



REQUEST FOR QUOTATION

(Small Value Procurement)
ASD-074-2025

Name of Project : **Supply and Delivery of Books**

Approved Budget for the Contract : **₱ 199,800.00**

Deadline for Submission : **December 19, 2025**
8:00 a.m. – 5:00 p.m.

Please quote your best offer/quotation for the items described on the attached Specifications on or before the deadline for submission.

Quotations shall be submitted in person to the Chairperson, Bids and Awards Committee, 5th floor, PPA Corporate Building Bonifacio Drive, South Harbor, Port Area, Manila. Quotations/documents sent/submitted thru email or to any other departments/units will not be considered.

You are required to submit the following documents together with your signed quotation/offer:

1. Duly signed quotation/offer by the Authorized Representative (with proof of authorization).
2. Valid Business/Mayor's Permit
3. PhilGEPs Registration Number
4. Duly signed Omnibus Sworn Statement by the authorized representative and duly notarized

Failure to submit the above requirements during the opening of bids is a ground for the disqualification of the bidder.

For further information, please refer to:

The BAC Secretariat, Philippine Ports Authority
5th Floor PPA Corporate Bldg., Bonifacio Drive
South Harbor, Port Area, Manila
Telephone No. 7954-8800/8405-5500/
8527-8356 to 83 loc. 539
PPA Website: www.ppa.com.ph

Very Truly Yours,


MARK JON S. PALOMAR
Chairperson, Bids and Awards Committee
Procurement of Goods and Consultancy Services

*PPA Corporate Bldg., Bonifacio Drive, South Harbor,
Port Area, Manila, Philippines 1018*

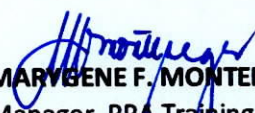
MARITIME BOOKS
SPECIFICATIONS
CY 2025

MARITIME BOOKS				
No.	ITEM	QTY.	UNIT	EDITION
	MARITIME BOOKS			
1.	Code of Existing Ships Carrying Liquefied Gases in Bulk, 1976 ed.	1	Copy	1976 Ed.
2.	SOLAS Consolidated Edition 2024	1	Copy	2020 Ed.
3.	Procedures for Port State, 2021 (2024 ed.)	1	Copy	2022 Ed.
4.	Ships Carrying Dangerous Chemicals in Bulk (BCH), 2008 Ed.	1	Copy	2019
5.	IMDG Code, 2022 Ed (incorporating Amendments 41-22), 2 Vols. Set	2	Sets	2022 Ed.
6.	IAMSAR Manual Volume III (Mobile facilities) 2022 Ed.	1	Copy	2022 Ed
7.	Safe Handling and Transport of Solid Bulk Cargoes, 2019 Ed.	1	Copy	2019
8.	MARPOL Consolidated Ed. 2022	1	Copy	2022
9.	IMDG Code Supplement 2024 Ed. 2 Copies	2	Copies	2024
10.	A guide to Contingency Planning for Maritime Terminals Handling Liquefied Gases in Bulk, 1 st Ed 1989	1	Copy	Latest Ed.
11.	Inspection Guidelines for Ships Carrying Liquefied Gases in Bulk 2 nd ed. 1998	1	Copy	Latest Ed.
12.	2011 ESP Code (2020 Ed.)	1	Copy	2020 Ed.
13.	ISM Code and Guidelines, 2018 Ed.	1	Copy	Latest Ed.
14.	Collision Regulations Convention (COLREGS), 2003 Ed	1	Copy	Latest Ed.
15.	Cargo Stowage and Securing (CSS) Code, 2021	1	Copy	2021
16.	STCW including 2010 Manila Amendments, 2017 Ed.	1	Copy	Latest Ed.
17.	GMDSS Manual, 2024 Ed	1	Copy	March 2024
18.	IMSBC Code, 2023 Edition	1	Copy	2023 ed.

Prepared By:


RICHELDA F. MARCELO
Senior Librarian

Noted By:


MARYBENE F. MONTENEGRO
Manager, PPA Training Institute

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

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

AFFIDAVIT

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

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

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

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

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

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

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

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

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

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

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

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, Procurement Agent if engaged, members of the Bids and Awards

Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

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

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

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

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

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