

PHILIPPINE BIDDING DOCUMENTS

Supply and Delivery of Various Foreign/Local Books for Updating of Library Collection

Government of the Republic of the Philippines

PRE-BID CONFERENCE:

October 9, 2025 (Thursday)

2:00 P.M.

**Second Floor, Multimedia Room,
Edilberto P. Dagot Hall**

BID OPENING:

October 21, 2025 (Tuesday)

2:00 P.M.

**Second Floor, Multimedia Room,
Edilberto P. Dagot Hall**

Sixth Edition

July 2020

Preface

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

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

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

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

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

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

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

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

CDA - Cooperative Development Authority.

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

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

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

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

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

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

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

UN – United Nations.

Section I. Invitation to Bid



Republic of the Philippines
PHILIPPINE NORMAL UNIVERSITY
Taft Avenue, Manila

SUPPLY AND DELIVERY OF VARIOUS FOREIGN/LOCAL BOOKS FOR UPDATING OF LIBRARY COLLECTION

1. The **Philippine Normal University**, through the **GAA/STF 101/164 2025** intends to apply the sum of **Two Million Four Hundred Thousand Pesos (Php 2,400,000.00)** being the ABC to payments under the contract for **Supply and Delivery of Various Foreign/Local Books for Updating of Library Collection (GD 2025-10-111)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Philippine Normal University** now invites bids for the above Procurement Project. Delivery of the Goods is required by **Sixty (60) Calendar Days**. Bidders should have completed, within **Three (3) Years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

Lot	Item description / Title	Approved Budget for the Contract (ABC)
1	Behavioral and Social Sciences	492,438.40
2	Creative Expressions and Human Movement Education	173,756.80
3	Education and Information Sciences	412,188.00
4	Languages and Literature	600,156.00
5	Science, Technology, and Mathematics	721,460.80
	Total	P 2,400,000.00

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 **PNU BAC Secretariat** and inspect the Bidding Documents at the address given below during **7:00 A.M. - 4:00 P.M. (Monday-Friday)**.

5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 2-21, 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 of:

Lot	Item description / Title	Price
1	Behavioral and Social Sciences	500.00
2	Creative Expressions and Human Movement Education	200.00
3	Education and Information Sciences	400.00
4	Languages and Literature	600.00
5	Science, Technology, and Mathematics	700.00
	Total	P 2,400.00

The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.

6. The **Philippine Normal University** will hold a Pre-Bid Conference on **October 9, 2025 (Thursday); 2:00 P.M. at the Edilberto P. Dagot Hall (Multimedia Room)**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below, on or before **October 21, 2025 at 1:30 P.M.** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **October 21, 2025 (Tuesday); 2:00 P.M.** at the **Edilberto P. Dagot Hall (Multimedia Room)**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Philippine Normal University** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

Dr. Denmark L. Yonson
BAC Secretariat Office
Room 202, Second Floor, Old ITL Building
bac.secretariat@pnu.edu.ph
Telefax: 5317-1768 loc. 730/731
www.pnu.edu.ph

12. You may visit the following websites:

For downloading of Bidding Documents: *<https://www.pnu.edu.ph/bidding-opportunities/>*

October 2, 2025

(SGD.) DENMARK L. YONSON
Chairperson, R-BAC

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, **Philippine Normal University** wishes to receive Bids for the **Supply and Delivery of Various Foreign/Local Books for Updating of Library Collection** with identification number **GD 2025-10-111**.

The Procurement Project (referred to herein as “Project”) is composed of **Five (5) Lots**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for **GAA/STF 101/164 2025** in the amount of **Two Million Four Hundred Thousand Pesos (Php 2,400,000.00)**.

2.2. The source of funding is:

- a. NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

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

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

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

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

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

5. Eligible Bidders

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

5.2.

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

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

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

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

6. Origin of Goods

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

7. Subcontracts

7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- b. Subcontracting is not allowed.

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

7.3. *[If subcontracting is allowed during the contract implementation stage, state:]* The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

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

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

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

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **Three (3) 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:
 - a. Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until **One Hundred Twenty (120) Calendar Days**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

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

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

16. Deadline for Submission of Bids

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

17. Opening and Preliminary Examination of Bids

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

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

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

18. Domestic Preference

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

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case may be. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:

Option 2 – One Project having several items grouped into several lots, which shall be awarded as separate contracts per lot.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

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

21. Signing of the Contract

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

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> a. Supply and Delivery of Various Foreign/Local Books. b. Completed within Three (3) Years prior to the deadline for the submission and receipt of bids.
7.1	No further instructions.
12	The price of the Goods shall be quoted DDP Manila or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than Lot 1 - Php 9,848.77; Lot 2 - Php 3,475.14; Lot 3 - Php 8,243.76; Lot 4 - Php 12,003.12; Lot 5 - Php 14,429.22 [2% of ABC], 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 Lot 1 - Php 24,621.92; Lot 2 - Php 8,687.84; Lot 3 - Php 20,609.40; Lot 4 - Php 30,007.80; Lot 5 - Php 36,073.04 [5% of ABC] if bid security is in Surety Bond.
19.3	<p>Lot 1 - Behavioral and Social Sciences (ABC: Php 492,438.40) Lot 2 - Creative Expressions and Human Movement Education (ABC: Php 173,756.80) Lot 3 - Education and Information Sciences (ABC: Php 412,188.00) Lot 4 - Languages and Literature (ABC: Php 600,156.00) Lot 5 - Science, Technology, and Mathematics (ABC: Php 721,460.80)</p>
20.2	<p>No further instructions.</p> <p>Documents submitted during post-qualification or as part of post qualification documents must be certified by the authorized representative to be true copy/ies from the original.</p>
21.2	No further instructions.

Section IV. General 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

Special Conditions of Contract

GCC Clause	
1	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p> <p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <i>[indicate place of destination]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <i>[indicate place of destination]</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is:</p> <p><i>Dr. Denmark L. Yonson</i> <i>Chairperson, Bids and Awards Committee</i> <i>Philippine Normal University</i> <i>Taft Avenue, Manila</i> <i>Telefax (02) 5317-1768 loc. 737 / 738</i></p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;

	<p>d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and</p>
	<p>e. training of the Procuring Entity's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.</p> <p>f. <i>[Specify additional incidental service requirements, as needed.]</i></p> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. <p>The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the costs thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of five (5) years for compressor, one (1) year for parts and three (3) months for workmanship warranty period.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within one (1) month of placing the order.</p>

	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>

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

Section VI. Schedule of Requirements

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

Lot Number	Description	Quantity	Total	Delivered, Weeks/Months
1	Behavioral and Social Sciences	100 titles	Php 492,438.40	Sixty (60) Calendar Days
2	Creative Expressions and Human Movement Education	45 titles	Php 173,756.80	Sixty (60) Calendar Days
3	Education and Information Sciences	102 titles	Php 412,188.00	Sixty (60) Calendar Days
4	Languages and Literature	150 titles	Php 600,156.00	Sixty (60) Calendar Days
5	Science, Technology, and Mathematics	159 titles	Php 721,460.80	Sixty (60) Calendar Days

Section VII. Technical Specifications

Technical Specifications

Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence.

Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection.

A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.

Lot 1 - Behavioral and Social Sciences (ABC: Php 492,438.40)

Item No.	Unit	Item Description	Quantity	Statement of Compliance “Comply” or “Not Comply”
		FOREIGN BOOKS- Behavioral and Social Sciences		
1	copy	Lockman, Jeffrey J. / Advances in Child Development and Behavior (Volume 67) 1st Edition, c2024, Academic Press, ISBN 978-0443294242, HC	1	
2	copy	Bornstein, Marc H. (editor) / Developmental Science: An Advanced Textbook 8th Edition, c2024, Routledge, ISBN 978-1032480503, PB	1	
3	copy	Fitzpatrick, Michael , Neild, Raschelle , et al / Foundations of Special Education: Understanding Students with Exceptionalities, c2023, Kendall Hunt Publishing, ISBN 979-8765763773, PB	1	
4	copy	Mr. Mora, Joseph Christian and Ms. Bitangcor, Monette Mora / Foundation of Special Education, c2024, Independently published, ISBN 979-8324632922, PB	1	

5	copy	Veale, Natasha W. / How to Retain Special Education Teachers: A Transformational Leadership Guide for School Administrator, c2025, Myers Education Press, ISBN 978-1975507077, PB	1	
6	copy	Slanda, Dena D. , Pike, Lindsey , et al / The Classroom Teacher's Guide to Special Education: Essential Knowledge, Skills, and Mindsets (Special Education Law, Policy, and Practice), c2025, Rowman & Littlefield Publishers, ISBN 978-1538177464, HC	1	
7	copy	Laviano, Jennifer and Swabnson, Julie / IEP Guide for All: What Parents and Teachers Need to Know About Individualized Education Programs, c2025, Childrens Health Defense Books, ISBN 978-1648210235, PB	1	
8	copy	Cowdery, Glynnis E. And Allen, Eileen / The exceptional child inclusion in early childhood education 9th edition, c2024, CENGAGE INDIA, ISBN 978-9360533717, PB	1	
9	copy	Smeddy, Jennifer / Early Childhood Education: Preparation in Teaching and Administration, c2023, Training Learning & Consulting, ISBN 979-8988572909, PB	1	
10	copy	File, Nancy , Barbour, Nancy E. , et al (editors) / Seven Crucial Conversations in Early Childhood Education: Where Have We Been and Why Does It Matter? (Early Childhood Education Series) 1st Edition, c2024, Teachers College Press, ISBN 978-0807769300, PB	1	
11	copy	Beaver, Nancy and Wyatt, Susan / Early Education Curriculum: A Child's Connection to the World (MindTap Course List) 8th Edition, c2022, Cengage Learning, ISBN 978-0357625446, PB	1	
12	copy	Pierce, Shari / Life Skills: A Handbook for Parents & Teachers of the Intellectually Disabled, c2023,	1	

		Shari Pierce, ISBN 979-8987718506, PB		
13	copy	Lutz, Amy S. F. / Chasing the Intact Mind: How the Severely Autistic and Intellectually Disabled Were Excluded from the Debates That Affect Them Most, c2023, Oxford University Press, ISBN 978-0197683842, HC	1	
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15	copy	Poco Publishing / Non Verbal Communication Book With Pictures and Words: Picture Book for Kids and Senior With Autism, Speech Therapy Material for Special Needs and Speech Delay Kids, c2024, Independently published, ISBN 979-8326127976, PB	1	
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18	copy	Clifton, Jewel D / Raising Independent Autistic Teens: A Grab-And-Go Guide With Relatable and Achievable Steps Parents and Carers Can Use to Encourage Independence in Your Teens With Autism, c2024, Independently published, ISBN 979-8345993927, PB	1	
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98	copy	Minarik, Darren (Editor) / Creating and Inclusive Social Studies Classroom for Exceptional Learners, c2024, Information Age Publishing, ISBN 979-8887306452, PB	1	

99	copy	Mertler, Craig A. / Action Research: Improving Schools and Empowering Educators (7th Edition), c2024, SAGE Publications, ISBN 978-1071849460, PB	1	
100	copy	Daniela , Linda (Editor) / Inclusive Digital Education (Educational Communications and Technology: Issues and Innovations) 1st ed., c2023, Springer, ISBN 978-3031147777, PB	1	

Lot 2 - Creative Expressions and Human Movement Education (ABC: Php 173,756.80)

Item No.	Unit	Item Description	Quantity	Statement of Compliance “Comply” or “Not Comply”
		ICEHME BOOKS- Creative Expressions and Human Movement Education		
1	copy	Kaur, Mandeep (Author) / Traditional Mediums, Materials, and Techniques in Visual Arts: A Step-by-Step Guide, c2023, Independently published, ISBN 979-8859901418, PB	1	
2	copy	Hand (Author, Editor), Richard J. (Author, Editor), Wilson (Editor), Michael (Editor) / Grand-Guignolesque: Classic and Contemporary Horror Theatre (Exeter Performance Studies), c2022, University of Exeter Press, ISBN 978-1804130155, HC	1	
3	copy	Kelly, D. and de Medeiros, Aguiar / Language debates: Theory and reality in language learning, teaching and research, c2022, John Murray Learning, ISBN 978-1529372250, PB	1	
4	copy	Roesner, David (Editor) and Quick, Tamara Yasmin (Editor) / Music and Sound in European Theatre (Routledge Advances in Theatre & Performance Studies), c2024,	1	

		Routledge, ISBN 978-1032675114, HC		
5	copy	Schonbrun, Marc / The Everything Music Theory Book, 3rd Edition: Take Your Understanding of Music to the Next Level (Everything® Series), c2025, Everything, ISBN 978-1507223369, PB	1	
6	copy	Nielsen, Matthew D / The Technique of Choral Writing: A Comprehensive Guide to Composing and Arranging for Vocal Ensembles, c2024, Nielsen Press, ISBN 979-8218435943, HC	1	
7	copy	Lakatos, Anna / The Music Producer's Creative Guide to Ableton Live 11: Level up your music recording, arranging, editing, and mixing skills and workflow techniques , c2023, Packt Publishing, ISBN 978-1801817639, PB	1	
8	copy	Feldman, Evan / Instrumental Music Education, c2024, Routledge, ISBN 978-1032432038, PB	1	
9	copy	Colwell, Richard J. / The Teaching of Instrumental Music 6th Edition, c2024, Routledge, ISBN 978-1032524986, PB	1	
10	copy	Pleasants, Mark / Music Theory for Guitarists: A New Look at Theory to Help Reduce Self-Doubt & Second Guessing Yourself, No Longer Feel Insecure & Frustrated So You , c2023, Independently published, ISBN 979-8866979844, PB	1	
11	copy	Sisler, Tad / VOCAL MASTERY: Use Proven Power Techniques to Elevate Your Singing (Music Mastery Series) , c2024, Modern Renaissance Publishing, ISBN 978-1966258001, PB	1	
12	copy	Greenlane, Stephen / Find Your Own Singing Voice: Vocal Training from Fundamentals to Mastery, Techniques to Help You Enjoy Singing More and More, c2022, Independently published, ISBN 979-8402311251, PB	1	

13	copy	Labut, Joseph A. / Basic Conducting Techniques 8th Edition, c2023, Routledge, ISBN 978-1032024974, PB	1	
14	copy	Greenfield, B. / Boundless: Upgrade Your Brain, Optimize Your Body & Defy Aging,, c2025, Victory Belt Publishing, ISBN 978-1628605396, HC	1	
15	copy	Loekan, M. / Flow in Sport: How to Master the Mental Game Of Peak Performance, paperback, c2024, Independently published, ISBN 979-8880357758, PB	1	
16	copy	Nagrath, A. / Treating Mathematics Anxiety: Inclusive Strategies for Working with Students Exhibiting Mathematics Anxiety, paperback, c2023, Elephant Head, ISBN 979-8218348182, PB	1	
17	copy	Weinberg, R.S. / Foundations of Sport and Exercise Psychology, 8th ed., paperback, c2023, Human Kinetics, ISBN 978-1718207592, PB	1	
18	copy	Bernardi, E. & da Costa, S. / PHYSICAL EDUCATION AND MATHEMATICS: AN ASSERTIVE INTERDISCIPLINARY RELATIONSHIP: Curriculum Connections, paperback, c2022, Our Knowledge Publishing, ISBN 978-6205033104, PB	1	
19	copy	Garcia, M.B. (Editor) / Global Innovations in Physical Education and Health, paperback, c2024, IGI Global, ISBN 979-8369351390, PB	1	
20	copy	Hajianzehaei, Z., Zohrabi, M. & Nejad, Y.S. / Modern Strategies in Physical Education and Sports Management, paperback, c2024, Independently published, ISBN 979-8341160323, PB	1	
21	copy	Bloom, G. / Lonely Planet Philippines (Travel Guide) Paperback, c2024, Lonely Planet; 15th edition, ISBN 978-1838698652, PB	1	

22	copy	Rock, T. & Pridmore, S. / Diving & Snorkeling Guide to Puerto Galera, Philippines (Diving & Snorkeling Guides) Paperback –, c2024, Independently published, ISBN 979-8335344906, PB	1	
23	copy	Christian, D. / Build Your Fight Style: Boxing, MMA, Muay Thai, Kickboxing & Martial Arts (Win Fights Series), PAPERBACK, c2023, Independently published, ISBN 979-8872627159, PB	1	
24	copy	Ellis, R. / The Ultimate Dive: A Guide to Scuba Diving in the Philippines, paperback, c2023, Independently published, ISBN 979-8394342271, PB	1	
25	copy	Keys, B.C. / Guide on mountaineering: Your guide to Philippines highest peak Mount Apo: Embrace adventure, challenge yourself, and experience the breathtaking beauty of the Philippines. Paperback, c2023, Independently published , ISBN 979-8387582196, PB	1	
26	copy	Faynot, G.D. / Technical manuals: progression by modules - from discovery to black belt (Warriors of the Philippines), HARDCOVER, c2023, Independently published, ISBN 979-8866010585, HC	1	
27	copy	Marr, T. / 101 Things Every Young Athlete Should Know: Master Goal Setting, Mental Toughness, Perseverance, Teamwork, Discipline, Nutrition, Injury Prevention, and More! Paperback , c2024, Spotlight Media, ISBN 978-1951806545, PB	1	
28	copy	Mattox, T. / THE VOLLEYBALL COACH'S BOOK OF LISTS: Inspiration and Instruction from Top Coaches , paperback, c2024, Independently published, ISBN 979-8301288630, PB	1	
29	copy	Reed, T. / Mental Toughness for Young Volleyball Players: Inspiring Stories of Mindset Training for Girls in Sports, Paperback, c2024,	1	

		Independently published, ISBN 979-8303227804, PB		
30	copy	Wren, S. / MASTER HANDBALL FOR BEGINNER: Essential Techniques, Drills, and Strategies for Success in Handball Training, Tactics, and Gameplay, Including Goalkeeping Skills and Team Coordination, paperback, c2024, Independently published, ISBN 979-8335929028, PB	1	
31	copy	A new Better Me Publishing (Author) / Volleyball formations: A volleyball guide in teaching 8 different volleyball formations, paperback, c2023, Independently published, ISBN 979-8863978499, PB	1	
32	copy	Factora, M.B., Lopez, J. & Salada, M.P.M. / Musical Folk Games of Manila, Philippines: Mga Katutubong Larong Musikal ng Maynila, Pilipinas, Paperback , c2024, Aweng Publication, ISBN 978-6218416055, PB	1	
33	copy	Maltese,M. / Panantukan: Philippines Street Boxing (The Guides) Paperback, c2024, Independently published, ISBN 979-8879830620, PB	1	
34	copy	Aquatic Exercise Association / Aquatic Fitness Professional Manual, 8TH ED. Paperback , c2025, Human Kinetics, ISBN 978-1718235120, PB	1	
35	copy	Janonis, R. / Comprehensive Curriculum-Based Training for Young Competitive Swimmers (Curriculum-Based Training in Competitive Swimming) Paperback, c2024, COACHOLOGY LLC, ISBN 978-1965415023, PB	1	
36	copy	Ksebati, F. / 101 Ways To Swim Faster: How To Swim Faster and Prevent Injury For Life, c2024, Independently published, ISBN 979-8879077087, PB	1	

37	copy	Valosik, V. / Swimming Pretty: The Untold Story of Women in Water Hardcover, c2024, Liveright, ISBN 978-1324096894, PB	1	
38	copy	Frederiksen, Lynn E. (Editor) / Dance Cultures Around the World First Edition, c2023, Human Kinetics, ISBN 978-1492572329, PB	1	
39	copy	Russell, Jeffrey A. / Dance Injuries: Reducing Risk and Maximizing Performance First Edition, c2024, Human Kinetics, ISBN 978-1718211865, PB	1	
40	copy	Butler, Debs / Secondary Physical Education in Action , c2024, John Catt Educational, ISBN 978-1915261991, PB	1	
41	copy	Flitch, J.E. Crawford / Modern dancing and dancers: Choreographic Figures and Expressions in Early 20th Century Dance, c2024, Bod - Books on Demand, ISBN 978-2322554010, PB	1	
42	copy	Álvarez, Lucía Piquero / Contemporary Dance Choreography and Spectatorship: Embodied Emotion , c2024, Palgrave Macmillan, ISBN 978-3031449642, PB	1	
43	copy	DIBBA, DILIPKUMAR / SPORTS MANAGEMENT AND CURRICULUM DESIGN: IN PHYSICAL EDUCATION AND SPORTS SCIENCES , c2024, LAP LAMBERT Academic Publishing , ISBN 978-6207474929, PB	1	
44	copy	Mendes, Ariane / The non-standardisation of movement in Contemporary Dance , c2024, Our Knowledge Publishing, ISBN 978-6208375126, PB	1	
45	copy	Kerr, Philip / Coaching Team Sports: Watch more, Think more, Shout less, c2024, Independently published, ISBN 979-8323103379, PB	1	

Lot 3 - Education and Information Sciences (ABC: Php 412,188.00)

Item No.	Unit	Item Description	Quantity	Statement of Compliance “Comply” or “Not Comply”
		FOREIGN BOOKS- Education and Information Sciences		
1	copy	Budhai, Stephanie Smith et al... / Culturally Responsive Teaching Online & In Person: An Action Planner for Dynamic Equitable Learning Environments, c2022, Corwin Press, Inc, ISBN 978-1071855270, PB	1	
2	copy	Hewson Kurtis, et. al / Collaborative Response: Three Foundational Components that Transform How We Respond to the Needs of Learners, c2022, Corwin Press, Inc, ISBN 978-1071862810, PB	1	
3	copy	Wearmouth, Janice / Special Educational & Additional Learning Needs an essential guide, c2023, SAGE Publication, Inc., ISBN 978-1529712049, PB	1	
4	copy	Vanderlinde, Ruben (editor) / Teacher educators and their professional development : learning from the past, looking to the future, c2021, Routledge, ISBN 978-0367769086, PB	1	
5	copy	3G Elearning / Measurement and Evaluation in Sports, c2023, 3G E-learning, ISBN 978-1984679291, PB	1	
6	copy	White, Julian / Smart Teaching: A guide for Trainee Teachers, c2022, SAGE Publication, ISBN 978-1529727272, PB	1	
7	copy	Connaway, Lynn Silipigni / Research Methods in Library and Information Science 7th Edition , c2021, Libraries Unlimited, ISBN 978-1440878572, PB	1	
8	copy	Turrou, Angela Chan / The Young Child and Mathematics, Third Edition, c2021, The National Association for the Education of	1	

		Young Children, ISBN 978-1938113932, PB		
9	copy	Talwar, Victoria T / The Truth About Lying: Teaching Honesty to Children at Every Age and Stage (APA LifeTools Series), c2022, APA LifeTools, ISBN 978-1433836213, PB	1	
10	copy	Rodríguez, Noreen Naseem / Social Studies for a Better World: A Guide for Elementary Educators (Equity and Social Justice in Education Series) 2nd edition, c2025, Routledge, ISBN 978-1032710570, PB	1	
11	copy	Claire Hughes / The Psychology of Starting School and How I Feel About My School: An Evidence-Based Guide for Parents and Teachers Guidebook and Storybook Set, c2025, Routledge, ISBN 978-1032914121, PB	1	
12	copy	Huber, Mike / The Power in Pretend: Supporting Children's Power, Identity, and Agency, c2025, Redleaf Press, ISBN 978-1605548487, PB	1	
13	copy	Kriegler, Lili-Ann / The Power of Play: Mastering the 7 Dynamic Learning Zones, c2024, Amba Press, ISBN 978-1923215382, PB	1	
14	copy	Aubrey, Karl / Understanding and Using Challenging Educational Theories, c2024, SAGE Publications Ltd, ISBN 978-1529672206, HC	1	
15	copy	Larimore, Rachel / Reimagining the Role of Teachers in Nature-based Learning, c2024, Routledge, ISBN 978-1032399409, PB	1	
16	copy	Jasper, Kathleen / Teach: A Survival Guide for New Educators, c2023, Independently published, ISBN 979-8373150071, PB	1	
17	copy	Stacey, Susan / Pedagogical Documentation in Early Childhood: Sharing Children's Learning and Teachers' Thinking 2nd Edition, c2023, Redleaf Press, ISBN 978-1605548036, PB	1	

18	copy	Soutter, Madora / Transformative Social and Emotional Learning: Centering Equity and Social Justice in Pre-K–6 Classrooms, c2025, Teachers College Press, ISBN 978-0807787076, PB	1	
19	copy	Vanover, Sarah Taylor / Addressing Anxiety in Young Learners: A Teacher's Guide to Recognizing Needs and Resolving Behaviors, c2023, Brookes Publishing, ISBN 978-1681256498, PB	1	
20	copy	Miller, Jane (Author) / Many Voices: Bilingualism, Culture and Education (Routledge Revivals), c2025, Routledge, ISBN 978-1041084402, HC	1	
21	copy	Jarvis, Peter / Adult Education and Lifelong Learning (Routledge Education Classic Edition), c2024, Routledge, ISBN 978-1032878324, PB	1	
22	copy	Popkova, Elena G. (Editor) / Lifelong Learning in Central Asia: Relevance of the Fourth Industrial Revolution (Education in the Asia-Pacific Region: Issues, Concerns and Prospects, 72), c2025, Springer, ISBN 978-9819619405, HC	1	
23	copy	Knowles, Malcolm / The Adult Learner 10th Edition, c2025, Routledge, ISBN 978-1032481555, HC	1	
24	copy	de Aguiar, José Francisco Ribeiro / Youth and Adult Education (EJA) Study on school dropouts: Study on school dropouts, c2024, Our Knowledge Publishing, ISBN 978-6208306557, PB	1	
25	copy	Johnson, Peggy & Weber, Mary Beth / Fundamentals of Collection Development and Management, Fifth Edition, c2025, ALA Editions, ISBN 979-8892555654, PB	1	
26	copy	Krmpotich, Cara & Stevenson, Alice / Collections Management as Critical Museum Practice, c2025, UCL Press, ISBN 978-1800087064, HC	1	

27	copy	Hibner, Holly & Kelly Mary / Making a Collection Count: A Holistic Approach to Library Collection Management (Chandos Information Professional Series), c2023, Chandos Publishing, ISBN 978-0443153655, PB	1	
28	copy	Janssen, Sarah / The World Almanac and Book of Facts 2023, c2022, World Almanac, ISBN 978-1510772458, HC	1	
29	copy	Lok, John / Organizational Management Strategy, c2022, Notion Press, ISBN 979-8886417371, PB	1	
30	copy	Norman, Clifford L. , Provost, Lloyd P. , et al / Quality as an Organizational Strategy: Building a System of Improvement, c2024, Provident Heierman Press, ISBN 979-8990466135, HC	1	
31	copy	Godin, Seth / This Is Strategy: Make Better Plans (Create a Strategy to Elevate Your Career, Community & Life), c2024, Authors Equity, ISBN 979-8893310160, PB	1	
32	copy	Aguilar, Robert / Forget What You Know About Strategy: The Hazards of Strategic Planning, c2024, First Forecast Press, ISBN 979-8990425415, PB	1	
33	copy	Lok, John / Learning Organizational Strategy Management Science, c2022, Notion Press, ISBN 979-8887046617, PB	1	
34	copy	Pun, Raymond, Eloyan, Arpine , et al / Career Services and Workforce Development Centers for Libraries: A Guide, c2024, Rowman & Littlefield Publishers, ISBN 978-1538186503, HC	1	
35	copy	Jurkowski, Odin L. / Technology and the School Library: A Comprehensive Guide for Media Specialists and Other Educators, c2024, Rowman & Littlefield Publishers, ISBN 978-1538187821, HC	1	

36	copy	Mr Chandigarh, Ayush University & Dr Ramana, Venkata K / Digital Library Management System: Digital Library Management System, c2024, Independently published, ISBN 979-8343737950, PB	1	
37	copy	Hervieux, Sandy (Editor) and Wheatley, Amanda (Editor) / The Rise of AI:: Implications and Applications of Artificial Intelligence in Academic Libraries (Volume 78) (Publications in Librarianship), c2022, Assoc of College & Research Libraries, ISBN 978-0838939116, PB	1	
38	copy	Vong, Silvia / Critical Management Studies and Librarianship: Critical Perspectives on Library Management Education and Practice, c2024, Library Juice Press, ISBN 978-1634001427, PB	1	
39	copy	Webb, William / Serving Scholars, Empowering Minds: A Practical Guide to College Librarianship Careers (Library Professional Development), c2024, Independently published, ISBN 979-8324893705, PB	1	
40	copy	Jablonska, Marlena (Editor), Smoczynski, Marcin (Editor) / Records - Management - Archives, c2024, V&R Unipress, ISBN 978-3847117476, PB	1	
41	copy	Rogers, Corinne and Wieland, Alexandra / Archival Science in Interdisciplinary Theory and Practice, c2024, Rowman & Littlefield Publishers, ISBN 978-1538180013, HC	1	
42	copy	Clement, Tanya E. / Dissonant Records: Close Listening to Literary Archives (Media Origins), c2024, The MIT Press, ISBN 978-0262548724, PB	1	
43	copy	Popper, Nicholas / The Specter of the Archive: Political Practice and the Information State in Early Modern Britain, c2024, University of Chicago Press; First Edition, ISBN 978-0226825977, PB	1	

44	copy	Mambo, Abdulhameed Danjuma (Editor) , Gueye, Assane (Editor) , et al / Innovations and Interdisciplinary Solutions for Underserved Areas: 5th EAI International Conference, InterSol 2022, Abuja, Nigeria, March 23-24, 2022, ... and Telecommunications Engineering, 449) 1st ed. 2022 Edition, c2023, Springer, ISBN 978-3031231155, PB	1	
45	copy	Cooke, Nicole A. / Information Services to Diverse Populations: Developing Culturally Competent Library Professionals, Second Edition (Critical Cultural Information Studies), c2025, ALA Neal-Schuman, ISBN 978-0838938669, PB	1	
46	copy	Villamor, Stephanie Espinoza and Shotick Kimberly / Practical Marketing for the Academic Library, c2022, Libraries Unlimited, ISBN 978-1440872228, PB	1	
47	copy	Walsh, Matilda / The Smart Elementary School Teacher - Essential Classroom Management, Behavior, Discipline and Teaching Tips for Educators (School Teacher Success), c2022, Independently published, ISBN 979-8841640943, HC	1	
48	copy	Lophanor, Renes / I Still Love Teaching Despite Having All The Reasons In The World To Quit: Observations Of The Education System, c2024, selfpublishing.com, ISBN 979-8893169416, PB	1	
49	copy	Reiser, Robert A. / Trends and Issues in Instructional Design and Technology 5th Edition, c2024, Routledge, ISBN 978-1032819754, PB	1	
50	copy	Wegerif, Rupert / The Theory of Educational Technology 1st Edition, c2023, Routledge, ISBN 978-1032056371, PB	1	

51	copy	Russ-Eft, Darlene / Evaluation In Organizations: A Systematic Approach To Enhancing Learning, Performance, And Change, c2024, Basic Books, ISBN 978-1541603622, PB	1	
52	copy	Rahim, M. Afzalur / Managing Conflict in Organizations 5th Edition, c2023, Routledge, ISBN 978-1032258201, PB	1	
53	copy	Andresa A De Souza (Editor) / Behavior Analysis in Higher Education: Applications to Teaching and Supervision, c2024, Vernon Press, ISBN 979-8881900144, PB	1	
54	copy	Marshall, Kim / Rethinking Teacher Supervision and Evaluation: How to Shift the Conversation to Coaching, Continuous Improvement, and Student Learning 3rd Edition, c2024, Jossey-Bass, ISBN 978-1394265251, PB	1	
55	copy	Edwards, Hollie / Reflective Supervision in Education , c2023, Jessica Kingsley Publishers, ISBN 978-1839974106, PB	1	
56	copy	Shelton, Ken / The Promises and Perils of AI in Education: Ethics and Equity Have Entered The Chat, c2024, Lanier Learning, ISBN 979-8990840508, PB	1	
57	copy	Alabay, Gizem Günçavdı (Editor) / Creating Positive and Inclusive Change in Educational Environments, c2024, IGI Global, ISBN 979-8369357835, PB	1	
58	copy	Ziegler, Bill / Trauma-Sensitive School Leadership: Building a Learning Environment to Support Healing and Success, c2022, ASCD, ISBN 978-1416631002, PB	1	
59	copy	Davies, Bradley James / School Leadership from A to Z: How to Lead Well Without Losing Your Way , c2022, Self Publishing, ISBN 979-8887592411, PB	1	

60	copy	Young, Michelle D. (Editor) and Diem, Sarah (Editor) / Handbook of Critical Education Research: Qualitative, Quantitative, and Emerging Approaches , c2023, Routledge, ISBN 978-0367693497, PB	1	
61	copy	Ramonyai, Jerry / Management Methodology: Research Design, Methods, Data Analysis, Questions, Proposal Report Writing, DM9, Quick Reference Guide Handbook, Education, ... Quantitative, Qualitative, Mixed Methods. , c2022, Independently published, ISBN 979-8428625417, PB	1	
62	copy	Hyatt, Laura and Roberts, Carol M. / The Dissertation Journey: A Practical and Comprehensive Guide to Planning, Writing, and Defending Your Dissertation, c2023, Corwin; Fourth edition, ISBN 978-1071891285, PB	1	
63	copy	Shaw, Marie Keen / Using Digital Information Services in the Library Workplace: An Introduction for Support Staff (Library Support Staff Handbooks), c2022, Rowman & Littlefield Publishers, ISBN 978-1538145401, PB	1	
64	copy	Hirsh, Sandra / Information Services Today: An Introduction, Third Edition, c2022, Rowman & Littlefield Publishers, ISBN 978-1538156704, PB	1	
65	copy	Voels, Sarah and Washington, Rosalind A. / Auditing Diversity in Library Collections, c2022, Libraries Unlimited, ISBN 978-1440878749, PB	1	
66	copy	Dalkir, Kimiz / Knowledge Management in Theory and Practice, fourth edition 4th Edition, c2023, The MIT Press, ISBN 978-0262048125, HC	1	
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68	copy	Camlot, Jason (Editor) and Langford, Martha (Editor) , et al / Collection Thinking: Within and Without Libraries, Archives and Museums , c2024, Routledge, ISBN 978-1032252551, PB	1	
69	copy	Blokdyk, Gerardus - The Art of Service / The Operational Excellence Library; Mastering Internship Programs , c2024, 5STARCOoks, ISBN 978-1038873323, PB	1	
70	copy	Silverman, Mark J / The Rising Leader Handbook: Turning High Achievers Into Effective Leaders, c2024, Ink Heart Press, ISBN 978-1738086825, PB	1	
71	copy	Danielson, Charlotte / Enhancing Professional Practice: The Framework for Teaching, c2024, ASCD, ISBN 978-1416633426, PB	1	
72	copy	Martín, Héctor Ruiz / How Do We Learn?: A Scientific Approach to Learning and Teaching (Evidence-Based Education) , c2024, Jossey-Bass, ISBN 978-1394230518, PB	1	
73	copy	Kennedy, Jason / Let's Stop Teaching and Start Designing Learning, c2023, Routledge, ISBN 978-1032431277, PB	1	
74	copy	Phoenix Publisher LLC / Leadership Development: Easy steps to acquire and develop leadership skills fast to succeed as an individual and team member, c2024, Independently published, ISBN 979-8343072259, HC	1	
75	copy	Learning Matters (Author) / The National Curriculum and the Teachers' Standards (Ready to Teach) 4th Edition, c2025, Learning Matters, ISBN 978-1529696943, PB	1	
76	copy	Benes, S. & Alperin, H. / The Essentials of Teaching Health Education: Curriculum, Instruction, and Assessment Third Edition, c2025, Human Kinetics, ISBN 978-1718232020, PB	1	

77	copy	Gronlund, G. & James, M. / Focused Observations, Third Edition: How to Observe Young Children for Assessment and Curriculum Planning, c2025, Redleaf Press, ISBN 978-1605548395, PB	1	
78	copy	Evans, R.R. & Sims, S.K. / Health and Physical Education for Elementary Classroom Teachers: An Integrated Approach Third Edition, c2025, Human Kinetics, ISBN 978-1718234413, PB	1	
79	copy	Hope, Michelle / Building a Strong Foundation: How School Leaders Can Help New Teachers Succeed and Stay, c2025, ASCD, ISBN 978-1416633273, PB	1	
80	copy	Cormier, D.R., Mette, I.M. & Oliveras, Y. / Culturally Responsive Instructional Supervision: Leadership for Equitable and Emancipatory Outcomes, c2024, Teachers College Press, ISBN 978-0807769485, PB	1	
81	copy	Barnett, J.H. / Unleashing Teacher Leadership: A Toolkit for Ensuring Effective Instruction in Every Classroom, c2024, ASCD, ISBN 978-1416632764, PB	1	
82	copy	Flowers, Tiffany A (editor) / The Urban Education Sourcebook on Instruction and Supervision, c2024, Cambridge Scholars Publishing, ISBN 978-1527517523, HC	1	
83	copy	Silverstein, J.G. & Azrieli, V. / Creating a Culture of Excellence: A School Leader's Guide to Best Practices in Teaching, Curriculum, Professional Development, Supervision, and Evaluation (Bridging Theory and Practice), c2024, Rowman & Littlefield Publishers, ISBN 978-1475874549, PB	1	
84	copy	Ippolito, J. & Bean, R.M. / The Power of Instructional Coaching in Context: A Systems View for Aligning Content and Coaching, c2024, The Guilford Press, ISBN 978-1462554010, PB	1	

85	copy	Kafele, Baruti K. / What Is My Value Instructionally to the Teachers I Supervise?, c2024, ASCD, ISBN 978-1416633457, PB	1	
86	copy	Riley, Alison and Aubrey, Karl / Understanding and Using Educational Theories Third Edition, c2022, SAGE Publications Ltd, ISBN 978-1529761306, PB	1	
87	copy	Khoza, Simon Bheki (Editor) / Curriculum Development and Evaluation: Curriculum Components in Action (Constructing Knowledge: Curriculum Studies in Action, c2025, Brill Academic Pub, ISBN 978-9004717978, PB	1	
88	copy	Doan, Laura K. / The Induction of Early Childhood Educators: Retention, Needs, and Aspirations, c2025, Bloomsbury Academic, ISBN 978-1350187450, PB	1	
89	copy	Martin, Lisa / Creative Writing in Post-Secondary Education: Practice, Pedagogy, and Research, c2025, Bloomsbury Academic, ISBN 978-1350470170, HC	1	
90	copy	Niland, Amanda (Editor), Huhtinen-Hilén, Laura (Editor), et. al / Inclusive Education Through the Creative Arts in the Early Years First Edition, c2025, SAGE Publications Ltd, ISBN 978-1529734911, PB	1	
91	copy	Quidwai, Sabha / Designing Schools: How Design Thinking Makes YOU Irreplaceable in the Age of AI , c2024, TeacherGoals Publishing, ISBN 978-1959419297, PB	1	
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120	copy	Govers III, Francis X. / Artificial Intelligence for Robotics: Build intelligent robots using ROS 2, Python, OpenCV, and AI/ML techniques for real-world tasks, c2024, Packt Publishing, ISBN 978-1805129592, PB	1	
121	copy	Bauman, Shannon / AI and Robots: Shaping the Future , c2025, Independently published, ISBN 979-8309838097, HC	1	
122	copy	Imran, Alishba / AI for Robotics: Toward Embodied and General Intelligence in the Physical World , c2025, Apress, ISBN 979-8868809880, PB	1	
123	copy	Sidaoui,Boutkhil / Graph Theory: Concepts and algorithms, c2024, LAP Lambert Academic Publishing, ISBN 978-6208225001, PB	1	
124	copy	Munson, Jen, Kwon, Faith, et.al / The Collaborative Math Classroom: Launching a Student-Centered Mathematical Community 1st Edition, c2023, HEINEMANN, ISBN 978-0325132549, PB	1	
125	copy	Omanov, Behruzjon / General Chemistry, c2024, LAP Lambert Academic Publishing, ISBN 978-6207651009, PB	1	
126	copy	Abramovich, Sergei / Topics in Mathematics For Elementary Teachers: A Technology-Enhanced Experiential Approach 2nd Edition, c2023, Information Age Publishing, ISBN 979-8887305141, PB	1	

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129	copy	Krantz, Steven G. / The Elements of Advanced Mathematics (Textbooks in Mathematics) 5th Edition, c2022, Chapman and Hall/CRC, ISBN 978-1032102795, PB	1	
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131	copy	Jolly, Anne / STEM by Design 2nd Edition, c2024, Routledge, ISBN 978-1032516325, PB	1	
132	copy	Deshmukh, Shailaja & Kashikar, Akanksha / Probability Theory: An Introduction Using R 1st Ed, c2024, Chapman and Hall/CRC, ISBN 978-1032617978, HC	1	
133	copy	Snarr, Ron / Measurement and Evaluation in Physical Activity Applications: Exercise Science, Physical Education, Coaching, Athletic Training, and Health 3rd Edition, c2025, Routledge, ISBN 978-1032719498, PB	1	
134	copy	Tapper, Juliana / Teaching 6-12 Math Intervention: A Practical Framework To Engage Students Who Struggle , c2024, Routledge, ISBN 978-1032766980, PB	1	
135	copy	Gallian, Joseph / Contemporary Abstract Algebra (Textbooks in Mathematics) 11th Edition, c2025, : Chapman and Hall/CRC, ISBN 978-1032778914, HC	1	

136	copy	Mendelson, Elliott / Introduction to Mathematical Logic (Discrete Mathematics and Its Applications) 6th Edition, c2024, Chapman and Hall/CRC;, ISBN 978-1032919140, PB	1	
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139	copy	Smith, Robin L., Gomez, Max, et. al / Cells Are the New Cure: The Cutting-Edge Medical Breakthroughs That Are Transforming Our Health, c2023, BenBella Books, ISBN 978-1637745823, PB	1	
140	copy	Kapur, J.N. / Mathematical Modeling, c2023, Mercury Learning and Information, ISBN 978-1683928744, PB	1	
141	copy	Hanif, Muhammad Bilal / Biochemistry, c2024, Toronto Academic Press, ISBN 978-1774697733, PB	1	
142	copy	Hedronics, Oliver / Complex Analysis: Foundations and Applications, c2024, Fucking Awesome Mathematics , ISBN 978-1779619082, PB	1	
143	copy	Hedronics, Oliver / Advanced Topics in Real Analysis, c2024, Harped Books, ISBN 978-1779660091, PB	1	
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145	copy	Broughton, Barry A. / Comprehensive Anatomy for Martial Arts, c2022, Rustic Studio Publishing , ISBN 978-1939263940, PB	1	

146	copy	Gentle, James E. / Matrix Algebra: Theory, Computations and Applications in Statistics (Springer Texts in Statistics), c2024, Springer, ISBN 978-3031421433, HC	1	
147	copy	Aksoy, Asuman Guven / Fundamentals of Real and Complex Analysis (Springer Undergraduate Mathematics Series) , c2024, Springer, ISBN 978-3031548307, PB	1	
148	copy	Beltukov,Aleksei / Differential Equations and Data Analysis (Synthesis Lectures on Mathematics & Statistics) 2024th Edition, c2024, Springer, ISBN 978-3031622564, HC	1	
149	copy	Papadopoulos, Nikolaos A. and Scheck, Florian A. / Linear Algebra for Physics 2024th Edition, c2024, Springer, ISBN 978-3031649073, HC	1	
150	copy	Xenofontos,Constantinos (Editor) and Nolan, Kathleen T. (Editor) / Critical Perspectives on Mathematics Teacher Education, c2024, Mdpi AG, ISBN 978-3036598819, HC	1	
151	copy	Serov, Valery and Harju, Markus / Complex Analysis and Special Functions: Cauchy Formula, Elliptic Functions and Laplace's Method (De Gruyter Textbook), c2025, De Gruyter, ISBN 978-3111632117, PB	1	
152	copy	Deo,Naokant and Sakai, Ryozi / Introduction to Mathematical Analysis , c2024, Springer, ISBN 978-9819765676, HC	1	
153	copy	Garg, Gaurav / Mind, Body, Molecule: A Guide to Chemical Wellness, c2024, Independently published , ISBN 979-8336090314, PB	1	
154	copy	Harding, James / High School Geometry – 500+ Practice Questions (2024), c2024, Independently published, ISBN 979-8334350380, PB	1	
155	copy	Flux, Jamie / Discrete Mathematics Practice Problems Workbook: 600+ Discrete Mathematics Practice Problems with Full Step by Step Solutions (Math Magicians), c2024, Independently published, ISBN 979-8343146776, PB	1	

156	copy	Flux, Jamie / Elementary Geometry All in One Skills Practice Workbook with Full Step by Step Solutions (Math Magicians) , c2024, Independently published, ISBN 979-8343386202, PB	1	
157	copy	Rowekamp, Brandon Michael / Geometry: A Modern Classical Approach, c2022, Independently published, ISBN 979-8839041974, PB	1	
158	copy	Thompson D. (Editor) / Lessons Learned From Research on Mathematics Curriculum (Research in Mathematics Education), c2024, Information Age Publishing , ISBN 979-8887307091, PB	1	
159	copy	Geraldine O'Dowd BSc (Hons) MBChB (Hons) FRCPath / Wheater's Functional Histology 7th Edition, c2023, Elsevier, ISBN 978-0702083341, PB	1	

Signature over printed name of bidder

Company name

Company address

Contact Numbers:

Tel. Nos.:

Fax/Telefax:

Mobile No.:

Section VIII. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

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

Technical Documents

- ☐ (e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- ☐ (f) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- ☐ (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (i) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- ☐ (j) The Supplier’s audited financial statements, showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- ☐ (k) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC);

or

A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class “B” Documents

- ☐ (l) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;

or

duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

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

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

- ☐ (o) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
☐ (p) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

Contract Agreement Form for the Procurement of Goods (Revised)

[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT

THIS AGREEMENT made the _____ day of _____ 20____ between [name of PROCURING ENTITY] of the Philippines (hereinafter called “the Entity”) of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly [brief description of goods and services] and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures in specified currency]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, *viz.*:
 - i. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
 - ii. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;
 - iii. Performance Security;
 - iv. Notice of Award of Contract; and the Bidder’s conforme thereto; and
 - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

[Insert Name and Signature]

[Insert Name and Signature]

[Insert Signatory's Legal Capacity]

[Insert Signatory's Legal Capacity]

for:

for:

[Insert Procuring Entity]

[Insert Name of Supplier]

Acknowledgment

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

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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

AFFIDAVIT

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

[Insert signatory's legal capacity]

Affiant

[Jurat]

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

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

For Goods Offered from Abroad

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

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

Name: _____

Legal Capacity: _____

Signature: _____

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

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

For Goods Offered from Within the Philippines

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

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

Name: _____

Legal Capacity: _____

Signature: _____

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

Bid Form for the Procurement of Goods

[shall be submitted with the Bid]

BID FORM

Date : _____
Project Identification No. : _____

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

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

If our Bid is accepted, we undertake:

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

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

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

Name and address of agent	Amount	Purpose of Commission or gratuity
---------------------------	--------	-----------------------------------

(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: _____

Bid Securing Declaration Form

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

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

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

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

I/We, the undersigned, declare that:

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

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

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

[Insert signatory's legal capacity]

Affiant

[Jurat]

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

STATEMENT OF ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

Business Name: _____

Business Address: _____

Name of Contracting Party	Contract Date	Duration of Contract	Period (inclusive of dates) of Contract Date of Delivery	Amount of Contract	Kind of Goods

Submitted by: _____
(Printed Name and Signature)

Designation: _____

Date: _____

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO THE CONTRACT TO BE BID

Business Name: _____

Business Address: _____

Name of Completed Contract Note: Attach copy of the SLCC	Contracting Party	Contract Date	Period (inclusive dates) of Contract Date of Delivery	Amount of Contract	End-User's Acceptance or Official Receipt or Sales Invoice Note: Attach copy of proof of acceptance or OR or SI	Definition or description of the project or major categories of work

Submitted by: _____
(Printed Name and Signature)

Designation: _____

Date: _____

