Education 978621451053 5	

ITEM NO.	QTY	ITEM DESCRIPTION	
104	1	Frontier Research: Road & Traffic Engineering9781032304212	
105	1	Fundamentals of Accounting (Vol 2) 9786219674010	
106	1	Fundamentals of Food Biotechnology 9781666870565	
107	1	Fundamentals of fluid mechanics; 9788196980740	
108	1	Fundamentals of GAME Design 9781984689665	
109	1	Fundamentals of Industrial Instrumentation & Process Control 9781260122251	
110	1	Future of Agriculture 9781984659811	
111	2	Gender & Society 9786214271726	
112	1	Gender & Society with Peace Education 9786214092307	
113	1	General Education Essentials 9781642674859	
114	1	Generalist Practice with Organizations & Communities 9781305943292	
115	1	Genetic Techniques in Forest Tree Breeding 97816668703129	
116	1	Geographical Information System 9781032380469	
117	1	Geology: Earth in Perspective 9780357117330	
118	1	Going Global: How psychologists Can Meet a World of Need 9781433836435	
119	1	Governor of the Cordillera 9786214483105	
120	1	Guidance & Counseling in Educational Setting 9788196972240	
121	1	Handbook of Exact Solutions to Mathematical Equations 9780367507992	
122	1	Healing Wonders Herbs 9789715813013	
123	1	Healing Wonders of Charcoal 9789715811866	
124	1	Healing Wonders of Diet 97815810136	
125	1	Health Tourism & Hospitality: Spas, Wellness & Medical Travel 9781774698891	
126	1	Healthy Choices 9789715812580	
127	1	Healthy Foods Healthy Lives 9789715812719	

ITEM NO.	QTY	ITEM DESCRIPTION	
128	1	Healthy Herbs & Spices 9789715812900	
129	1	Heritage Language Program Direction 9781032189994	
130	1	High Impact Design for Online Courses9781032580654	
131	1	HIST 5 9781337294065	
132	1	Hydraulics and Pneumatics in Environmental Engineering 9781399266142	
133	1	Hydroponic Food Production 9781774699300	
134	1	Implementing Cloud Robotics for Practical Applications 9783031169076	
135	1	In Defense of the World's Most Despised Species 9781032536453	
136	1	Innovation & Entrepreneurship9781394219704	
137	1	Innovative Approaches to Teaching & Assessing Teamwork in Higher Education 9781032581590	
138	1	Integrated Protected Area Management 9781639896691	
139	1	Intercropping System 9789394490420	
140	1	Intercultural Communication for Everyday Life 9781119897903	
141	1	International Relations: Power Struggles & Balancing Act 9788621021981	
142	1	Introduction to Cinematography 9781032408842	
143	1	Introduction to Multicultural Counseling for Helping Professionals, 9781032189307	
144	1	Introduction to Philippine Government & Politics 9789719655633	
145	1	Introduction to Philippine politics and governance: with basic constitutional provisions; 9789719655817	
146	1	Introduction to Physical Education, Exercise Science & Sports 9781266914959	
147	1	Introduction to Recreation & Leaisure9781718212381	
148	1	Introduction to research; 9786214271856	
149	1	Introduction to Sports Physiology & Exercise 9781666871630	
150	1	Introduksiyon sa Pamamahayag 9786210451610	

ITEM NO.	QTY	ITEM DESCRIPTION	
151	1	Inventory Management & Control 9786214271368	
152	1	Labor Relations Management & Negotiations 9786214271382	
153	1	Language Teacher Wellbeing Across the Career Span9781800412798	
154	1	Leadership , 9781529603477	
155	1	Learn Programming with C 9781032283555	
156	1	Learning & Behavior 9781032637808	
157	1	Learners With Emotional, Behavioral, Language, & Communication Disabilities 9786210450446	
158	1	Living in the Environment 9780357142202	
159	1	Make It, Wear It 9781260116151	
160	1	Managing Employment Relations 9781398618121	
161	1	Marketing Communications9781292400327	
162	1	Maynard's Industrial Systems Engineering Handbook9781260461565	
163	1	Meeting the Challenges of Data Quality Management 9780128217375	
164	1	Microbiology of Soil 9781835351918	
165	1	Microwave Photonics 9781394205288	
166	1	Milady Standard 9781305100558	
167	1	Milk & Milk Products Technology 9781799600466	
168	1	Modern Business Statistics 9780357131381	
169	1	Modern Hydronic Heating & Cooling 9781337904919	
170	1	Modern Methods of Construction and Innovative materials 9781032414829	
171	1	Modern Power System Analysis 9780367655068	
172	1	Modern Technologies in Forest Management 9781799600855	
173	1	Monitoring Biodiversity Combining Environmental & Social Data 9781032015941	
174	1	National Service Training Program 1: An Outcome-Based Learning Module 9786214510474	
175	1	Natural Products in Pest Management 9789395791953	

ITEM NO.	QTY	ITEM DESCRIPTION	
176	2	Natural Remedies Encyclopedia	
177	1	Navigating Agricultural Extension 9788196458850	
178	1	Navigating Human Behavior in Organizations 9786214272358	
179	1	Nuggets of Wisdom 9715811574	
180	1	Nutrition & Metabolism 9781119840237	
181	1	Nutrition Therapy & Pathophysiology 9780357041710	
182	1	Nutritional Sciences 9781337565332	
183	1	Object Oriented Programming 9781774697597	
184	1	Organic Chemistry 9780357451861	
185	1	Organizational Behaviour in Tourism Planning & Management 9798887153834	
186	1	Pasture & Range Management 9789395337502	
187	1	PATH-FIT 2: Exercise-Based Fitness Activities 9786214092062	
188	1	Pesticides, Organic Contaminants, and Pathogens in Air 9780367485672	
189	1	Phase-Locked Locked Loops 9781119909040	
190	1	Philippine Disaster Risk Reduction & Management System with Related Laws & The Constitution 9786210221718	
191	1	Philippine Politics & Governance with 1987 Philippine Constitution 9786214271443	
192	1	Physical Education & Health:Aquatic (Basic Swimming) & Mountaineering 9789719655145	
193	1	Philippine Indigenous Communities 9786210225198	
194	1	Phytomycology & Molecular Biology of Plant Pathogen Interactions 9780367755072	
195	1	Plant Breeding Principles & Methods 9781804063255	
196	1	Plant Pathogen Resistance Biotechnology9781984680846	
197	1	Plant Systematics9780367779665	
198	1	Plants & Society 9781266281624	
199	1	Plants, Genes, & Crop Biotechnology 9798887150185	

ITEM NO.	QTY	ITEM DESCRIPTION	
200	1	Post Imperial Perspectives on Indigenous Education 9780367553074	
201	1	Practical Manual on Agronomy 9789383992782	
202	1	Practical Manual on Fundamentals of Agricultural Extension Education 9789383992843	
203	1	Prescription to Health 9789715812023	
204	1	Principles & Practices of Plant Breeding, Plant Propagation & Nursery Management 9798891612273	
205	1	Principles of Fermentation Technology 9781666888461	
206	1	Principles of Hotel Front Office Operations 9789352694297	
207	1	Principles of Organic Farming9789383992768	
208	1	Principles of Physical Chemistry 9781119852667	
209	1	Principles of Plant Biochemistry & Forest Management 9781666867091	
210	1	Principles of Plant Pathology 9789358870824	
211	1	Principles of Topology 9798888363744	
212	1	Principles of Toxicology 9781774697771	
213	1	Professional Event Coordination 9789352697540	
214	1	Program Management 9781119931287	
215	1	Psychology: Perspective & Connections 9781260092004	
216	1	Psychology: The Science of Mind & Behavior 9781647263362	
217	1	Psychopathology: An Integrative Approach to Mental Disorders 9780357657843	
218	1	Python Programming for Engineers & Scientists 9798214002446	
219	1	Qualitative and quantitative research (with statistics) for political science and public administration; 9786214092888	
220	1	Qualitative Research 9786210225181	
221	1	Qualitative Research Writing 9781071818107	
222	1	Rainfed Agriculture 9781032024608	
223	1	Readings From Programming with Python 9780357637456	

ITEM NO.	QTY	ITEM DESCRIPTION	
224	1	Reflective Supervision in Education 9781839974106	
225	1	Research and thesis writing with tips in oral presentation; 9786214063710	
226	1	Research for educators, 2024, 9780170460446	
227	1	Research Methods & Statistics in Psychology9781032105666	
228	1	Resurrecting History 9786214483082	
229	1	Revenue Management 9786214780563	
230	1	Reviewer for the Civil Service Examination 9786214510481	
231	1	Reviewer for the civil service examination 4th edition; 9789718590256	
232	1	Review of Medical Microbiology & Immunology 9781260288445	
233	1	Risk Management & Financial Institutions9781119932482	
234	1	Risk Management for Geotechnical Engineering9781032222660	
235	1	Run Healthy 9781718203747	
236	1	Scientific Foundations & Practical Applications of Periodization 9781492561675	
237	1	Sedimentology & Stratigraphy 9781119417286	
238	1	Separation Techniques For Food Industries 9781666870503	
239	1	Sewing From Basic to Expert (NO ISBN	
240	1	Sine Tala Series 9786214483181	
241	1	Social Entrepreneurship and Innovation 9781071811597	
242	1	Social Justice through Pedagogies of Multiliteracies, 9781032567891	
243	1	Social Psychology & Human Nature 9780357946305	
244	1	Soil Science 9789395337311	
245	1	Soil Science as an Ecological Study 9781774694534	
246	1	Speech, Language, & Communication for Healthy Little Minds 9781032371252	
247	1	Statistical Methods for Environmental Science 9781641729758	
248	1	Steels : Structure, Properties & Design 9780443184918	
249	1	Stories from the Other Side and Other Narratives 9786214092161	

ITEM NO.	QTY	ITEM DESCRIPTION	
250	1	Strategic Planning and+C262:C272 Policy Handbook 978 81 970715 2 2	
251	1	Strategies for Teaching & Learning in Higher Education 9788196963941	
252	1	Supporting Innovations in Agriculture 9781774698716	
253	1	Sustainable Development Education & Learning 9781788214827	
254	1	Sustainable Solid Waste Management 9788196358921	
255	1	Teacher Speak up, 9780807769522	
256	1	Teaching & Learning STEM 9781394196340	
257	1	Teaching Internship 978621827110 4	
258	1	Teaching science in the elementary grades volume 2: physics, earth and space; 9786214510467	
259	1	Techniques & Application of Genetically Modified Crops 9781666867510	
260	1	Technology of Bioprocessing in Food Production 9781666870473	
261	1	Textbook of Genetics & Biotechnology 9781666867527	
262	1	Textbook of Preventive Veterinary medicine 9798886263541	
263	1	The Art of Self Discovery 9786214092277	
264	1	The Art of Teaching Science 9788119920891	
265	1	The Bloomsbury Handbook of Diversity, Crises and Transformative , 9781350414433	
266	1	The Boba Book 9781984824271	
267	1	The Contemporary World 9786214780457	
268	1	The Economics of Soilless Production 9781774695357	
269	1	The Essentials of Writing 9780357640005	
270	1	The Government Procurement Reform Act 9786210450057	
271	1	The Handbook of Government Procurement Law in the Philippines 9786210217766	
272	1	The Handbook of Student Affairs Administration 9781119691976	
273	1	The Innovative Seller 9781394180240	

ITEM NO.	QTY	ITEM DESCRIPTION	
274	1	The Law on Public Officers 9786210221695	
275	1	The Modern Clinician's Guide to Working with LGBTQ+ Clients 9780367077303	
276	1	The Molecular Basis of Plant Genetic Diversity 9781984635839	
277	1	The Nordic Education Model in Context 9781032110462	
278	1	The Properties of Gases & liquids 9781260116342	
279	1	The Sage Handbook of Online Higher Education 9781529604368	
280	1	The Skilled Helper 9781473791305	
281	1	The Teacher and the Community, School Culture, and Organizational Leadership 978621827130 2	
282	1	The Teacher's Guide to Successful Professional Learning Networks 9780335251087	
283	1	Timby's Fundamental Nursing Skills and Concepts 9781975220778	
284	1	Training & Supervision in Sport & Exercise Psychology 9781032434179	
285	1	Transcendence: Understanding Complementary Global Dynamics, Issues & Challenges 9786214092499	
286	1	Understanding the Self 9786214780440	
287	1	Unraveling the Absolute Moral Principle:Ethics for College Students 9786214092291	
288	1	Urban Forests & Trees 9781666870251	
289	1	Various types of assessment in education, 2023, 9781774694671	
290	1	Vocational Education 9781788824149	
291	1	Weed management: Harmful Effects on Agriculture 9781666868074	
292	1	Writing strategies for the education dissertation, 2021, 9780367627058	

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. The mandatory provisions of Required Forms shall be considered as per GPPB Circular No. 4-2020

c. 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 - Platinum Membership (all pages) **in accordance with Section 8.5.2 of the IRR**

Technical Documents

☐ (b) Statement of the prospective bidder of all 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 *(Sample form in Section IX)*; **and**

☐ (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA 9184, within the relevant period as provided in the bidding documents *(Sample form in Section IX with supporting documents);* **and**

☐ (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or Original copy of Notarized Bid Securing Declaration; **and**

☐ (e) Conformity with the Technical Specifications; **and**

☐ (f) Schedule of Requirements; **and**

☐ (g) Manpower Requirements; **and**

☐ (h) Aftersales/parts; **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 prospective bidder's computation of Net Financial Contracting Capacity (NFCC); *(see sample form in Section IX)*, which shall contain the following mandatory provisions.

1. Name of the project to be bid; **and**

2. ABC to be bid; **and**

3. Amount of value of bidder's current assets based on Audited Financial Statement (AFS); **and**

4. Amount or value of bidder's current liabilities based on AFS; **and**

5. Amount or value of all outstanding or uncompleted portions of the projects under ongoing contract, including awarded contracts yet to be started. **or** A Committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

☐ (k) 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

☐ 1. Orginal of duly signed anc accomplished Financial Bid Form; **and**

☐ 2. Original of duly signed and accomplished Price Schedule (s).

Notes:

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

a. This checklist is only a guide to the prospective bidder/s. Each prospective bidder shall take responsibility to ensure the completeness of its submission after taking the steps to carefully examine all of the Bidding Documents and its amendments.

b. All photocopied documents shall be marked "certified true copy of the original document" with corresponding signature over printed name of the bidder or its duly authorized representative and indicating the position in the company.

c. Bidder should follow the sequence of items in the checklist of documents for submission and to use tabs to facilitate the inspection process.

d. Incomplete required documents and expired licenses/ permit shall be a ground for disqualification.

e. The documents that will be submitted by the bidder shall be used for procurement purposes only.

f. For items offered, kindly attach brochures, if applicable.

Section IX. Bidding Forms

1. Bid Form
2. Price Schedule for Goods Offered from Abroad
3. Price Schedule for Goods Offered from Within the Philippines
4. Bid Securing Declaration Form
5. Omnibus Sworn Statement (Revised)
6. Net Financial Contracting Capacity (NFCC) Form
7. Statement of Single Largest Completed Contract (SLCC) Form
8. Statement of All Ongoing Government & Private Contracts Form

APPENDIX "1"

Bid Form for the Procurement of Goods

[shall be submitted with the Bid]

BID FORM

Date : _____
Project Identification No. : _____

To: [name and address of Procuring Entity]

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

If our Bid is accepted, we undertake:

a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);

b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;

c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:
Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address Amount and Purpose of
of agentCurrencyCommission or gratuity

_____
_____
_____
(if none, state "None") *]*

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

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

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

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

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

Name: _____

Legal capacity: _____

Signature: _____

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

Date: _____

Price Schedule for Goods Offered from Abroad

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

For Goods Offered from Abroad

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

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

Name: _____

Legal Capacity: _____

Signature: _____

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

Price Schedule for Goods Offered from Within the Philippines

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

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No._____ Page ___of___

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

Name: _____

Legal Capacity: _____

Signature: _____

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

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, Procurement Agent if engaged, 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, Procurement Agent if engaged, 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, Procurement Agent if engaged, 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]

Bid Securing Declaration Form

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

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

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

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f),of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.

3. I/We shall enter into contract with the PE and furnish the required performance security within ten (10) calendar days, from receipt of the Notice of Award.

4. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:

    a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
    b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
    c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant

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

Project Identification No. _____
Project Title: _____
ABC of the Project/Lot/Item to be Bid: _____

CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY (NFCC)
(Please show computation)

This is to certify that our Net Financial Contracting Capacity (NFCC) in Philippine Pesos _____ (₱ _____) is at least equal to the total ceiling price of the goods/services/works we are bidding. The amount is computed as follows:

NFCC = (CA-CL) (15) – C

Where:

CA = Current Assets
CL = Current Liabilities
C = value of all outstanding or uncompleted portions of contracts/projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract of the bid.

Issued this _____ day of _____, 20___.

(Company Authorized Representative)
NAME:
DESIGNATION:

Note: Kindly attach supporting documents.

Procuring Entity: *Benguet State University*
Name of Project:
Location of the Project:

Statement of Single Largest Completed Contract (SLCC) which is Similar in Nature

Business Name:
Business Address:

Name of Contract	Date of Contract	a. Owner's Name b. Address c. Telephone Nos. d. Contact Person e. Email Address	Contract Amount	Contract Duration	Date of Delivery	Date of Acceptance (Sales Invoice/OR)	Description/s of the similar project/s
GOVERNMENT							
PRIVATE							

Note: Kindly attach documents to support the above statement.

Submitted by : _____
Print Name and Signature
Designation : _____

Date : _____

Procuring Entity: *Benguet State University*
Name of Project:
Location of the Project:

Statement of All Ongoing Government & Private Contracts Including Contracts Awarded but Not Yet Started

Business Name:
Business Address:

Name of Contract (A)	Date of Contract (B)	Contract Duration (C)	a. Owner's Name b. Address c. Telephone Nos. d. Contact Person e. Email Address (D)	Kinds of Goods (E)	Contract Amount (F)	Partial Delivery		Value of Outstanding Contract/Undelivered Portion (I) (F-H)
						Date (G)	Amount (H)	
GOVERNMENT								
PRIVATE								

Note: Kindly attach documents to support the above statements.

Submitted by : _____
Print Name and Signature
Designation : _____

Date : _____

Republic of the Philippines
gppb
Government Procurement Policy Board