

PHILIPPINE BIDDING DOCUMENTS

**Procurement of
GOODS**

Government of the Republic of the Philippines

**Early Procurement Activity for the
Procurement of eBooks for NLP
Affiliated Public Libraries**

PB24-20

ABC: Php4,000,000.00

**Sixth Edition
November 2024**

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.

Table of Contents

Glossary of Acronyms, Terms, and Abbreviations	4
Section I. Invitation to Bid.....	7
Section II. Instructions to Bidders.....	11
1. Scope of Bid	12
2. Funding Information.....	12
3. Bidding Requirements	12
4. Corrupt, Fraudulent, Collusive, and Coercive Practices.....	12
5. Eligible Bidders.....	12
6. Origin of Goods	13
7. Subcontracts	13
8. Pre-Bid Conference	13
9. Clarification and Amendment of Bidding Documents	13
10. Documents comprising the Bid: Eligibility and Technical Components	13
11. Documents comprising the Bid: Financial Component	14
12. Bid Prices	14
13. Bid and Payment Currencies	15
14. Bid Security	15
15. Sealing and Marking of Bids	15
16. Deadline for Submission of Bids	16
17. Opening and Preliminary Examination of Bids	16
18. Domestic Preference	16
19. Detailed Evaluation and Comparison of Bids	16
20. Post-Qualification	17
21. Signing of the Contract	17
Section III. Bid Data Sheet	18
Section IV. General Conditions of Contract	20
1. Scope of Contract	21
2. Advance Payment and Terms of Payment	21
3. Performance Security	21
4. Inspection and Tests	21
5. Warranty	22
6. Liability of the Supplier	22
Section V. Special Conditions of Contract	23
Section VI. Schedule of Requirements	27
Section VII. Technical Specifications	28
Section VIII. Checklist of Technical and Financial Documents	31

Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

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

CDA - Cooperative Development Authority.

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

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

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

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

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

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

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

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

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

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

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

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

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

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



**Republic of the Philippines
NATIONAL LIBRARY OF THE PHILIPPINES**

**INVITATION TO BID FOR THE EARLY PROCUREMENT ACTIVITY OF
THE PROCUREMENT OF eBooks FOR NLP AFFILIATED PUBLIC
LIBRARIES**

1. The **National Library of the Philippines (NLP)**, through the **FY 2025 National Expenditure Program (NEP)** intends to apply the sum of **Four Million Pesos (Php4,000,000.00)** being the ABC to payments under the contract for **PB24-20 Early Procurement Activity for the Procurement of eBooks for NLP Affiliated Public Libraries**. Bidding will be through **LOT BIDDING (2 lots)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Lot No.	Project Description	ABC	Cost of Bidding Docs	Bid Opening	Venue
Early Procurement Activity for the Procurement of eBooks for NLP Affiliated Public Libraries (Php4,000,000.00)				December 05, 2024; 03:01 PM	6 th Floor Function Rm, NLP Bldg, T.M. Kalaw St. Ermita, Manila
Lot 1	Academic and Trade eBooks	Php3,000,000.00	Php5,000.00		
Lot 2	eBook titles Supporting SDGs	Php1,000,000.00	Php1,000.00		

2. The **National Library of the Philippines (NLP)**, now invites bids for the above Procurement Project. Delivery of the Goods is required within Thirty (30) working days. Bidders should have completed, within **two (2) years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

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

- a. Bidding is restricted to Filipino citizens/sole proprietorship, 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 5183.

4. Prospective Bidders may obtain further information from **NLP Bids and Awards Committee (BAC) Secretariat** email address and inspect the Bidding Documents posted at the Philippine Government Electronic Procurement System (PhilGEPS) or in our official website web.nlp.gov.ph.

5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 13, 2024** through email and website(s) below. The Procuring Entity shall allow the bidder to present its proof of payment for the fees through electronic means or by presenting the official receipt in person.

6. The NLP will hold a Pre-Bid Conference on **November 21, 2024** at **01:00 PM** through **video conferencing via zoom** which shall be open to all prospective bidders. Send interest to bac@nlp.gov.ph with subject: Request to join the Pre-Bid Conference of **Public Bidding No. 24-20**.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address below on or before **December 05, 2024 at 3:00 PM**. **USB flash drive** containing the soft copy of the technical (in PDF) and financial (in Word or Excel) requirements must be included in the Original Copy of the Technical Documents. 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 **December 05, 2024 at 03:01 PM** at the 6th Floor Function Room, NLP Building. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The NLP 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:

MAUREEN M. TERRENAL
MARIE JOY H. BESTOIR
ELEANOR C. SIYANG
JONATHAN F. SANTOS
BAC Secretariat
National Library of the Philippines
Tel. No.: (02) 5314-2100loc. 406 / 412
Email: bac@nlp.gov.ph
Website: web.nlp.gov.ph

12. You may visit the following websites:

For downloading of Bidding Document: web.nlp.gov.ph / www.philgeps.gov.ph

Sgd. **MARICEL M. UREÑA**
BAC, Chairperson

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

1. Scope of Bid

The Procuring Entity, the *National Library of the Philippines (NLP)* wishes to receive Bids for *Early Procurement Activity for the Procurement of eBooks for NLP Affiliated Public Libraries* with identification number *PB24-20*.

The Procurement Project (referred to herein as “Project”) is composed of **Two (2) LOTS**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for FY 2025 in the amount of *Four Million Pesos (Php4,000,000.00)*

2.2. The source of funding is:

- a. NEP, the National Expenditure Program FY 2025.

3. Bidding Requirements

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

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

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

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

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

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
 - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
 - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
 - iii. When the Goods sought to be procured are not available from local suppliers; or
 - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
 - a. The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
 - b. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements:
 - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies* of the ABC for this Project; and
 - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

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

7. Subcontracts

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

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time through Zoom Videoconferencing as indicated in paragraph 6 of the IB.

9. Clarification and Amendment of Bidding Documents

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

10. Documents comprising the Bid: Eligibility and Technical Components

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

10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within the past two (2) 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 *120 calendar days from the date of submission, receipt and opening of bids*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

15.1. Each Bidder shall submit one copy of original of the first and second components of its Bid and plus two (2) copies of its kind, labeled as copy 1 and copy 2, the first and second components of its Bid. It should be properly tabbed with its corresponding letter for each document. (*See the checklist for reference.*)

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

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,

¹ In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

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

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

18. Domestic Preference

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

19. Detailed Evaluation and Comparison of Bids

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

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

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

19.4. The Project shall be awarded as follows:

“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

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

21. Signing of the Contract

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

Section III. Bid Data Sheet

Notes on the Bid Data Sheet

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

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

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

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

Bid Data Sheet

Early Procurement Activity for the Procurement of eBooks for NLP Affiliated Public Libraries

PB24-20

ABC: PhP4,000,000.00

ITB Clause				
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> • Procurement of eBooks or similar to the project. • Completed within the last two (2) years prior to the deadline for the submission and receipt of bids. 			
7.1	Subcontracting is NOT allowed.			
12	No further instructions.			
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: The amount of not less than <u>two percent (2%) of ABC</u> , if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or The amount of not less than <u>five percent (5%) of ABC</u> , if bid security is in Surety Bond.			
19.3	LOT	TITLE	NO. OF ITEM	ABC
	1	Academic and Trade eBooks	200T/V	Php3,000,000.00
	2	Ebook Titles Supporting SDGs	64T/V	Php1,000,000.00
20.2	The Lowest Calculated Bidder shall submit the following documentary requirements within a non-extendible period of five (5) calendar days from receipt of the notification that contain the following: <ol style="list-style-type: none"> 1. Latest Income and Business Tax Returns filed and paid through the BIR Electronic Filing (EFPS) 2. Latest Mayor's Permit / Business Permit 3. Valid and current Certificate of PhilGEPS Registration Failure to submit any of the post-qualification requirements on time, or a finding against the veracity thereof, shall disqualify the Bidder for award. Provided in the event that a finding against the veracity of any of the documents submitted is made, it shall cause the forfeiture of the bid security in accordance with Section 69 of the IRR of RA 9184.			
21.2	No further instructions			

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

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

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

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

1. Scope of Contract

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

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

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

2. Advance Payment and Terms of Payment

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

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

3. Performance Security

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

4. Inspection and Tests

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

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

5. Warranty

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

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

6. Liability of the Supplier

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

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

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

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

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

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

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

Special Conditions of Contract

Early Procurement Activity for the Procurement of eBooks for NLP Affiliated Public Libraries

PB24-20

ABC: PhP4,000,000.00

GCC Clause	
	<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>“The delivery terms applicable to the Contract are DDP delivered to the National Library of the Philippines. In accordance with INCOTERMS.”</p> <p>“The delivery terms applicable to this Contract are to the National Library of the Philippines. 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>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> <ul style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. 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 d. 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>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</p>

	the Supplier for similar services.
	<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> <ul style="list-style-type: none"> a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and b. in the event of termination of production of the spare parts: <ul style="list-style-type: none"> i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of three (3) years.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within three (3) months 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> <ul style="list-style-type: none"> 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>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.	The terms of payment shall be as follows: Government Terms
4.0.	<p>The Inspections and Tests that will be covered are the following:</p> <ol style="list-style-type: none"> 1. Physical condition of Goods; 2. Conformity of Goods to the Technical Specifications; 3. Authenticity of Goods; and 4. Whether Goods delivered are functioning.

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.

Description/Model	Quantity	Unit	Delivery
Early Procurement Activity for the Procurement of eBooks for NLP Affiliated Public Libraries	2	Lot	Within 30 Working Days upon receipt of Purchase Order (PO)
Lot 1: Academic and Trade eBooks			
Lot 2: Ebook Titles Supporting SDGs			

I hereby certify to comply and deliver the requirements upon turn-over to National Library of the Philippines.

Name of Company/Bidder

Signature over Printed Name

Date

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

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

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

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

Sample Clause: Equivalency of Standards and Codes

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

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

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

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

Technical Specifications

	Specification	Statement of Compliance
	Early Procurement Activity for the Procurement of eBooks for NLP Affiliated Public Libraries	<i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
Item No.	LOT 1 Academic and Trade eBooks	
1	100 Herbs to Grow : A Comprehensive Guide to the Best Culinary and Medicinal Herbs, McVicar, Jekka;Don, Monty, 9781837830480, 2024	
2	3D Printing : Polymer, Metal and Gel Based Additive Manufacturing, Singh, Rupinder;Kumar, Ranvijay;Kumar, Vinay;Davim, J. Paulo, 9783111081632, 2024	
3	50 Strategies for Supporting Multilingual Learners , Manning, Mandy, 9798765946244 9798765946251 ,	
4	A Concepts-Based Introduction to Financial Accounting, Kolitz, D., 9781485132783, 2023	
5	A Straight Talking Introduction to Emotional Wellbeing : From Mental Illness to Mad Studies, Beresford, Peter, 9781915220363, 2023	
6	Acknowledging, Supporting and Empowering Workplace Bullying Victims : A Proactive Approach for Human Resource	

	Managers, Yarbrough, Jillian Williamson, 9783031410307, 2023	
7	Adult physical conditions : intervention strategies for occupational therapy assistants, second edition, Mahle, Amy J.;Ward, Amber L., 9781719644365, 2022	
8	Advanced Introduction to Digital Society, Castells, Manuel., 9781803921129, 2024	
9	Aerial Warfare, Ledwidge, 9780198804314, 2020)	
10	AI for absolute beginners: a clear guide to tomorrow, Theobald, Oliver, 9781835886533, 2024	
11	An Introduction to Interaction : Understanding Talk in the Workplace and Everyday Life, Garcia, Angela Cora, 9781350199941, 2023	
12	An Introduction to South Asian Politics, DeVotta, Neil, 9780429582479, 2024	
13	An Introduction to Taxation, Butler, Eamonn, 9780255368384, 2024	
14	An Introduction to the Effects of Mass Media, Haney, Roger, 9781527575745, 2024	
15	Ancient Philosophy, Julia Annas, 9780198805885, 2023)	
16	Arbitration, Schultz, Grant, 9780198738749, 2021)	
17	Aromatherapy : A Clinical Guide to Essential Oils for Holistic Healing (A Beginner's Guide to Making and Using Essential Oils at Home for Skincare), Hickman, Thomas, 9781777427696, 2024	
18	Artisan air-dry clay : the beginner's guide to easy, inexpensive & stylish no-kiln pottery, Hostasova, Radka, 9781644032527, 2022	
19	ASEAN post-2025 : reimagining the ASEAN Economic Community, Tijaja, Julia;Tay, Simon;Basu Das, Sanchita, 9789815203400, 2024	
20	Assessment As Information Practice : Evaluating Collections and Services, Haddow, Gaby;White, Hollie, 9781000510515, 2021	
21	Atheism, Baggini, 9780198856795, 2021)	
22	Autoimmune Disorders : Adjuvants and Other Risk Factors in Pathogenesis, Watad, Abdulla;Bragazzi, Nicola Luigi;Shoenfeld, Yehuda, 9781119858423, 2024	
23	Bacteria, Amyes, 9780192895240, 2022)	
24	Be a polymer clay pro! : 15 projects & 20+ skill-building techniques, Tomlinson, Lauren, 9781644032473, 2023	

25	Biodiversity Conservation, Macdonald, 9780199592272, 2023)	
26	Blasphemy, Sherwood, 9780198797579, 2021)	
27	Borders, Alexander C. Diener and Joshua Hagen, 9780197549605, 2024)	
28	Bosses, Coworkers, and Building Great Work Relationships (HBR Work Smart Series), Review, Harvard Business;Goldstein, Eliana;Gallo, Amy;Wilding, Melody;Rogelberg, Steven G., 9781647827120, 2024	
29	Botany : an introduction to plants and their adaptations, Pandey, Santosh, 9781779560490, 2024	
30	Bullying in Schools : Measures for Prevention, Intervention and Aftercare, Böhmer, Matthias;Steffgen, Georges, 9783658435769, 2024	
31	ChatGPT for Social Media Managers : Boost Engagement and Streamline Content Creation with AI-Powered Tools (2024 Guide), WAGNER, Malcolm, 9783689441555, 2024	
32	ChatGPT Simplified Unleash Creativity and Save Time in Your Daily Life (2024 Edition) : Learn how to extract the most value out of AI., Ruffilo, Nick, 9798869100603, 2024	
33	City Planning, Abbott, 9780190944346, 2020)	
34	Climate Change, Maslin, 9780198867869, 2021)	
35	Cognitive Behavioural Therapy, McManus, 9780198755272, 2022)	
36	Community Based Tourism, Juyal, Deepak, 9781779561268, 2024	
37	Community Studies : An Introduction to the Sociology of the Local Community, Bell, Colin;Newby, Howard, 9781000463828, 2023	
38	Complete copyright for K-12 librarians and educators, second edition, Russell, Carrie, 9780838939574, 2023	
39	Consuming digital disinformation : how Filipinos engage with racist and historically distorted online political content, Jason Vincent A Cabanes;Fernando A Santiago;Beng, Ooi Kee, 9789815104530, 2023	
40	Contesting the Philippines, Rood, Steven;Taylor, Veronica L, 9789815104929, 2024	
41	Corporate Psychology and Its Impact on Diversity, Equity, and Inclusion, Al A'ali, Ebtihaj Ahmed;Masmoudi, Meryem;AlSaffar, Gardenia, 9781668490167, 2023	

42	Creative Puzzles to Ignite Your Mind, Gupta, Shyam Sunder, 9789811965654, 2023	
43	Critical Thinking : An Introduction to Reasoning Well, Watson, Jamie Carlin;Arp, Robert;King, Skyler, 9781350232952, 2024	
44	Cultural Management : A Research Overview, Bilton, Chris, 9781000878417, 2023	
45	Curating Community Collections : A Holistic Approach to Diverse Collection Development, Schreiber, Mary;Bartlett, Wendy K., 9781440880995, 2024	
46	Customer xperience leadership : a blueprint to maximize performance, Goldschmidt, Nadav, 9789811264092, 2024	
47	Cyber safety for everyone : a comprehensive guide to online safety, 3rd edition, Teens, Jaago, 9789355516350, 2024	
48	Data analysis with python : introducing numPy, pandas, matplotlib, and essential elements of python programming, Dixit, Rituraj, 9789355511034, 2022	
49	Deeply Responsible Business : A Global History of Values-Driven Leadership, Jones, Geoffrey, 9780674292994, 2023	
50	Dementia, Taylor, 9780198825784, 2020)	
51	Democracy, Naomi Zack, 9780192845061, 2023)	
52	Digital Factory : A Digital Compass for Smart Manufacturing, Kozamernik, Luka, 9783031510717, 2024	
53	Digital Marketing for Rural Small Businesses : A Comprehensive Guide to Getting Found on the Internet, Treadway, Chad J, 9798988528920, 2023	
54	Digitalization in Practice : Intersections, Implications and Interventions, Perriam, Jessamy;Meldgaard Kjær, Katrine, 9783110787641, 2024	
55	Displaying organisation: how to successfully manage a museum exhibition, Goddard, Rhiannon, 9781783305315, 2023	
56	Dynasty, Duindam, 9780198809081, 2019)	
57	Education, Thomas, 9780198859086, 2021)	
58	Entrepreneurship Made Easy : Kingdom Entrepreneurship Nexus, Appiah, Rev. Michael, 9781684867769, 2024	
59	Ethics in Online AI-Based Systems : Risks and Opportunities in Current Technological Trends, Caballé, Santi;Casas-Roma, Joan;Conesa, Jordi, 9780443188503, 2024	
60	Evangelicalism, Stackhouse Jr., 9780190079680, 2022)	

61	Exiting Violence : The Role of Religion, Tonelli, Debora;Mannion, Gerard Michael J., 9783110796827, 2024	
62	Experience, Opportunity, and Developing Your Career (HBR Work Smart Series), Review, Harvard Business;Aboubaker, Mimi;Malhotra, Ruchika T.;Chamorro-Premuzic, Tomas;Riegel, Deborah Grayson, 9781647827069, 2024	
63	Fatty Liver Disease Diet : A Beginner's Step-by-Step Guide with Recipes and a Meal Plan, Ackerberg, Bruce, 9798869331854, 2024	
64	Food and Beverage Service, Cajiao, Israel Tinoco, 9781779561473, 2024	
65	Forensic Science, Fraser, 9780198834410, 2020)	
66	From Dream to Reality : How to Make a Living as a Freelance Writer, Kwak, Jessie L., 9781648412806, 2023	
67	From paper to practice : utilizing the ASEAN Guide on Artificial Intelligence (AI) Governance and Ethics, Fong, Kristina, 9789815203684, 2024	
68	Front Office Management, Cajiao, Israel Tinoco, 9781779561305, 2024	
69	Future Farming: Advancing Agriculture with Artificial Intelligence, Shukla, Praveen Kumar;Bera, Tushar Kanti, 9789815124729, 2023	
70	Games, changes, and fears : the Philippines from Duterte to Marcos Jr., Arugay, Aries;Encinas-Franco, Jean, 9789815203189, 2024	
71	Geometry, Dunajski, 9780199683680, 2022)	
72	Geophysical and Climate Hazards, Bill McGuire, 9780192874535, 2024)	
73	Giftedness and Talent : What Educators and Psychologists Need to Know, Preckel, Franzis;Vock, Miriam;Olszewski-Kubilius, Paula, 9781616766276, 2024	
74	Globalization, Manfred Steger, 9780192886194, 2023)	
75	GREENHOUSE GARDENING FOR BEGINNERS : Your Ultimate Guide to Creating a Flourishing Greenhouse Garden (2024), BUTLER, RAVEN, 9783988316967, 2023	
76	Habeas Corpus, Tyler, 9780190918989, 2021)	
77	Handbook on the Politics and Governance of Big Data and Artificial Intelligence, Zwitter, Andrej;Gstrein, Oskar J., , 2023	
78	HBR Guide to Unlocking Creativity, Review, Harvard Business, 9781647825072, 2023	

79	Health Care of the Elderly : Essays in Old Age Medicine, Psychiatry and Services, Arie, Tom, 9781000580952, 2024	
80	Healthy Eating for Older Adults, Plaven, Jeremy, 9798891137677, 2024	
81	Higher Education and SDG17 : Partnerships for the Goals, Cabrera, Ángel;Cutright, Drew, 9781804557044, 2023	
82	Horror, Darryl, 9780198755562, 2021)	
83	Housekeeping Management, Juyal, Deepak, 9781779561312, 2024	
84	How Public Libraries Build Sustainable Communities in the 21st Century, Williams-Cockfield, Kaurri C.;Mehra, Bharat, 9781803824376, 2023	
85	Human Resource Management, Wilkinson, 9780198714736, 2022)	
86	HYDROPONICS GARDEN : Cultivating Abundance with Hydroponic Gardening (2024 Guide for Beginners), BARLOW, ROLF, 9783988318497, 2024	
87	I, Human : AI, Automation, and the Quest to Reclaim What Makes Us Unique, Chamorro-Premuzic, Tomas, 9781647820565, 2023	
88	Improving Library Systems with AI : Applications, Approaches, and Bibliometric Insights, Senthilkumar, K. R.;Jagajeevan, R., 9798369355961, 2024	
89	Inclusion (HBR Emotional Intelligence Series), Review, Harvard Business;Washington, Ella F.;Dobson-Smith, DDS;Rezvani, Selena;Gordon, Stacey A., 9781647824839, 2023	
90	Infectious Disease 2ed, Marta Wayne, Benjamin Bolker, 9780192858511, 2023)	
91	Information for Sustainable Development : Technology, People and Society, Chowdhury, G. G.;Chowdhury, Sudatta, 9781783306688, 2024	
92	Information Literacy and the Digitalisation of the Workplace, Widen, Gunilla;Teixeira, Jose, 9781783305803, 2024	
93	Information, cyber and space domain and its application in future land warfare, Mallick, PK, 9789391490645, 2023	
94	Intelligence, Deary, 9780198796206, 2020)	
95	Interviewing Users : How to Uncover Compelling Insights, Portigal, Steve;Burge, Jamika D., 9781959029823, 2023	
96	Introduction to a Social Worker, The National Institute for Social Work Training, The National, 9781000438048, 2023	

97	Introduction to algorithms: a comprehensive guide for beginners, LLC, Cuantum Technologies, 9781836203865, 2024	
98	Introduction to Chemistry, Motola, Martin, 9781779561879, 2024	
99	Introduction to Communication Studies, Lubinga, E., 9781485130147, 2023	
100	Introduction to Datafication : Implement Datafication Using AI and ML Algorithms, Goniwada, Shivakumar R., 9781484294963, 2023	
101	Introduction to Game Programming Using Processing : For Designers, Artists, Players, Non-Tech People and Everybody Else, Cermak-Sassenrath, Daniel, 9781040021842, 2024	
102	Introduction to Governance, Government and Public Administration, Franklin, Aimee L.;Raadschelders, Jos C. N., 9783031326899, 2023	
103	Introduction to key principles of aquaculture, Bruno Augusto Amato Borges, 9781779560131, 2024	
104	Introduction to Motivational Interviewing for Mental Health Clinicians : A Practical Guide to Empowering Change in Mental Health Care, Townsend, Philip Jericho, 9781923238077, 2024	
105	Introduction to neurolinguistics, Kulkarni, Prafull Dhondopant, 9781774696224, 2023	
106	Introduction to Philosophy, Heidegger, Martin;McNeill, William, 9780253069214, 2024	
107	Introduction to Physics, Vsemirnova, Ekaterina, 9781779561893, 2024	
108	Introduction to Statistics, Ngetich, Allan, 9781779561640, 2024	
109	Key concepts in hotel management, Raga, Jennifer, 9781774696347, 2023	
110	Key concepts in library science, Gaurav, Kumar, 9781774696354, 2023	
111	Key concepts in tourism, Raga, Jennifer, 9781774696378, 2023	
112	Leading together : academic library consortia and advocacy, Herold, Irene M.H., 9780838938881, 2021	
113	Learn to watercolor : the essential techniques in 10 projects, Linden, Sarah Van Der, 9781644032824, 2022	
114	Let's roll : a guide to setting up tabletop role-playing games in your school or public library, Maxwell, Lucas, 9781783306152, 2023	

115	Librarian's Guide to Games and Gamers : From Collection Development to Advisory Services, Goodridge, Michelle;Rohweder, Matthew J., 9798216110958, 2021	
116	Library 2035 : Imagining the Next Generation of Libraries, Hirsh, Sandra, 9781538180419, 2024	
117	Live the Life You Love : Empowering Women Through Franchise Ownership, Schaeffer, Linda, 9781950336814, 2024	
118	Machine learning with Python : unlocking AI potential with Python and machine learning, Theobald, Oliver, 9781835462072, 2024	
119	Making a Difference : Instructional Leadership That Drives Self-Reflection and Values the Expertise of Teachers, Mette, Ian M.;Cormier, Dwayne Ray;Oliveras, Yanira, 9781475872279, 2023	
120	Managing grey literature : technical services perspectives, Leonard, Michelle;Thomas, Susan E., 9780838938218, 2022	
121	Marine Biology, Mladenov, 9780198841715, 2020)	
122	Marketing, Le Meunier-Fitzhugh, 9780198827337, 2021)	
123	Men's Sexual Health in Early Modern England, , 9789048537761, 2024	
124	Mentoring for Speech and Language Therapists : Unlocking Professional Development Throughout Your Career, Heritage, Mary, 9781040031124, 2024	
125	Metastatic Bone Disease : An Integrated Approach to Patient Care, Randall, R. Lor, 9783031520013, 2024	
126	Military Strategy, Antulio J. Echevarria II, 9780197760154, 2024)	
127	Museums in Motion : An Introduction to the Histories, Functions, and Aspirations of Museums, Decker, Juilee, 9781538155745, 2024	
128	Nelson Mandela, Elleke Boehmer, 9780192893444, 2023)	
129	Nuclear Weapons, Siracusa, 9780198860532, 2020)	
130	Open access literature in libraries : principles and practices, Brunsting, Karen;Harrington, Caitlin;Scott, Rachel E., 9780838936757, 2022	
131	OpenAI API Cookbook: build intelligent applications including chatbots, virtual assistants, and content generators, Habib, Henry;McKay, Sam;Siegel, Paul, 9781805125730, 2024	
132	Ortho notes: clinical examination pocket guide, 5th edition, Gulick, Dawn, 9781719650779, 2023	

133	Pandemics, McMillen, Christian W., 9780197762004, 2024)	
134	Particle Physics, Frank Close, 9780192873750, 2023)	
135	Philosophical Method, Williamson, 9780198810001, 2020)	
136	Philosophy of Mind, Montero, 9780198809074, 2022)	
137	Plague, Slack, 9780198871118, 2021)	
138	Planetary Systems, Pierrehumbert, 9780198841128, 2021)	
139	Poststructuralism, Belsey, 9780198859963, 2022)	
140	Probabilistic Indexing for Information Search and Retrieval in Large Collections of Handwritten Text Images, Toselli, Alejandro Héctor;Puigcerver, Joan;Vidal, Enrique, 9783031553899, 2024	
141	Project Based Problem Solving and Decision Making : A Guide for Project Managers, Kerzner, Harold, 9781394207848, 2023	
142	Public Administration : The Basics, Schiavo-Campo, Salvatore, 9781000820591, 2023	
143	Qualitative Research Approaches for Psychotherapy : Reflexivity, Methodology, and Criticality, Tudor, Keith;Wyatt, Jonathan, 9781000895322, 2023	
144	Reference and information services : an introduction, fifth edition, Cassell, Kay Ann;Hiremath, Uma, 9780838936443, 2023	
145	Region, nation and homeland : valorization and adaptation in the Moro and Cordillera resistance discourses, Coronel Ferrer, Miriam, 9789814843720, 2020	
146	Religion, Tweed, 9780190064679, 2020)	
147	Rethinking Conflict Resolution and Management, Zartman, I. W.;Vuković, Sinisa, 9781800376991, 2023	
148	Revolutions, Jack A. Goldstone, 9780197666302, 2023)	
149	Robotic vision and virtual interfacing : seeing, sensing, shaping, Eldridge, Luci;Trivedi, Nina, 9781399523448, 2024	
150	Security after the unthinkable: terror and disenchantment in Norway, Burgess, J. Peter, 9781526166357, 2024	
151	Serving patrons with disabilities : perspectives and insights from people with disabilities, Laskin, Kodi, 9780838939550, 2023	
152	Simple Book Repair Techniques, Conn, Donia, 9781538167458, 2024	

153	Small scale businesses in the hospitality sector : the forgotten many and the post-COVID era, Raga, Jennifer, 9781774692066, 2022	
154	So, I'm Autistic : An Introduction to Autism for Young Adults and Late Teens, O'Brien, Sarah, 9781839972270, 2023	
155	Social and Medical Problems of the Elderly : Fourth Edition, Hazell, Kenneth, 9781040007747, 2024	
156	Social anxiety : hidden fears and shame in teens and adults, , 9781615375493, 2025	
157	Social media and youth mental health, , 9781615375028, 2025	
158	Sports Skill Analysis, Li, Weidong;Dai, Boyi;Zhu, Qin, 9781003849582, 2024	
159	Stardom, Film Couples and Love Teams in 1970s Philippine Cinema, Sebastiampillai, Chrishandra, 9781399521017, 2024	
160	Station : A Journey Through 20th and 21st Century Railway Architecture and Design, Beanland, Christopher, 9781849949521, 2024	
161	Stem Cells, Slack, 9780198869290, 2021)	
162	Suburbs, Carl Abbot, 9780197599242, 2023)	
163	Superstition, Vyse, 9780198819257, 2020)	
164	Supporting people to live well with dementia : a guide for library services, McNicol, Sarah, 9781783306008, 2023	
165	Sustainability Beyond 2030 : Trajectories and Priorities for Our Sustainable Future, Tavanti, Marco;Sfeir-Younis, Alfredo, 9781040116630, 2024	
166	Sustainable Communities for a Healthy Planet, Zywert, Katharine, 9781487550455, 2024	
167	Sustainable farming : nurturing the earth for future generations, Kushwaha, Saket, 9781779560506, 2024	
168	Technical program manager's handbook : empowering managers to efficiently manage technical projects and build a successful career path, Teter, Joshua Alan, 9781804613160, 2022	
169	The Application of the Dragon. Storytelling to Job Success : How Employers Attract Good Employees and Applicants Can Use HR Marketing and Recruiting Knowledge in Interview and Selection, Janson, Simone, 9783965960299, 2024	
170	The Art of Peace Formation: Arts-based Social Movements, Opportunities and Blockages, Birte Vogel,Stefanie Kappler,Oliver P. Richmond, 9781399519557, 2024	

171	The Bible, Riches, 9780198863335, 2021)	
172	The big source book of free and low-cost library programming : 300+ resources, ideas, and tools, Kroski, Ellyssa, 9780838939697, 2024	
173	The Big Sourcebook of Free and Low-Cost Library Programming : 300+ Resources, Ideas, and Tools, Kroski, Ellyssa, 9780838939697, 2024	
174	The Collector and the Collected : Decolonizing Area Studies Librarianship, Pappas, Erin;Arays, Anna;Browndorf, Megan, 9781634001632, 2020	
175	The Complete Herbal Handbook : 160 Herbal Remedies for Mental and Emotional Well-being, Shamar, Ranvir Rohan, 9781923238459, 2024	
176	The Confident Warrior : How to Cultivate Confidence in Everyday Life, Then Use It!, B DiBacco, Kevin, 9781963239447, 2024	
177	The Future of Cropping Systems, Daniels, Julia E., 9798891130722, 2023	
178	The Future of Smart Agriculture, Mohapatra, Hitesh, 9798891133655, 2023	
179	The HBR Work Smart Collection (4 Books), Review, Harvard Business;Glass, Russell;David, Susan;Gallo, Amy;Zheng, Lily, 9798892790659, 2024	
180	The History of Emotions, Dixon, 9780198818298, 2023)	
181	The History of Political Thought, Whatmore, 9780198853725, 2021)	
182	The Microstress Effect : How Little Things Pile Up and Create Big Problems--and What to Do about It, Cross, Rob;Dillon, Karen, 9781647823986, 2023	
183	The Oxford Handbook of Arts and Cultural Management, Jung, Yuha;Vakharia, Neville;Vecco, Marilena, 9780197621639, 2024	
184	The Period Literacy Handbook, Hussain, Anne, 9781739010416, 2024	
185	The Spanish Pacific, 1521-1815 : a reader of primary sources, Lee, Christina;Padrón, Ricardo, 9789048552276, 2020	
186	Transforming Society : A Comprehensive Introduction to Understanding Trauma, Adversity, and Becoming a Trauma-Informed Organisation, Brighthouse, Little, 9781803818313, 2024	
187	Understanding Blindness : An Integrative Approach, Hollins, Mark, 9781000549423, 2023	

188	Unleash Your Inner Bad Bitch : A Guide for Using Project Management Skills into Work Life Management Queendom, Bond DBA PMP, Syreeta S., 9798885043946, 2024	
189	Urban Pest Management : An Environmental Perspective, Dhang, Partho, 9781800622944, 2023	
190	Using Graphic Novels in the STEM Classroom, Boerman-Cornell, William;Ho, Josha;Klanderman, David;Klanderman, Sarah, 9781350279216, 2023	
191	Violence, Dwyer, 9780198831730, 2022)	
192	Viruses, Dorothy H. Crawford, 9780192865069, 2022)	
193	Volcanoes, Branney & Zalasiewicz, 9780199582204, 2020)	
194	War and Religion, Mitchell & Rey, 9780198803218, 2021)	
195	Waste problems and management in developing countries, Sebastiampillai, Chrishandra, 9781779560407, 2024	
196	Where It Hurts : An Introduction to Sociology for Health Workers, Russell, Cherry;Schofield, Toni, 9781040050422, 2024	
197	World Mythology, David Leeming, 9780197548264, 2022)	
198	World Religions in Seven Sentences : A Small Introduction to a Vast Topic, Groothuis, Douglas, 9781514005835, 2023	
199	Writing: Step-By-Step 6 Manuscripts in 1 Book, Including : How to Write a Novel, How to Write a Screenplay, Outlining, Story Structure, Plotting and Character Development, Marsh, Sandy, 9798330222537, 2024	
200	You Can't Make a Tomelette without Breaking Some Greggs : Toxic Management Lessons from "Succession" (and What to Do Instead), Review, Harvard Business;Gallo, Amy, 9781647826451, 2023	
	Additional Specifications:	
	1. Upon purchase, the NLP should own these titles in perpetuity (perpetual access).	
	2. These materials should be purchased with no annual fee, no maintenance fee, no hosting fee, and no support fee.	
	3. Provide 24/7 unlimited access /user using IP/Username and Password authentication to NLP	
	4. Provide FREE training and seminars, monthly usage statistics (to be submitted by email before the 5th day of the succeeding month, Manila time), administrator and technical support for online database related concerns.	

	5. The vendor will provide continuous support to NLP promoting the ebooks.	
	6. Must provide technically feasible, functional and reliable database system with 95% uptime	
	7. These titles should be accessed in one platform only or in platforms with existing NLP eBook Collection.	
	8. Must provide MARC records and a pdf copy of the material.	
	9. Submit a soft copy of technical and financial requirements onto USB flash drive or CD or DVD. Use the attached Excel Template in providing the metadata.	
	10. Bundled with minimum of 42 Desktops with estimated amount of P30,000.00 per unit - Intel Core I5 10th Gen Gigabyte H410 - 8GB Ram DDR4 - 1TB HDD - Neutron Case - 19" Monitor LED - W/ keyboard and Mouse - 240GB SSD SATA - H510M MOTHERBOARD	
	11. The vendor will agree: a. to include in the NLP ePortal without violating any law. b. to the provision of URL Reference c. to allow to NLP to post the remote access account in the NLP ePortal. If URL Reference is not available. NLP is not liable for any misuse of the remote access account.	
Item No.	LOT 2 Ebook Titles Supporting SDGs	
1	A Practical Approach to Special Education Administration: Creating Positive Outcomes for Students With Different Abilities / James B. Earley/Robert J. McArdle / 2023 / 9781071877081	
2	Accelerating Economic Growth: Lessons From 200,000 Years of Technological Progress and Human Development / Jakub Growiec / 2022 / 9783031071959	
3	Access to Justice in Rural Communities: Global Perspectives / Daniel Newman and Faith Gordon / 2023 / 9781509951673	
4	ADHD: Your Questions Answered / Sarah Boslaugh / 2024 / 9798765110454	
5	Architecture and Climate Change: 20 Interviews on the Future of Building / Hofmeister, Sandra / 2024 / 9783955536299	

6	ASEAN Post-2025: Reimagining the ASEAN Economic Community / Tay, Simon / Das, Sanchita Basu / Tijaja, Julia / 2024 / 9789815203400	
7	Bridging Research and Library Practice: Global Perspectives on Education and Training / Matusiak, Krystyna K. / Bright, Kawanna M. / Schachter, Debbie / 2024 / 9783110772593	
8	Building Better - Less - Different: Clean Energy Transition and Digital Transformation: Fundamentals - Case Studies - Strategies / Hebel, Dirk E. / Heisel, Felix / 2024 / 9783035627176	
9	Children During Conflicts: Living in a Conflict Zone / Linda Barghoorn / 2024 / 9781039816077	
10	Communities: Keywords in Teacher Education / Kenneth M. Zeichner / 2023 / 9781350173378	
11	Contemporary World Issues: Food Insecurity / William D. Schanbacher/Whitney Fung Uy / 2023 / 9781440878404	
12	Contemporary World Issues: Global Terrorism / Steven Childs / 2023 / 9781440878268	
13	Coping: Gender Dysphoria / Rose McCarthy / 2024 / 9781499474237	
14	Curating Community Collections: A Holistic Approach to Diverse Collection Development / Mary Schreiber and Wendy K. Bartlett / 2024 / 9798216171256	
15	Current Controversies: Sustainable Consumption / Bridey Heing / 2022 / 9781534507838	
16	Developing Quality PSHE in Secondary Schools and Colleges / Sophie-Lauren McPhee and Victoria-Marie Pugh / 2023 / 9781350336995	
17	Dismantling Global White Privilege: Equity for a Post-Western World / Chandran Nair / 2022 / 9781523000029	
18	Economic Growth and Development Potential / Crup/Liu / 2023 / 9789814986502	
19	Epidemics and Pandemics: Your Questions Answered / Charles Vidich / 2024 / 9798765110492	
20	Exploring Social Injustice: Climate and Environmental Injustice / Gail Terp / 2023 / 9781678203955	
21	Fighting Global Poverty: Economic Policy Strategies for Developing Countries / Basil Oberholzer / 2022 / 9783658366315	
22	Food Shortage Crisis: Origins and Global Impact / Dawn M. Drake / 2024 / 9798216171577	

23	Get Informed - Stay Informed: Housing and Homelessness / Natalie Hyde / 2022 / 9781427150950	
24	Global Action for School Libraries: Models of Inquiry / Schultz-Jones, Barbara / Oberg, Dianne / 2022 / 9783110772586	
25	Grassroots Approaches to Education for Sustainable Development: A Comparative Study of the USA and India / Radhika Iyengar and Pooja Iyengar / 2023 / 9781350320093	
26	Health Reference Series: Dental Care and Oral Health Sourcebook, 7th ed. / James Chambers / 2023 / 9780780820692	
27	Health Reference Series: Global Public Health and Disease Control Sourcebook / Kevin Hayes / 2022 / 9780780819658	
28	Healthy Oceans: Why They Matter / Andrea C. Nakaya / 2023 / 9781678203412	
29	Healthy Relationships: Your Questions Answered / Charles A. McKay / 2023 / 9798216183952	
30	Healthy Skin: Your Questions Answered / Shayan Waseh / 2024 / 9798765110478	
31	Healthy Sleep: Your Questions Answered / John T. Peachey and Diane C. Zelman / 2023 / 9798216171720	
32	Healthy Technology Use: Your Questions Answered / Bernadette H. Schell / 2024 / 9798765110386	
33	How Can I Help? What Individuals Can Do About Climate Change / Stuart A. Kallen / 2025 / 9781678208035	
34	Human Rights at Risk: Gender Violence / Philip Wolny / 2025 / 9781678209278	
35	Information Services for a Sustainable Society: Current Developments in an Era of Information Disorder / Chisita, Colledge Takaingenhamo / Fombad, Madeleine C. / Minishi-Majanja, Mabel K. / Onyancha, Omwoyo Bosire / 2023 / 9783110772753	
36	Issues in Action: Immigration, Refugees, and the Fight for a Better Life / Elliott Smith / 2022 / 9781728430676	
37	Justice Matters / Gloria Ladson-Billings / 2023 / 9781350268852	
38	Latinx Queer Psychology: Contributions to the Study of LGBTIQ+, Sexual and Gender Diversity Issues / Reynel Alexander Chaparro/Marco Aurelio Maximo Prado / 2022 / 9783030822507	
39	Men's Health and Wellbeing / Sanchia S. Goonewardene/Oliver Brunckhorst/David Albala / 2022 / 9783030847524	

40	Microbial Organic Acids Production: Utilizing Waste Feedstocks / Kumar, Vikas / Kumar, Amit / 2024 / 9783110792584	
41	Microbiome Modification: The Superorganism for Good Health / Worby, Patricia / 2024 / 9781501518980	
42	Parenting Trans and Non-binary Children: Exploring Practices of Love, Support, and Everyday Advocacy / Magdalena Mikulak / 2022 / 9783031098642	
43	Practical Innovation in Government, How Front-Line Leaders Are Transforming Public-Sector Organizations / Alan G Robinson/Dean M Schroeder / 2022 / 9781523001804	
44	Prevention in Mental Health: From Risk Management to Early Intervention / Marco Colizzi/Mirella Ruggeri / 2022 / 9783030979065	
45	Protecting Our Planet: Climate Change / Carla Mooney / 2025 / 9798384911364	
46	Protecting Our Planet: Marine Conservation / Carol Hand / 2025 / 9798384911395	
47	Quality: Keywords in Teacher Education / Clare Brooks / 2023 / 9781350286009	
48	Reclaiming Your Community: You Don't Have to Move out of Your Neighborhood to Live in a Better One / Majora Carter / 2022 / 9781523000319	
49	Six Steps to a Strong School Culture: A Leadership Cycle for Educational Success / Samuel Nix / 2024 / 9781960574534	
50	Skilled and Vocational Trades: Become a Home Health Aide / Philip Wolny / 2024 / 9781678206857	
51	Soldiers in Peacemaking: The Role of the Military at the End of War, 1800-present / Beatrice de Graaf, Frédéric Dessberg and Thomas Vaisset / 2023 / 9781350350502	
52	Staying Healthy with Kidney Disease: A Complete Guide for Patients / Stephen Z. Fadem / 2022 / 9783030935283	
53	Sustainable Agriculture: Nanotechnology and Biotechnology for Crop Production and Protection / Rajput, Vishnu D. / Singh, Abhishek / Ghazaryan, Karen / Minkina, Tatiana M. / Al-Tawaha, Abdel Rahman M. / 2024 / 9783111234694	
54	The Anatomy of Peace: Resolving the Heart of Conflict, 4th ed. / The Arbinger Institute / 2022 / 9781523001156	
55	The Dynamics of Conflict-Related Sexual and Gender-Based Violence: Comparing Impact Across Global Regions / Davies, Sara E. / True, Jacqui / Riveros Morales, Yolanda / Banfield,	

	Rachel / Oo, Phyu Phyu / Osei-Tutu, Joana / 2024 / 9783111320861	
56	The Ethics of Water: From Commodification to Common Ownership / Cameron Fioret / 2023 / 9781350348837	
57	The Sage Encyclopedia of Filipina/x/o American Studies, 2 vols. / Kevin Leo Yabut Nadal/Allyson Tintiangco-Cubales/EJR David / 2022 / 9781071828977	
58	The World of Work to 2030: A Practical Guide to Future-Proofing your Business and Your Career / Russell Beck / 2024 / 9781399412704	
59	Thinking Critically: Climate Change / Carla Mooney / 2023 / 9781678204594	
60	Treatments for Anxiety: Fact versus Fiction / Myrna Chandler Goldstein and Mark A. Goldstein, MD / 2024 / 9798765111819	
61	Uncertainty-driven Innovation: Managing the New Product Development Processes in an Unpredictable Environment / Giacomo Marzi / 2022 / 9783030995348	
62	What Gender Should Be / Matthew J. Cull / 2024 / 9781350329010	
63	Women and Society around the World: Women and Politics - Global Lives in Focus / Malliga Och / 2023 / 9781440871917	
64	Women and Society around the World: Women and Sexuality / Kelly Campbell/M. L. Parker / 2023 / 9781440873058	
	Additional Specifications:	
	1. Upon purchase, the NLP should own these titles in perpetuity (perpetual access).	
	2. These materials should be purchased with no annual fee, no maintenance fee, no hosting fee, and no support fee.	
	3. Provide 24/7 unlimited access /user using IP/Username and Password authentication to NLP	
	4. Provide FREE training and seminars, monthly usage statistics (to be submitted by email before the 5th day of the succeeding month, Manila time), administrator and technical support for online database related concerns.	
	5. The vendor will provide continuous support to NLP promoting the ebooks.	
	6. Must provide technically feasible, functional and reliable database system with 95% uptime	
	7. These titles should be accessed in one platform only or in platforms with existing NLP eBook Collection.	

	8. Must provide MARC records and a pdf copy of the material.	
	9. Submit a soft copy of technical and financial requirements onto USB flash drive or CD or DVD. Use the attached Excel Template in providing the metadata.	
	10. Bundled with minimum of 14 Desktops with estimated amount of P30,000.00 per unit - Intel Core I5 10th Gen Gigabyte H410 - 8GB Ram DDR4 - 1TB HDD - Neutron Case - 19" Monitor LED - W/ keyboard and Mouse - 240GB SSD SATA - H510M MOTHERBOARD	
	11. The vendor will agree:	
	a. to include in the NLP ePortal without violating any law. b. to the provision of URL Reference c. to allow to NLP to post the remote access account in the NLP ePortal. If URL Reference is not available. NLP is not liable for any misuse of the remote access account.	

Section VIII. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

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

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

- (b) 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**
- (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (f) 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

- (g) 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

- (h) 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

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

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

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

