



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION  
MARITIME INDUSTRY AUTHORITY

**REQUEST FOR QUOTATION**

DATE: \_\_\_\_\_

Name of Company : \_\_\_\_\_

Address : \_\_\_\_\_

Business Permit Number : \_\_\_\_\_

Company TIN : \_\_\_\_\_

PhilGEPS Registration Number (required): \_\_\_\_\_

Name of Representative & Designation : \_\_\_\_\_

The Maritime Industry Authority (MARINA) through its Bids and Awards Committee (BAC), intends to PROCURE VARIOUS BOOKS FOR STCWO FY: 2023 (3<sup>RD</sup> POSTING) in accordance with Section 53.9 (Negotiated Procurement – Small Value Procurement *Seven Hundred Eighty Thousand Eight Hundred Fifty Pesos only (P780,850.00)*). The period for the performance of the obligations shall not go beyond the appropriations for this Procurement Project.

Please quote your **best offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by your representative **not later than 28 December 2023** at the MARINA BAC Office located at 10<sup>th</sup> Floor MARINA Building, Bonifacio Drive cor., 20<sup>th</sup> Street, Port Area, Manila, Philippines.

A copy of your **PhilGEPS Registration Number, Business/Mayor's Permit (FY: 2023), Latest Copy of Business/ Income Tax Return (ITR) and Omnibus Sworn Statement** are required to be submitted along with your signed quotation/proposal.

For any clarification, you may contact BAC Secretariat at telephone no. **(+632) 8524-6518** or email address at [bacsec@marina.gov.ph](mailto:bacsec@marina.gov.ph)

  
ATTY. SHARON L. DE CHAVEZ-ALEDO  
BAC Chairperson

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BIDS AND AWARDS COMMITTEE

A. Bonifacio Avenue corner 20th Ave. corner Railroad Street, South Harbor, Port Area, Manila

(+632) 8524-6518 | [marina.gov.ph](http://marina.gov.ph) | [bacsec@marina.gov.ph](mailto:bacsec@marina.gov.ph)

**INSTRUCTIONS:**

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the content of this form in any way.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Supplier must state here either **"Comply"** or **any equivalent term** in the column "Supplier's Statement of Compliance" against each of the individual parameters of each specification. Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate **"0"** if item being offered is for free.

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

**S P E C I F I C A T I O N S****PROCUREMENT FOR VARIOUS BOOKS FOR STCWO FY: 2023 (3<sup>RD</sup> POSTING)**

Item	Description	QTY	UNIT	Supplier's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
<b>LOT I (P691,382.00)</b>	<b>MARITIME BOOKS</b>					
1.	International Medical Guide for Ships, 3rd Edition, 2008 (115)	2	Book			
2.	IF520e MARPOL consolidated edition, 2022 edition	2	Book			
3.	SOLAS Consolidated Edition 2020 (16110)	2	Book			
4.	IGF Code, 2016 Edition (I109)	1	Book			
5.	Polar Code, 2016 Edition (I191)	1	Book			
6.	Ballast Water Management - How to do it, 2017 Edition (I624)	1	Book			
7.	Marine Oil Pollution Incident, 2016 Edition	1	Book			
8.	IGC Code, 2016 Edition (IA104)	1	E-Book			
9.	BLU Code (inc. BLU Manual), 2011 Edition (IA266)	1	Book			
10.	Crude Oil Washing Systems, 2000 Edition (IA617)	1	Book			
11.	Anti-Fouling Convention, 2005 Edition (IA680)	1	E-Book			
12.	Pocket Guide to Recovery Techniques, 2014 Edition (IA947)	1	Book			
13.	Guidelines on Fatigue, 2019 Edition (IA968)	1	E-Book			
14.	IMO SMCP: Publication and CD (2005) (IA987)	1	E-Book			
15.	Guide to Maritime Security and the ISPS Code, 2021 Edition (IB116)	1	E-Book			
16.	Fire Safety Systems (FSS) Code, 2015 Edition (IB155)	1	Book			

17.	High-Speed Craft (2000 HSC) Code, 2021 Edition (IB185)	1	Book			
18.	2011 ESP Code (2020 Edition) (IC265)	1	Book			
19.	Cargo Stowage & Securing (CSS) Code, 2021 Edition (IC292)	1	Book			
20.	Ships Carrying Dangerous Chemicals in Bulk (BCH), 2008 Edition (IC772)	1	E-Book			
21.	International Code on Intact Stability (IS), (2008), 2020 Edition (IC874)	1	Book			
22.	ISM Code & Guidelines, 2018 Edition (ID117)	1	Book			
23.	GMDSS Manual, 2019 Edition (11970)	1	Book			
24.	IAMSAR Manual: Volume II (Mission Coordination), 2022 Edition (IH961)	1	E-Book			
25.	IMO IJ260E IMSBC Code and Supplement, 2022 Edition (IK260)	1	Book			
26.	IMO IK210E IMDG Code Supplement, 2022 Edition	1	Book			
27.	IMO IK960E - IAMSAR Manual Volume I (Organization & Management), 2022 Edition	1	E-Book			
28.	IMO IK962E - IAMSAR Manual Volume III (Mobile Facilities), 2022 Edition	2	Book			
29.	IMO Model Course T715E Model course: Electro-Technical Rating, 2019 Edition	1	Book			
30.	IMO T105E - Model Course Advanced Training for Liquefied Gas Tanker Cargo Operations, 2015	1	Book			
31.	IMO T124E Model Course Proficiency in Fast Rescue Boats, 2000 Edition	1	E-Book			
32.	IMO T141E Model Course: Passenger Ship Crowd Management Training, 2018 Edition	1	Book			
33.	IMO T142E Model Course: Passenger Ship Crisis Management & Human Behavior Training, 2019 Edition	1	E-Book			
34.	IMO T144E Model Course: Safety Training for Personnel Providing Direct Service to Passengers in Passenger Spaces, 2018	1	Book			
35.	IMO T326E Model Course Security Training for DSD Seafarers, 2012 Edition	1	Book			
36.	IMO T327E Model Course Security Awareness Training for all Seafarers, 2012 Edition	1	Book			
37.	IMO T405E - Model course: Energy Efficient Operation of Ships, 2014 Edition	1	Book			
38.	IMO T708E - Model course: Electro-Technical Officer, 2014 Edition	1	E-Book			
39.	IMO T709E Model Course: Ratings Forming Part of a Watch in a Manned Engine Room or Designated to Perform Duties in a Periodically	1	Book			

	Unmanned Engine-Room					
40.	IMO T710E Model Course: Ratings as Able Seafarer Deck, 2017 Edition	1	Book			
41.	IMO T711E Model Course: Basic Training for Ships in Polar Waters, 2017 Edition	1	Book			
42.	IMO T712E Model Course: Advanced Training for Ships Operating in Polar Waters, 2017 Edition	1	Book			
43.	IMO T713E Model course: Basic training on ships subject to IGF Code, 2019 Edition	1	Book			
44.	IMO T714E Model course: Advanced training for ships subject to the IGF Code, 2019 Edition	1	Book			
45.	IMO TA103E Model Course Advanced Training for Chemical Tanker Cargo Operations, 2016 Edition	1	Book			
46.	IMO TA136E Liquefied Natural Gas (LNG) Tanker Cargo and Ballast Handling Simulator, 2019 edition	1	Book			
47.	IMO TA203E Model Course Advanced Fire Fighting, 2000 Edition	1	Book			
48.	IMO TA319E Model Course: ISPS Ship Security Officer, 2012 Edition	1	Book			
49.	IMO TB107E Model Course Radar Navigation at Operational Level, 2017 Edition	1	Book			
50.	IMO TB108E Model Course Radar Navigation at Management Level (Radar, ARPA, Bridge Teamwork & SAR) 2019 Edition	1	Book			
51.	IMO TB121E Model Course Safety & Social Responsibility, 2016 Edition	1	Book			
52.	IMO TB125E Model Course General Operator's Certificate for GMDSS, 2015 Edition	1	Book			
53.	IMO TB207E Model Course: Engine-Room Simulator, 2017 Edition	1	Book			
54.	IMO TC102E Model Course Advanced Training for Oil Tanker Cargo Operations, 2015 Edition	1	Book			
55.	IMO TC104E Model Course: Basic Training for Liquefied Gas Tanker Cargo Operations, 2014 Edition	1	Book			
56.	T716E Ratings Seafarer Engine, 2019 Edition	1	Book			
57.	Bridge Procedures Guide 6th Edition 2022	1	Book			
58.	Safe Transport of Container by Sea Guidelines in Industry Practices	1	Book			
59.	STCW including 2010 Manila Amendments, 2017 edition (ID938)	4	Book			
60.	Life-Saving Appliances including LSA Code, 2017 Edition	1	E-Book			
61.	The Mariners Handbook 12th edition 2020 (NP100)	1	Book			

62.	IALA Maritime Bouyage System 8th/2018 (NP735)	1	Book		
63.	Symbols and Abbreviations used on Admiralty Charts (8th / 2020) (NP5011)	1	Book		
64.	COLREG 2003 Ed. (convention on the international regulations for preventing collisions at sea, 1972) (IB904)	1	Book		
65.	Nautical Almanac 2023	1	Book		
66.	International Code of Signals 5Ed 2005 (2021) (IB994)	1	Book		
67.	Admiralty Guide to the Practical Use of ENC (3rd/2019) (NP231)	1	Book		
68.	Load Lines Convention 1966, 2021 Edition (Including Revised Inified Interpretations) (IC701)	1	Book		
69.	IBC Code 2020 (International Code for the Construction and Equipment of ships carrying Dangerous Chemicals in Bulk) (E100)	2	Book		
70.	ISGOTT 6Ed 2020 (International Safety Guide for Oil Tankers and Terminals)	1	Book		
71.	BMP5 Best Management Practices to Deter Piracy and Enhance Maritime Security in the Red Sea, Gulf of Aden, Indian Ocean and Arabian Sea	1	Book		
72.	Ship Inspection Report (SIRE) Programme	1	Book		
73.	Guidelines for the Implementation of Annex V of MARPOL 2017 Ed. (IC656)	1	Book		
74.	Port Reception Facilities - How to do it 2016 Edition (IB597)	1	Book		
75.	Ballast Water Management Convention and BWMS Code with Guidelines for Implementation 2018 Ed. (IA621)	1	Book		
76.	CSC 2014 Edition Safe Containers (IC282)	1	Book		
77.	American Practical Navigator – BOWDITCH 2019 Edition (Volume 1 and 2)	1	Book		
78.	Marine Boilers 3Ed 1990 G.T.H Flanagan	1	Book		
79.	A Step-By-Step Guide to Overhauling Generators On Ships	1	E-Book		
80.	The Ultimate Guide to Operating Procedures For Engine Room Machinery	1	E-Book		
81.	An Ultimate Guide to Cargo Operations For Tankers (2nd Edition)	1	E-Book		
82.	Maintenance and Troubleshooting Of Marine Electrical Systems	1	E-Book		
83.	Hydraulics for Mariners	1	E-Book		
84.	Marine Electrical Technology – 12th Edition	1	E-Book		
85.	Marine Control Technology – 5th	1	E-Book		

	Edition				
86.	Marine High Voltage Technology	1	E-Book		
87.	Applied Marine Control and Automation	1	E-Book		
<b>LOT II (P75,686.50)</b>	<b>LAW BOOKS</b>				
1.	1987 Philippine Constitution (P/S), 2016 Edition	1	Book		
2.	Revised Penal Code (Codal-Pocket Size), 2018 Edition	1	Book		
3.	Civil Code of the Philippines (Codal-Pocket Size), 2017 Edition	1	Book		
4.	The Revised Rules of Court in the Philippines (Codal) 2020 Edition	1	Book		
5.	Remedial Laws of the Philippines (Lawyer's Edition), 2018 Edition	1	Book		
6.	Proceedings in Administrative and Quasi-Judicial Bodies, 2016 Edition Author: Recaredo P. Barte	1	Book		
7.	Philippine Administrative Law, 2016 Edition Author: Carlo L. Cruz	1	Book		
8.	Administrative Law: Text and Cases [Clothbound], 2016 Edition Author: Hector S. De Leon, Hector M. De Leon, Jr.	1	Book		
9.	The Law on Public Officers, 2018 Edition Author: Carlo L. Cruz	1	Book		
10.	Political Law Reviewer (Clothbound), 2018 Edition Author: Rolando Suarez	1	Book		
11.	Political Law Reviewer, 2020 Edition Author: Judge Ed Vincent Albano	1	Book		
12.	Philippine Laws on Overseas Seafarers, 2011 Edition Author: Atty. Teresita D. Castillio-Lora	1	Book		
13.	Fundamentals of Legal Writing [Paperbound], 2014 Edition Author: Justice Roberto A. Abad and Atty. Blessilda Abad-Gamo	1	Book		
14.	Legal Writing: A Competency-Based Approach, 2018 Edition Author : Gil Marvel P. Tabucanon and David A. Mockon	1	Book		
15.	Law Dictionary Paper Bound (4 <sup>th</sup> , 2020 Edition) Author: Dean Ernesto C. Salao	1	Book		
16.	Black's Law Dictionary (11 <sup>th</sup> , 2019 Edition) Author: Bryan A. Garner	1	Book		
17.	Evidence: A Compendium for the	1	Book		

	Bench and Bar (Clothbound), 2021 Edition Author: Dean Ferdinand Tan				
18.	Insights on Evidence (Clothbound), 2020 Edition Author: Chief Justice Diosdado M. Peralta and Justice Eduardo B. Peralta Jr	1	Book		
19.	Remedial Law Reviewer Volume 2, 2020 Edition Author: Judge Ed Vincent Albano	1	Book		
20.	Primer-Reviewer on Remedial Law Volume 2 (Special Proceedings, Criminal Procedure, and Evidence), 2020 Edition Author: Prof. Manuel R. Riguera	1	Book		
21.	Statutory Construction, 2015 Edition Author: Rolando Suarez	1	Book		
22.	Reviewer on Commercial Law, 2019 Edition Author: Jose R. Sundiang Sr. and Timoteo Aquino	1	Book		
23.	Philippine Corporate Law, 2018 Edition Author: Cesar Lapuz Villanueva	1	Book		
24.	Commentaries and Jurisprudence on the Revised Corporation Code of the Philippines (Clothbound), 2020 Edition Author: Timoteo B. Aquino and Maria Margaret Bernadette A. Aquino	1	Book		
25.	Philippines Commercial Laws Volume IV, 2020 Edition Author: Hernando B. Perez	1	Book		
26.	Essential of Transportation and Public Utilities Law, 2020 Edition Author: Timoteo B. Aquino and Ramon Paul L. Hernando	1	Book		
27.	Labor Law Review (Clothbound), 2018 Edition Author: Atty. Paulino D. Ungos, Jr., Atty. Paulino Q. Ungos, III	1	Book		
28.	The Labor Code with Comments and Cases Vol. II-A Labor Relations, Vol. II-B Employment Termination, 2016 Edition Author: Cesario Azucena	1	Book		
29.	Handbook on Pleadings: Basic Rules and Forms, 2014 Edition Author: Rufino Javier	1	Book		
30.	Legal Forms (Cloth Bound), 2019 Edition Author: Rolando A. Suarez	1	Book		
31.	Provisional Remedies and Special	1	Book		

	Civil Actions, 2020 Edition Author: Voltaire Duano					
32.	Maritime Work Law Fundamentals: Responsible Shipowners, Reliable Seafarers	1	eBook			
33.	Seafarers' Rights	1	Book			
34.	Basic Documents - Volume I	1	Book			
<b>LOT III (13,781.50)</b>	<b>ISO 9001:2015 BOOKS</b>					
1.	ISO 9001:2015 - A Complete Guide to Quality Management System, 2016 Edition Author: Itay Abuhav	1	e-Book			
2.	ISO 9001:2015 - Audit Guide and Checklist, 2016 Edition Author: Patrick Ambrose	1	e-Book			
3.	ISO 21001 A Complete Guide, 2021 Edition Author: Gerardus Blokdyk	1	e-Book			

*\*The above quoted prices are inclusive of all costs and applicable taxes.*

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone No.

\_\_\_\_\_  
Fax/Mobile No.

\_\_\_\_\_  
Email Address/es

This schedule of requirements stipulates the period of delivery of the items covered by the RFQ to the official address of the procuring entity. Deliveries should be made within office hours and on regular working days or on the date as may be stipulated in the contract.

## SCHEDULE OF REQUIREMENTS

PROCUREMENT FOR VARIOUS BOOKS FOR STCWO FY: 2023 (3 <sup>RD</sup> POSTING)			
Item	Description	Delivery Term	Bidders Statement of Compliance in Delivery Date
	<p><b>CONDITIONS AND SUPPLIER RESPONSIBILITIES:</b></p> <ol style="list-style-type: none"> <li>1. The procurement of various books of the STCWO is divided into three (3) Lots. As such, the prospective supplier may submit quotations for one, two and/or all lots as indicated in Item II above;</li> <li>2. The winning supplier shall deliver new and in perfect condition books no torn/missing pages and damaged covers;</li> <li>3. All bids shall be considered as fixed prices and not subject to price escalation during contract implementation;</li> <li>4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes and fees;</li> <li>5. Warranty: books found with defects must be replaced with a new copy within thirty (30) days upon receipt of notification of the defect at no cost to the MARINA; and</li> <li>6. The prospective supplier shall submit the following documents:               <ol style="list-style-type: none"> <li>a. PhilGEPS Registration Number;</li> <li>b. Mayor's/Business Permit (FY:2023)</li> <li>c. Latest Copy of Business/ Income Tax Return (ITR)</li> <li>d. Omnibus Sworn Statement :                   <ol style="list-style-type: none"> <li>d.1 To attach duly notarized Special Power of Attorney (If representing the owner of a Sole proprietorship, or</li> <li>d.2 To attach duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable if representing a Partnership Corporation, Cooperative, or Joint Venture</li> </ol> </li> </ol> </li> </ol>	<p>The delivery shall be within thirty (30) calendar days from the receipt of Notice to Proceed and Purchase Order (for Electric Format and Print Format).</p>	

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone No.

\_\_\_\_\_  
Fax/Mobile No.

\_\_\_\_\_  
Email Address/es

**FINANCIAL OFFER**

**PROCUREMENT FOR VARIOUS BOOKS FOR STCWO FY: 2023 (3<sup>RD</sup> POSTING)**

Approved Budget for the Contract (ABC)	Total Offered Quotation
<b>Seven Hundred Eighty Thousand Eight Hundred Fifty Pesos (P780, 850.00)</b>	In words: _____ _____
	In figures: _____ _____
	_____
	_____

**Terms of Payment:**

1. Payment shall be made through List of Due and Demandable Accounts Payable with Advice to Debit Account (LDDAP-ADA) within seven to fifteen (7-15) calendar days upon receipt of billing invoice/Statement of Account and issuance of Inspection and Acceptance Report by the MARINA;
2. The supplier shall provide the bank Account preferably Landbank Account otherwise, bank charges shall be borne by the supplier.

**Payment Details:**

Banking Institution : \_\_\_\_\_

Account Number : \_\_\_\_\_

Account Name : \_\_\_\_\_

Branch : \_\_\_\_\_

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone No.

\_\_\_\_\_  
Fax/Mobile No.

\_\_\_\_\_  
Email Address/es

## TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of *thirty (30) calendar days* from the date of submission.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the e-mail shall be considered.
6. Award of contract shall be made to lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The MARINA shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the MARINA-BAC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
11. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the supplier's account.**
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The MARINA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract without prejudice to other courses of action and remedies open to it.

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Signature over Printed Name

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Position/Designation

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Office Telephone No.

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Fax/Mobile No.

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Email Address/es



## MARITIME INDUSTRY AUTHORITY

### TERMS OF REFERENCE FOR THE PROCUREMENT OF VARIOUS BOOKS FOR STCWO FY: 2023

#### I. OBJECTIVE:

This project aims to procure various books from reputable suppliers capable to provide the STCW Office with direct access to books for their day-to-day operations specifically for the research, references, design and development of training standards.

- II. The Maritime Industry Authority (MARINA), a government agency established pursuant to Presidential Decree No. 474 (1974) and an attached agency to the Department of Transportation (DOTr), wishes to invite quotations from interested persons and entities for the following:

CONTRACT PACKAGE		ITEM DESCRIPTION	QTY
LOT I (P691,382.00)		MARITIME BOOKS	
1.	Book	International Medical Guide for Ships, 3rd Edition, 2008 (I115)	2
2.	Book	IF520e MARPOL consolidated edition, 2022 edition	2
3.	Book	SOLAS Consolidated Edition 2020 (16110)	2
4.	Book	IGF Code, 2016 Edition (I109)	1
5.	Book	Polar Code, 2016 Edition (I191)	1
6.	Book	Ballast Water Management - How to do it, 2017 Edition (I624)	1
7.	Book	Marine Oil Pollution Incident, 2016 Edition	1
8.	E-Book	IGC Code, 2016 Edition (IA104)	1
9.	Book	BLU Code (inc. BLU Manual), 2011 Edition (IA266)	1
10.	Book	Crude Oil Washing Systems, 2000 Edition (IA617)	1
11.	E-Book	Anti-Fouling Convention, 2005 Edition (IA680)	1
12.	Book	Pocket Guide to Recovery Techniques, 2014 Edition (IA947)	1
13.	E-Book	Guidelines on Fatigue, 2019 Edition (IA968)	1
14.	E-Book	IMO SMCP: Publication and CD (2005) (IA987)	1
15.	E-Book	Guide to Maritime Security and the ISPS Code, 2021 Edition (IB116)	1
16.	Book	Fire Safety Systems (FSS) Code, 2015 Edition (IB155)	1
17.	Book	High-Speed Craft (2000 HSC) Code, 2021 Edition (IB185)	1
18.	Book	2011 ESP Code (2020 Edition) (IC265)	1
19.	Book	Cargo Stowage & Securing (CSS) Code, 2021 Edition (IC292)	1
20.	E-Book	Ships Carrying Dangerous Chemicals in Bulk (BCH), 2008 Edition (IC772)	1
21.	Book	International Code on Intact Stability (IS), (2008), 2020 Edition (IC874)	1
22.	Book	ISM Code & Guidelines, 2018 Edition (ID117)	1
23.	Book	GMDSS Manual, 2019 Edition (I1970)	1
24.	E-Book	IAMSAR Manual: Volume II (Mission Coordination), 2022 Edition (IH961)	1
25.	Book	IMO IJ260E IMSBC Code and Supplement, 2022 Edition (IK260)	1
26.	Book	IMO IK210E IMDG Code Supplement, 2022 Edition	1
27.	E-Book	IMO IK960E - IAMSAR Manual Volume I (Organization & Management), 2022 Edition	1
28.	Book	IMO IK962E - IAMSAR Manual Volume III (Mobile Facilities), 2022 Edition	2



## MARITIME INDUSTRY AUTHORITY

29.	Book	IMO Model Course T715E Model course: Electro-Technical Rating, 2019 Edition	1
30.	Book	IMO T105E - Model Course Advanced Training for Liquefied Gas Tanker Cargo Operations, 2015	1
31.	E-Book	IMO T124E Model Course Proficiency in Fast Rescue Boats, 2000 Edition	1
32.	Book	IMO T141E Model Course: Passenger Ship Crowd Management Training, 2018 Edition	1
33.	E-Book	IMO T142E Model Course: Passenger Ship Crisis Management & Human Behavior Training, 2019 Edition	1
34.	Book	IMO T144E Model Course: Safety Training for Personnel Providing Direct Service to Passengers in Passenger Spaces, 2018	1
35.	Book	IMO T326E Model Course Security Training for DSD Seafarers, 2012 Edition	1
36.	Book	IMO T327E Model Course Security Awareness Training for all Seafarers, 2012 Edition	1
37.	Book	IMO T405E - Model course: Energy Efficient Operation of Ships, 2014 Edition	1
38.	E-Book	IMO T708E - Model course: Electro-Technical Officer, 2014 Edition	1
39.	Book	IMO T709E Model Course: Ratings Forming Part of a Watch in a Manned Engine Room or Designated to Perform Duties in a Periodically Unmanned Engine-Room	1
40.	Book	IMO T710E Model Course: Ratings as Able Seafarer Deck, 2017 Edition	1
41.	Book	IMO T711E Model Course: Basic Training for Ships in Polar Waters, 2017 Edition	1
42.	Book	IMO T712E Model Course: Advanced Training for Ships Operating in Polar Waters, 2017 Edition	1
43.	Book	IMO T713E Model course: Basic training on ships subject to IGF Code, 2019 Edition	1
44.	Book	IMO T714E Model course: Advanced training for ships subject to the IGF Code, 2019 Edition	1
45.	Book	IMO TA103E Model Course Advanced Training for Chemical Tanker Cargo Operations, 2016 Edition	1
46.	Book	IMO TA136E Liquefied Natural Gas (LNG) Tanker Cargo and Ballast Handling Simulator, 2019 edition	1
47.	Book	IMO TA203E Model Course Advanced Fire Fighting, 2000 Edition	1
48.	Book	IMO TA319E Model Course: ISPS Ship Security Officer, 2012 Edition	1
49.	Book	IMO TB107E Model Course Radar Navigation at Operational Level, 2017 Edition	1
50.	Book	IMO TB108E Model Course Radar Navigation at Management Level (Radar, ARPA, Bridge Teamwork & SAR) 2019 Edition	1
51.	Book	IMO TB121E Model Course Safety & Social Responsibility, 2016 Edition	1
52.	Book	IMO TB125E Model Course General Operator's Certificate for GMDSS, 2015 Edition	1
53.	Book	IMO TB207E Model Course: Engine-Room Simulator, 2017 Edition	1
54.	Book	IMO TC102E Model Course Advanced Training for Oil Tanker Cargo Operations, 2015 Edition	1
55.	Book	IMO TC104E Model Course: Basic Training for Liquefied Gas Tanker Cargo Operations, 2014 Edition	1
56.	Book	T716E Ratings Seafarer Engine, 2019 Edition	1
57.	Book	Bridge Procedures Guide 8th Edition 2022	1



## MARITIME INDUSTRY AUTHORITY

58.	Book	Safe Transport of Container by Sea Guidelines in Industry Practices	1
59.	Book	STCW including 2010 Manila Amendments, 2017 edition (ID938)	4
60.	E-Book	Life-Saving Appliances including LSA Code, 2017 Edition	1
61.	Book	The Mariners Handbook 12th edition 2020 (NP100)	1
62.	Book	IALA Maritime Buoyage System 8th/2018 (NP735)	1
63.	Book	Symbols and Abbreviations used on Admiralty Charts (8th / 2020) (NP5011)	1
64.	Book	COLREG 2003 Ed. (convention on the international regulations for preventing collisions at sea, 1972) (IB904)	1
65.	Book	Nautical Almanac 2023	1
66.	Book	International Code of Signals 5Ed 2005 (2021) (IB994)	1
67.	Book	Admiralty Guide to the Practical Use of ENC (3rd/2019) (NP231)	1
68.	Book	Load Lines Convention 1966, 2021 Edition (Including Revised Unified Interpretations) (IC701)	1
69.	Book	IBC Code 2020 (International Code for the Construction and Equipment of ships carrying Dangerous Chemicals in Bulk) (E100)	2
70.	Book	ISGOTT 6Ed 2020 (International Safety Guide for Oil Tankers and Terminals)	1
71.	Book	BMP5 Best Management Practices to Deter Piracy and Enhance Maritime Security in the Red Sea, Gulf of Aden, Indian Ocean and Arabian Sea	1
72.	Book	Ship Inspection Report (SIRE) Programme	1
73.	Book	Guidelines for the Implementation of Annex V of MARPOL 2017 Ed. (IC656)	1
74.	Book	Port Reception Facilities - How to do it 2016 Edition (IB597)	1
75.	Book	Ballast Water Management Convention and BWMS Code with Guidelines for Implementation 2018 Ed. (IA621)	1
76.	Book	CSC 2014 Edition Safe Containers (IC282)	1
77.	Book	American Practical Navigator – BOWDITCH 2019 Edition (Volume 1 and 2)	1
78.	Book	Marine Boilers 3Ed 1990 G.T.H Flanagan	1
79.	E-Book	A Step-By-Step Guide to Overhauling Generators On Ships	1
80.	E-Book	The Ultimate Guide to Operating Procedures For Engine Room Machinery	1
81.	E-Book	An Ultimate Guide to Cargo Operations For Tankers (2nd Edition)	1
82.	E-Book	Maintenance and Troubleshooting Of Marine Electrical Systems	1
83.	E-Book	Hydraulics for Mariners	1
84.	E-Book	Marine Electrical Technology – 12th Edition	1
85.	E-Book	Marine Control Technology – 5th Edition	1
86.	E-Book	Marine High Voltage Technology	1
87.	E-Book	Applied Marine Control and Automation	1

LOT II (P75,686.50)		LAW BOOKS	
1.	Book	1987 Philippine Constitution (P/S), 2016 Edition	1
2.	Book	Revised Penal Code (Codal-Pocket Size), 2018 Edition	1
3.	Book	Civil Code of the Philippines (Codal-Pocket Size), 2017 Edition	1
4.	Book	The Revised Rules of Court in the Philippines (Codal) 2020 Edition	1



## MARITIME INDUSTRY AUTHORITY

5.	Book	Remedial Laws of the Philippines (Lawyer's Edition), 2018 Edition	1
6.	Book	Proceedings in Administrative and Quasi-Judicial Bodies, 2016 Edition Author: Recaredo P. Barte	1
7.	Book	Philippine Administrative Law, 2016 Edition Author: Carlo L. Cruz	1
8.	Book	Administrative Law: Text and Cases [Clothbound], 2016 Edition Author: Hector S. De Leon, Hector M. De Leon, Jr.	1
9.	Book	The Law on Public Officers, 2018 Edition Author: Carlo L. Cruz	1
10.	Book	Political Law Reviewer (Clothbound), 2018 Edition Author: Rolando Suarez	1
11.	Book	Political Law Reviewer, 2020 Edition Author: Judge Ed Vincent Albano	1
12.	Book	Philippine Laws on Overseas Seafarers, 2011 Edition Author: Atty. Teresita D. Castillio-Lora	1
13.	Book	Fundamentals of Legal Writing [Paperbound], 2014 Edition Author: Justice Roberto A. Abad and Atty. Blessilda Abad-Gamo	1
14.	Book	Legal Writing: A Competency-Based Approach, 2018 Edition Author: Gil Marvel P. Tabucanon and David A. Mockon	1
15.	Book	Law Dictionary Paper Bound (4 <sup>th</sup> , 2020 Edition) Author: Dean Ernesto C. Salao	1
16.	Book	Black's Law Dictionary (11 <sup>th</sup> , 2019 Edition) Author: Bryan A. Garner	1
17.	Book	Evidence: A Compendium for the Bench and Bar (Clothbound), 2021 Edition Author: Dean Ferdinand Tan	1
18.	Book	Insights on Evidence (Clothbound), 2020 Edition Author: Chief Justice Diosdado M. Peralta and Justice Eduardo B. Peralta Jr	1
19.	Book	Remedial Law Reviewer Volume 2, 2020 Edition Author: Judge Ed Vincent Albano	1
20.	Book	Primer-Reviewer on Remedial Law Volume 2 (Special Proceedings, Criminal Procedure, and Evidence), 2020 Edition Author: Prof. Manuel R. Riguera	1
21.	Book	Statutory Construction, 2015 Edition Author: Rolando Suarez	1
22.	Book	Reviewer on Commercial Law, 2019 Edition Author: Jose R. Sundiang Sr. and Timoteo Aquino	1
23.	Book	Philippine Corporate Law, 2018 Edition Author: Cesar Lapuz Villanueva	1
24.	Book	Commentaries and Jurisprudence on the Revised Corporation Code of the Philippines (Clothbound), 2020 Edition Author: Timoteo B. Aquino and Maria Margaret Bernadette A. Aquino	1
25.	Book	Philippines Commercial Laws Volume IV, 2020 Edition Author: Hernando B. Perez	1
26.	Book	Essential of Transportation and Public Utilities Law, 2020 Edition Author: Timoteo B. Aquino and Ramon Paul L. Hernando	1
27.	Book	Labor Law Review (Clothbound), 2018 Edition Author: Atty. Paulino D. Ungos, Jr., Atty. Paulino Q. Ungos, III	1
28.	Book	The Labor Code with Comments and Cases Vol. II-A Labor Relations, Vol. II-B Employment Termination, 2016 Edition Author: Cesario Azucena	1



## MARITIME INDUSTRY AUTHORITY

29.	Book	Handbook on Pleadings: Basic Rules and Forms, 2014 Edition Author: Rufino Javier	1
30.	Book	Legal Forms (Cloth Bound), 2019 Edition Author: Rolando A. Suarez	1
31.	Book	Provisional Remedies and Special Civil Actions, 2020 Edition Author: Voltaire Duano	1
32.	eBook	Maritime Work Law Fundamentals: Responsible Shipowners, Reliable Seafarers	1
33.	Book	Seafarers' Rights	1
34.	Book	Basic Documents - Volume I	1
LOT III (13,781.50)		ISO 9001:2015 BOOKS	
1.	e-Book	ISO 9001:2015 - A Complete Guide to Quality Management System, 2016 Edition Author: Itay Abuhav	1
2.	e-Book	ISO 9001:2015 - Audit Guide and Checklist, 2016 Edition Author: Patrick Ambrose	1
3.	e-Book	ISO 21001 A Complete Guide, 2021 Edition Author: Gerardus Blokdyk	1

### III. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is **Seven Hundred Eighty Thousand Eight Hundred Fifty Pesos (P780, 850.00)**, inclusive of all applicable taxes, transport/delivery or other miscellaneous expenses and will be charged against the MARINA Central Office funds FY 2023, consisting of the following: (a) Lot 1: Supply, Delivery of various Maritime Books- **P691,382.00**, (b) Lot II: Supply, Delivery of various Law Books- **P75,686.50** and (c) Lot III-Supply, Delivery of ISO Books **P13,781.50**.

### IV. CONDITIONS AND SUPPLIER RESPONSIBILITIES:

1. The procurement of various books of the STCWO is divided into three (3) Lots. As such, the prospective supplier may submit quotations for one, two and/or all lots as indicated in Item II above;
2. The winning supplier shall deliver new and in perfect condition books no torn/missing pages and damaged covers;
3. All bids shall be considered as fixed prices and not subject to price escalation during contract implementation;
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes and fees;
5. Warranty: books found with defects must be replaced with a new copy within thirty (30) days upon receipt of notification of the defect at no cost to the MARINA; and
6. The prospective supplier shall submit the following documents:
  - a. PhilGEPS Registration Number;
  - b. Mayor's/Business Permit (FY:2023)
  - c. Latest Copy of Business/ Income Tax Return (ITR)



## MARITIME INDUSTRY AUTHORITY

d. Omnibus Sworn Statement :

- d.1 To attach duly notarized Special Power of Attorney (If representing the owner of a Sole proprietorship, or
- d.2 To attach duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable if representing a Partnership Corporation, Cooperative, or Joint Venture

V. PERIOD OF DELIVERY:

The delivery shall be within thirty (30) calendar days from the receipt of Notice to Proceed and Purchase Order (for Electric Format and Print Format).

VI. TERMS OF PAYMENT:

1. Payment shall be made through List of Due and Demandable Accounts Payable with Advice to Debit Account (LDDAP-ADA) within seven to fifteen (7-15) calendar days upon receipt of billing invoice/Statement of Account and issuance of Inspection and Acceptance Report by the MARINA;
2. The supplier shall provide the bank Account preferably Landbank Account otherwise, bank charges shall be borne by the supplier.

Prepared by:

  
GALILEO M. GARCIA, CPA  
Chief, Administrative Services Division

Recommending Approval:

  
SAMUEL L. BATALLA  
Executive Director  
STCW Office

Reviewed by:

  
BUENA C. RAMOS  
Head, TWG for Gods (SVP)

  
Atty. SHARON D. ALEJO  
Chairperson, MARINA BAC

APPROVED / ~~DISAPPROVED~~

  
Atty. HERNANI N. FABIA  
Administrator



Republic of the Philippines  
DEPARTMENT OF TRANSPORTATION  
**MARITIME INDUSTRY AUTHORITY**



**PURCHASE REQUEST**

Office: STCW OFFICE

PR No.: 20-23-03-156

Division/Section: ASD

SAI No.: 31 MAR 2023

Date Request: 22 MAR 2023

Item No.	Unit	Item Description	QTY	Unit Cost	Total Cost
<b>LOT I</b>		<b>MARITIME BOOKS</b>			
1.	Book	International Medical Guide for Ships, 3rd Edition, 2008 (115)	2	P9,500.00	P19,000.00
2.	Book	IF520e MARPOL consolidated edition, 2022 edition	2	P13,900.00	P27,800.00
3.	Book	SOLAS Consolidated Edition 2020 (16110)	2	P16,600.00	P33,200.00
4.	Book	IGF Code, 2016 Edition (I109)	1		P2,000.00
5.	Book	Polar Code, 2016 Edition (I191)	1		P2,500.00
6.	Book	Ballast Water Management - How to do it, 2017 Edition (I824)	1		P2,900.00
7.	Book	Marine Oil Pollution Incident, 2016 Edition	1		P2,000.00
8.	Book	IGC Code, 2016 Edition (IA104)	1		P3,000.00
9.	Book	BLU Code (inc. BLU Manual), 2011 Edition (IA266)	1		P2,900.00
10.	Book	Crude Oil Washing Systems, 2000 Edition (IA617)	1		P3,000.00
11.	E-Book	Anti-Fouling Convention, 2005 Edition (IA680)	1		P1,800.00
12.	Book	Pocket Guide to Recovery Techniques, 2014 Edition (IA947)	1		P1,800.00
13.	Book	Guidelines on Fatigue, 2019 Edition (IA968)	1		P3,800.00
14.	Book	IMO SMCP: Publication and CD (2005) (IA987)	1		P6,300.00
15.	E-Book	Guide to Maritime Security and the ISPS Code, 2021 Edition (IB116)	1	P9,460.00	P9,460.00
16.	Book	Fire Safety Systems (FSS) Code, 2015 Edition (IB155)	1		P4,500.00
17.	Book	High-Speed Craft (2000 HSC) Code, 2021 Edition (IB185)	1		P4,500.00
18.	Book	2011 ESP Code (2020 Edition) (IC265)	1		P5,000.00
19.	Book	Cargo Stowage & Securing (CSS) Code, 2021 Edition (IC292)	1		P4,000.00
20.	Book	Ships Carrying Dangerous Chemicals in Bulk (BCH), 2008 Edition (IC772)	1		P2,500.00
21.	E-Book	International Code on Intact Stability (IS), (2008), 2020 Edition (IC874)	1	P4,400.00	P4,400.00
22.	Book	ISM Code & Guidelines, 2018 Edition (ID117)	1		P2,500.00
23.	Book	GMDSS Manual, 2019 Edition (11970)	1		P15,100.00

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24.	Book	IAMSAR Manual: Volume II (Mission Coordination), 2022 Edition (IH961)	1		P8,600.00
25.	Book	IMO IJ260E IMSBC Code and Supplement, 2022 Edition (IK260)	1		P10,200.00
26.	Book	IMO IK210E IMDG Code Supplement, 2022 Edition	1		P10,800.00
27.	Book	IMO IK960E - IAMSAR Manual Volume I (Organization & Management), 2022 Edition	1		P4,600.00
28.	Book	IMO IK962E - IAMSAR Manual Volume III (Mobile Facilities), 2022 Edition	2	P10,120.00	P20,240.00
29.	Book	IMO Model Course T715E Model course: Electro-Technical Rating, 2019 Edition	1		P6,300.00
30.	Book	IMO T105E - Model Course Advanced Training for Liquefied Gas Tanker Cargo Operations, 2015	1		P7,600.00
31.	E-Book	IMO T124E Model Course Proficiency in Fast Rescue Boats, 2000 Edition	1		P2,100.00
32.	Book	IMO T141E Model Course: Passenger Ship Crowd Management Training, 2018 Edition	1		P5,100.00
33.	E-Book	IMO T142E Model Course: Passenger Ship Crisis Management & Human Behavior Training, 2019 Edition	1		P5,100.00
34.	Book	IMO T144E Model Course: Safety Training for Personnel Providing Direct Service to Passengers in Passenger Spaces, 2018	1		P5,100.00
35.	Book	IMO T326E Model Course Security Training for DSD Seafarers, 2012 Edition	1		P3,200.00
36.	Book	IMO T327E Model Course Security Awareness Training for all Seafarers, 2012 Edition	1		P3,200.00
37.	Book	IMO T405E - Model course: Energy Efficient Operation of Ships, 2014 Edition	1		P2,500.00
38.	E-Book	IMO T708E - Model course: Electro-Technical Officer, 2014 Edition	1		P4,200.00
39.	Book	IMO T709E Model Course: Ratings Forming Part of a Watch in a Manned Engine Room or Designated to Perform Duties in a Periodically Unmanned Engine-Room	1		P5,800.00
40.	Book	IMO T710E Model Course: Ratings as Able Seafarer Deck, 2017 Edition	1		P6,300.00
41.	Book	IMO T711E Model Course: Basic Training for Ships in Polar Waters, 2017 Edition	1		P5,100.00
42.	Book	IMO T712E Model Course: Advanced Training for Ships Operating in Polar Waters, 2017 Edition	1		P5,100.00
43.	Book	IMO T713E Model course: Basic training on ships subject to IGF Code, 2019 Edition	1		P6,300.00
44.	Book	IMO T714E Model course: Advanced training for ships subject to the IGF Code, 2019 Edition	1		P6,300.00
45.	Book	IMO TA103E Model Course Advanced Training for Chemical Tanker Cargo Operations, 2016 Edition	1		P6,300.00

46.	Book	IMO TA136E Liquefied Natural Gas (LNG) Tanker Cargo and Ballast Handling Simulator, 2019 edition	1		P6,300.00
47.	Book	IMO TA203E Model Course Advanced Fire Fighting, 2000 Edition	1		P2,400.00
48.	Book	IMO TA319E Model Course: ISPS Ship Security Officer, 2012 Edition	1		P3,200.00
49.	Book	IMO TB107E Model Course Radar Navigation at Operational Level, 2017 Edition	1		P7,600.00
50.	Book	IMO TB108E Model Course Radar Navigation at Management Level (Radar, ARPA, Bridge Teamwork & SAR) 2019 Edition	1		P6,300.00
51.	Book	IMO TB121E Model Course Safety & Social Responsibility, 2016 Edition	1		P3,800.00
52.	Book	IMO TB125E Model Course General Operator's Certificate for GMDSS, 2015 Edition	1		P5,100.00
53.	Book	IMO TB207E Model Course: Engine-Room Simulator, 2017 Edition	1		P7,600.00
54.	Book	IMO TC102E Model Course Advanced Training for Oil Tanker Cargo Operations, 2015 Edition	1		P5,100.00
55.	Book	IMO TC104E Model Course: Basic Training for Liquefied Gas Tanker Cargo Operations, 2014 Edition	1		P5,100.00
56.	Book	T716E Ratings Seafarer Engine, 2019 Edition	1		P6,300.00
57.	Book	Bridge Procedures Guide 6th Edition 2022	1		P20,350.00
58.	Book	Safe Transport of Container by Sea Guidelines in Industry Practices	1		P10,800.00
59.	Book	STCW including 2010 Manila Amendments, 2017 edition (ID938)	4	P6,930.00	P27,720.00
60.	E-Book	Life-Saving Appliances including LSA Code, 2017 Edition	1	P4,200.00	P4,200.00
61.	Book	The Mariners Handbook 12th edition 2020 (NP100)	1		P9,000.00
62.	Book	IALA Maritime Buoyage System 8th/2018 (NP735)	1		P3,300.00
63.	Book	Symbols and Abbreviations used on Admiralty Charts (8th / 2020) (NP5011)	1		P3,850.00
64.	Book	COLREG 2003 Ed. (convention on the international regulations for preventing collisions at sea, 1972) (IB904)	1		P1,650.00
65.	Book	Nautical Almanac 2023	1		P8,800.00
66.	Book	International Code of Signals 5Ed 2005 (2021) (IB994)	1		P6,800.00
67.	Book	Admiralty Guide to the Practical Use of ENC (3rd/2019) (NP231)	1		P7,400.00
68.	Book	Load Lines Convention 1966, 2021 Edition (Including Revised Unified Interpretations) (IC701)	1		P5,000.00
69.	Book	IBC Code 2020 (International Code for the Construction and Equipment of ships carrying Dangerous Chemicals in Bulk)	2	P9,196.00	P18,392.00

		(E100)			
70.	Book	ISGOTT 6Ed 2020 (International Safety Guide for Oil Tankers and Terminals)	1		P44,000.00
71.	Book	BMP5 Best Management Practices to Deter Piracy and Enhance Maritime Security in the Red Sea, Gulf of Aden, Indian Ocean and Arabian Sea	1		P1,200.00
72.	Book	Ship Inspection Report (SIRE) Programme	1		P4,500.00
73.	Book	Guidelines for the Implementation of Annex V of MARPOL 2017 Ed. (IC656)	1		P2,200.00
74.	Book	Port Reception Facilities - How to do it 2016 Edition (IB597)	1		P3,300.00
75.	Book	Ballast Water Management Convention and BVMS Code with Guidelines for Implementation 2018 Ed. (IA621)	1		P3,300.00
76.	Book	CSC 2014 Edition Safe Containers (IC282)	1		P2,000.00
77.	Book	Radio Regulations 2020(4vims)	1		P50,820.00
78.	Book	American Practical Navigator – BOWDITCH 2019 Edition (Volume 1 and 2)	1		P8,500.00
79.	Book	An Advanced Guide to Marine Refrigeration System	1		P3,300.00
80.	Book	Marine Boilers 3Ed 1990 G.T.H Flanagan	1		P8,000.00
81.	E-Book	A Step-By-Step Guide to Overhauling Generators On Ships	1		P3,800.00
82.	E-Book	The Ultimate Guide to Operating Procedures For Engine Room Machinery	1		P2,700.00
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84.	Book	The Ultimate Guide To Cargo Operation Equipment For Tankers	1		P3,000.00
85.	E-Book	Maintenance and Troubleshooting Of Marine Electrical Systems	1		P7,500.00
86.	E-Book	Hydraulics for Mariners	1		P12,000.00
87.	E-Book	Marine Electrical Technology – 12th Edition	1		P10,500.00
88.	E-Book	Marine Control Technology – 5th Edition	1		P7,500.00
89.	E-Book	Marine High Voltage Technology	1		P9,700.00
90.	E-Book	Applied Marine Control and Automation	1		P10,500.00
<b>TOTAL COST</b>					<b>P691,382.00</b>

<b>LOT II</b>		<b>LAW BOOKS</b>			
1.	Book	1987 Philippine Constitution (P/S), 2016 Edition	1		P735.00
2.	Book	Revised Penal Code (Codal-Pocket Size), 2018 Edition	1		P780.00
3.	Book	Civil Code of the Philippines (Codal-Pocket Size), 2017 Edition	1		P780.00
4.	Book	The Revised Rules of Court in the Philippines (Codal) 2020 Edition	1		P820.00
5.	Book	Remedial Laws of the Philippines (Lawyer's Edition), 2018 Edition	1		P2,178.00
6.	Book	Proceedings in Administrative and Quasi-Judicial Bodies, 2016 Edition Author: Recaredo P. Barte	1		P820.00

7.	Book	Philippine Administrative Law, 2016 Edition Author: Carlo L. Cruz	1		P1,500.00
8.	Book	Administrative Law: Text and Cases [Clothbound], 2016 Edition Author: Hector S. De Leon, Hector M. De Leon, Jr.	1		P1,705.00
9.	Book	The Law on Public Officers, 2018 Edition Author: Carlo L. Cruz	1		P1,840.00
10.	Book	Political Law Reviewer (Clothbound), 2018 Edition Author: Rolando Suarez	1		P2,299.00
11.	Book	Political Law Reviewer, 2020 Edition Author: Judge Ed Vincent Albano	1		P2,780.00
12.	Book	Philippine Laws on Overseas Seafarers, 2011 Edition Author: Atty. Teresita D. Castillom-Lora	1		P1,258.00
13.	Book	Fundamentals of Legal Writing [Paperbound], 2014 Edition Author: Justice Roberto A. Abad and Atty. Blessilda Abad-Gamo	1		P875.00
14.	Book	Legal Writing: A Competency-Based Approach, 2018 Edition Author : Gil Marvel P. Tabucanon and David A. Mockon	1		P575.00
15.	Book	Law Dictionary Paper Bound (4 <sup>th</sup> , 2020 Edition) Author: Dean Ernesto C. Salao	1		P695.00
16.	Book	Black's Law Dictionary (11 <sup>th</sup> , 2019 Edition) Author: Bryan A. Garner	1		P4,438.50
17.	Book	Evidence: A Compendium for the Bench and Bar (Clothbound), 2021 Edition Author: Dean Ferdinand Tan	1		P1,650.00
18.	Book	Insights on Evidence (Clothbound), 2020 Edition Author: Chief Justice Diosdado M. Peralta and Justice Eduardo B. Peralta Jr	1		P2,090.00
19.	Book	Remedial Law Reviewer Volume 2, 2020 Edition Author: Judge Ed Vincent Albano	1		P1,848.00
20.	Book	Primer-Reviewer on Remedial Law Volume 2 (Special Proceedings, Criminal Procedure, and Evidence), 2020 Edition Author: Prof. Manuel R. Riguera	1		P1,580.00
21.	Book	Statutory Construction, 2015 Edition Author: Rolando Suarez	1		P1,065.00
22.	Book	Reviewer on Commercial Law, 2019 Edition Author: Jose R. Sundiang Sr. and Timoteo Aquino	1		P1,075.00
23.	Book	Philippine Corporate Law, 2018 Edition Author: Cesar Lapuz Villanueva	1		P2,050.00
24.	Book	Commentaries and Jurisprudence on the Revised Corporation Code of the Philippines (Clothbound), 2020 Edition Author: Timoteo B. Aquino and Maria Margaret Bernadette A. Aquino	1		P2,655.00
25.	Book	Philippines Commercial Laws Volume IV, 2020 Edition Author: Hemando B. Perez	1		P1,550.00
26.	Book	Essential of Transportation and Public Utilities Law, 2020 Edition	1		P1,850.00

		Author: Timoteo B. Aquino and Ramon Paul L. Hemando			
27.	Book	Labor Law Review (Clothbound), 2018 Edition Author: Atty. Paulino D. Ungos, Jr., Atty. Paulino Q. Ungos, III	1		P1,025.00
28.	Book	The Labor Code with Comments and Cases Vol. II-A Labor Relations, Vol. II-B Employment Termination, 2016 Edition Author: Cesario Azucena	1		P2,650.00
29.	Book	Handbook on Pleadings: Basic Rules and Forms, 2014 Edition Author: Rufino Javier	1		P1,320.00
30.	Book	Legal Forms (Cloth Bound), 2019 Edition Author: Rolando A. Suarez	1		P1,255.00
31.	Book	Provisional Remedies and Special Civil Actions, 2020 Edition Author: Voltaire Duano	1		P2,180.00
32.	eBook	Maritime Work Law Fundamentals: Responsible Shipowners, Reliable Seafarers	1		P8,525.00
33.	Book	Seafarers' Rights	1		P15,290.00
34.	Book	Basic Documents - Volume I	1		P1,950.00
<b>TOTAL COST</b>					<b>P75,686.50</b>

LOT III		ISO 9001:2015 BOOKS			
1.	e-Book	ISO 9001:2015 - A Complete Guide to Quality Management System, 2016 Edition Author: Itay Abuhav	1		P6,567.60
2.	e-Book	ISO 9001:2015 - Audit Guide and Checklist, 2016 Edition Author: Patrick Ambrose	1		P2,597.90
3.	e-Book	ISO 21001 A Complete Guide, 2021 Edition Author: Gerardus Blokdyk	1		P4,616.00
<b>TOTAL COST</b>					<b>P13,781.50</b>
<b>TOTAL COST (LOT I, II, III)</b>					<b>P780,850.00</b>

**Requisitioning Officer**

Signature: \_\_\_\_\_  
Printed Name: **SAMUEL L. BATALLA**  
Designation: **OIC, Office of the Executive Director, STCW Office**  
Purpose: **For official use of the STCWO. (1<sup>st</sup> quarter of 2023)**

CERTIFICATION	
<input checked="" type="checkbox"/> FUNDS AVAILABLE <input type="checkbox"/> NO FUNDS AVAILABLE	 <b>ATTY. MARIVIC S. RAMOS</b> Chief, Budget Division
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved
<b>PR Approver</b>	
Signature: _____ Printed Name: <b>Atty. HERNANI N. FABIA</b> Designation: <b>Administrator</b>	 <b>Atty. HERNANI N. FABIA</b> Administrator
<b>Note: Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP. special projects, etc.)</b>	

INCLUDED IN THE APP FY **2023**  
**CERTIFIED BY:**  
  
**MELLANIE T. BALIN**  
Chief, Administrative Officer

## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

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

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

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

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

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

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

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

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

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

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

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

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

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

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

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

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

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_\_ at \_\_\_\_\_, Philippines.

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

*[Insert signatory's legal capacity]*  
Affiant

*[Jurat]*

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