



## REQUEST FOR QUOTATION

Date: 11 October 2023  
RFQ No.: 100-23-05-1185

Name of Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name of Store/Shop: \_\_\_\_\_  
Address: \_\_\_\_\_  
TIN: \_\_\_\_\_  
PhilGEPS Registration Number: \_\_\_\_\_

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure **Supply and Delivery of Various Textbooks and Instructional Materials – Pasig City Library** with an Approved Budget for the Contract (ABC) of **Php 179,997.00**, in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding each total Cost per Item and/or the total Approved Budget for the Contract shall be rejected.


Item No.	Item Description	Brand Name (PLEASE DO NOT LEAVE BLANK)	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
<b>Reference Books</b>								
1	The lives of a Filipino high school student: Anthology of Personal Essays on High School		1	pcs	895.00	895.00		
2	The New Comprehensive English Filipino Dictionary with Built In Thesaurus (Big Letter)		1	pcs	11,350.00	11,350.00		
3	The New Brain brainworld dual dictionary with built in Thesaurus C2018 Children Pres. Hb. Nalus		1	pcs	11,350.00	11,350.00		
4	Statistics all-in-one for Dummies (+chapter quizzes online) Rumsey Pb. Wiley		1	pcs	4,595.00	4,595.00		
5	Doing Philosophy in the Philippines vol 1: The Thomasian Collection (1924-1949)		1	pcs	2,725.00	2,725.00		
6	Doing Philosophy in the Philippines vol 2: The Thomasian Collection, (1951-1959)		1	pcs	2,295.00	2,295.00		
<b>Engineering Books</b>								
7	9781119986614 Calculus II For Dummies, 3rd edition. Zegarelli. Pb. Wiley. C23		1	pcs	3,450.00	3,450.00		
8	5 Steps A5 500: AP calculus AB BC Quest know test day 4e Anaxos, Inc. Pb. 289p		1	pcs	1,147.00	1,147.00		
9	Civil Engineering PE Practice Exams: Breadth and Depth, 2e Goswam. Pb.		1	pcs	5,250.00	5,250.00		

10	An Integrated Course in Electrical Engineering 6th Edition, 1136pp. Pb. Sk Kataria And Sons. Reprint 2019	1	pcs	7,130.00	7,130.00		
11	Engineering Physics Dogra 636pp. 2019	1	pcs	4,095.00	4,095.00		
12	Trigonometry for Dummies, 3rd Edition Sterling PB. Wiley 387pp. C23	1	pcs	2,875.00	2,875.00		
	<b>Mathematics Books</b>						
13	Must Know High School Algebra 2E Monahan, C22. Pb. McGraw-Hill 431pp.	1	pcs	1,275.00	1,275.00		
	<b>Psychology Books</b>						
14	Introducion to Psychology Neeraj Kumar Anukampa Goodwill	1	pcs	4,550.00	4,550.00		
15	The Psychology of Intelligence . Sonja Flack. 128pp. Pb. routledge/9780367482930/2021	1	pcs	2,314.00	2,314.00		
	<b>Science Books</b>						
16	Conservation Management Plan by UST CCCPET	1	pcs	1,395.00	1,395.00		
17	Great Scientist; Know About the Life of Geniuses. Gagan Jian. Pb. Random	1	pcs	632.00	632.00		
18	Anatomy and Physiology for Dummies, All-in-one. Ody 2023	1	pcs	4,594.00	4,594.00		
19	Must Know High School Biology 2E. 2E Ploeger Cox, C22. Pb. McGraw-Hill 477pp.	1	pcs	1,275.00	1,275.00		
20	Must Know High School Chemistry 2E Moore, C22. Pb. McGraw-Hill 450pp.	1	pcs	1,275.00	1,275.00		
21	Must Know High School Geometry 2E MA. C22. Pb. McGraw-Hill 478pp.	1	pcs	1,275.00	1,275.00		
	<b>History Books</b>						
22	Greatest People in World History. Gagan Jain. Pb. Random 208pp./9789383744855	1	pcs	632.00	632.00		
	<b>Nursing Books</b>						
23	Medical Surgical Nursing Certification Self Assessment and Exam Review 612pp Pb.	1	pcs	7,239.00	7,239.00		
24	Nursing Key Topics Review : Pathophysiology Pb. Elsevier/9780323445337/2019	1	pcs	5,091.00	5,091.00		
	<b>Fiction Books</b>						
25	MY RED BOOK OF READ ALOUD GRANNY STORIES, Random, Hb.	1	pcs	995.00	995.00		
26	Stories to Share: Aladdin (giant size); ideal for group storytelling and show and tell. 24pp. Pb.	1	pcs	2,150.00	2,150.00		
27	Stories to Share: Beauty and the Beast (giant size); ideal for group storytelling and show and tell., 24pp. Pb. Armadillo	1	pcs	2,150.00	2,150.00		
28	Stories to Share: Sleeping Beauty (giant size); ideal for group storytelling and show and tell. 24pp, Pb. Armadillo	1	pcs	2,150.00	2,150.00		
29	Stories to Share: The Jungle Book (giant size); ideal for group storytelling and show and tell. 24pp, Pb. Armadillo	1	pcs	2,150.00	2,150.00		
30	My blue books of read aloud Granny's stories. Random	1	pcs	995.00	995.00		
31	My brown book of read aloud classic's stories. Hb. Random	1	pcs	1,095.00	1,095.00		
32	My Giant story books series-Dora the Explorer: Dora Goes to School. Pb. Godwill	1	pcs	695.00	695.00		

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33	My green book of read aloud classic's stories. Random		1	pcs	1,095.00	1,095.00		
34	My purple book of read aloud Granny's stories. Random		1	pcs	995.00	995.00		
35	Stories to Share: Cinderella(giant size); ideal for group storytelling and show and tell. 24pp. Pb., Armadillo		1	pcs	2,150.00	2,150.00		
36	365 Stories for Boys 210pp. Hb. Sunrise/9788178134932		1	pcs	1,437.00	1,437.00		
37	365 Stories for Girls 210pp. Hb. Sunrise/9788178134949		1	pcs	1,437.00	1,437.00		
38	365 World Folktales 210pp. Hb. Sunrise/9788178134918		1	pcs	1,437.00	1,437.00		
39	365 Good Night Stories 210pp. Hb. Sunrise/9788178134994		1	pcs	1,437.00	1,437.00		
40	365 Christmas Stories 210pp. Hb. Sunrise/9788178135021		1	pcs	1,437.00	1,437.00		
41	365 Adventure Tales Hb. 210pp. Hb. Sunrise/9788178135090		1	pcs	1,437.00	1,437.00		
42	365 Fairy Tales 210pp. Hb. Sunrise/9788178135014		1	pcs	1,437.00	1,437.00		
43	365 Funny Animals Tales 210pp. Hb. Sunrise/9788178135007		1	pcs	1,437.00	1,437.00		
44	Maria Orosa, Freedom Fighter, Scientist and Inventor from the Philippines. Norma Olizon-Chikiamco, 32pp. Hb. Tuttle Publishing. C22		1	pcs	2,150.00	2,150.00		
45	Encyclopedia of Human Body (new) . Seekosity. Random. Hb. 72pp.		1	pcs	1,575.00	1,575.00		
46	Encyclopedia of our Environment; the most comprehensive Children's Encyclopedia. Seekosity. Random, Hb. 72pp.		1	pcs	1,575.00	1,575.00		
47	Encyclopedia of space and our moving earth. Rsnom. Hb. 95pp.		1	pcs	1,395.00	1,395.00		
48	Wonders of the World: Awe-inspiring places from around the world. 223pp. Hb. Amber		1	pcs	3,225.00	3,225.00		
49	Scavengers. Pb. Usborne / 9781474956024/ 2019		1	pcs	950.00	950.00		
50	Art and Archaeology of the Greek World. 2e Neer. C19. Thames and Hudson. Hb.		1	pcs	7,190.00	7,190.00		
51	The Sky Atlas: The Great Maps, Myths and Discoveries of the Universe, Edward Brooke-Hitching. 256pp. Hachette-Chronicles		1	pcs	4,134.00	4,134.00		
52	The Sky Atlas; The Greatest Maps, Myths and Discoveries of the Universe. Edward Brooke		1	pcs	4,134.00	4,134.00		
53	Up and Running with AutoCAD2022: 2D and 3D Drawing, Design and modeling 1ed.Gindi's		1	pcs	13,450.00	13,450.00		
	<b>Educational Books</b>							
54	Duterte Watch(Descent into Authoritarianism): collected commentaries By Vergel O. Santos		1	pcs	1,325.00	1,325.00		
55	Julio Nakpil(1867-1960) collected works volume 1:piano, vocal and chamber music		1	pcs	2,475.00	2,475.00		
56	Business Communication 13th Ed. Locker Pb. 596pp McGraw Hill		1	pcs	6,225.00	6,225.00		
57	Hands-on Music Theory Wentk.196pp. 2015 Cengage Pb. /9781305108943/2015		1	pcs	3,099.00	3,099.00		
58	Curriculum Development in Secondary Schools. R.S. Reddy. Goodwill		1	pcs	3,350.00	3,350.00		

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59	Jose Rizal and the University of Santo Tomas by Fr. Fidel Villaruel, O.P.		1	pcs	1,625.00	1,625.00		
60	The Life and Works of Rizal 2e. Galicia Azes.		1	pcs	825.00	825.00		
61	Karugtong: Ilang Paglalaro sa Kathang-isip ni Jose Rizal (ikalawang edisyon) by Jose Victor Z.		1	pcs	875.00	875.00		
62	Kundiman ng Panahong Naiwan (Ballad of a Lost Season) ni Cristina Pantoja Hidalgo/Isinalin		1	pcs	1,575.00	1,575.00		
<b>All About the Philippine Stories, Song, Crafts and Games for Kids, Norma Olizon-Chikiamco. 64pp. Hb. Tuttle Publishing C17</b>								
63	All about the Philippines stories, songs, crafts, and games for kids. Norma Olizon-Chikiamco, 64pp HB. Tuttle Publishing C17		1	pcs	2,025.00	2,025.00		
<b>Note:</b> Other terms and conditions are stipulated in the attached Terms of Reference, if any.			<b>Total</b>		<b>179,997.00</b>			
<b>DELIVERY TERM:</b> Within <b>Thirty (30)</b> calendar days upon the receipt of Notice to Proceed but not to exceed 31 December 2023.								

*\*Indicate the BRAND NAME or MANUFACTURER NAME and the specific MODEL to be offered or attach a BROCHURE for the offered item; items including but not limited to clothing, vehicle, equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- **Mayor's/Business Permit** (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
- **PhilGEPS Registration Number**
- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).

In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:

1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
  2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- Accomplished and notarized **Omnibus Sworn Statement** ([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx))
  - **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

**ADDITIONAL REQUIREMENTS:**

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;

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- c. License to Operate;
- d. Batch Release Certificate (for vaccines, toxoids and immunoglobulins only) [to be submitted upon delivery]; and
- e. Certificate of Analysis (for anesthesia and antibiotics) [to be submitted upon delivery].

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4<sup>th</sup> Floor, Pasig City Hall, San Nicolas, Pasig City.**

All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4<sup>th</sup> Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

The CITY GOVERNMENT OF PASIG 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.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at [bidsandawards@pasigcity.gov.ph](mailto:bidsandawards@pasigcity.gov.ph)



**ATTY. PONCE MIGUEL D. LOPEZ**  
Officer in Charge, Procurement Management Office

**I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.**




**Conforme:**

\_\_\_\_\_

**Signature over Printed Name** **Position**

Duly authorized to sign quotation/offer for and on behalf of \_\_\_\_\_  
**(Please indicate Company Name)**

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