

**UNIVERSITY OF THE PHILIPPINES BAGUIO**

Governor Pack Road, Baguio City, Benguet, CAR

VAT Reg. TIN: 000-864-006-00007

Telephone No. 074-442-3484

Email Address: [spmou.upbaguio@up.edu.ph](mailto:spmou.upbaguio@up.edu.ph)**REQUEST FOR QUOTATION (RFQ)**

PROCUREMENT PROJECT: eBOOKS FOR UP BAGUIO

Purchase request No: 20396

Approved Budget for the Contract: ₱ 277,613.78

Date: 30 September, 2023  
 RFQ No.: 3475  
 MOP: SMALL VALUE PROCUREMENT

**INSTRUCTIONS:**

- Accomplish this RFQ correctly and completely.
- Bidder should attach a copy of the latest Business Permit, Philgeps Registration Number and Notarized Omnibus Sworn Statement for above ₱50,000.  
In Addition:  
2a. For Corporations & Cooperatives: **A Notarized Secretary's Certificate or Notarized Board Resolution;**  
2b. For Sole Proprietorship: A Notarized Special Power of Attorney if the OSS Affiant is other than the Sole Proprietor.
- Warranty shall be 6 months for supplies and materials, 1 year for equipment from the date of acceptance of the Procuring Entity.
- Submit your quotation at the Supply and Property Management Office, UP Baguio OR may email at [spmou.upbaguio@up.edu.ph](mailto:spmou.upbaguio@up.edu.ph) and cc: [bac.upbaguio@up.edu.ph](mailto:bac.upbaguio@up.edu.ph), [rclestino@up.edu.ph](mailto:rclestino@up.edu.ph) with RFQ No. **3475** as part of the subject NOT LATER THAN **8:00 AM on 5 October 2023**.
- Price validity shall be for a period of 90 calendar days.
- Bidders must indicate the Brand and Model Number offered **when appropriate**.
- Failure to follow these instructions will disqualify your entire quotation.

**Please quote your lowest government price (including VAT) on the item/s listed below, and state the time of which you can make delivery. The information stated below shall be the basis for the evaluation and calculation of your quotation.**



**RUEL C. LESTINO**  
Head, SPMO

ITEM NO.	GENERAL DESCRIPTION	Compliance with technical specifications (Pls. check)		UOM	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE
		YES	NO						
1	(il)logical Knowledge Management : A Guide to Knowledge Management in the 21st Century/Beverly Weed-Schertzer/2020/ (ISBN:9781838678036;eBook)			yy	1	5,487.75	PHP 5,487.75		
2	AI in Digital Marketing Training Guide/Anderson, Dwayne/2023 (ISBN:9781456640378;eBook)			yy	1	1,299.37	PHP 1,299.37		
3	Bad Employees : Motivation dismissal & new start for underperformers, efficient communication in human resource & job interview, solve problems & use crises as a chance for change/Janson, Simone/2020 (ISBN:9783965963177;eBook)			yy	1	2,192.98	PHP 2,192.98		
4	Become an Influencer : Get noticed & visible through online communication & social media, more impact in self-marketing public relations & positioning, inspire people with charisma/Janson, Simone/2023 (ISBN:9783965961838;eBook)			yy	1	2,192.98	PHP 2,192.98		
5	Big Data Marketing Strategies for Superior Customer Experience/Saura, Jose Ramon/2023 (ISBN:9781668464564;eBook)			yy	1	19,514.88	PHP 19,514.88		
6	Business and Management Internships : Improving Employability Through Experiential Learning/Thrassou et al/2022 (ISBN:9783031077692;eBook)			yy	1	25,857.22	PHP 25,857.22		
7	Digitalization of Management Accounting : Use Cases from Theory and Practice (The) /Keimer, Imke;Egle, Ulrich/2023 (ISBN:9783658415242;eBook)			yy	1	10,568.93	PHP 10,568.93		
8	Essentials of Strategic Management : Effective Formulation and Execution of Strategy in the Era of Sustainability/Thomas Wunder/2023 (ISBN:9783791057705;eBook)			yy	1	9,497.24	PHP 9,497.24		
9	Flexible Human Resource Management and Vocational Behaviour : The Employability Market Orientation Model/Pawlowska, Anna/2023 (ISBN:9781000818543;eBook)			yy	1	21,954.24	PHP 21,954.24		
10	Futuristic Technology Perspectives on Entrepreneurship and Sustainable Innovation/Misra, Sanjay;Jain, Amit;Kaushik, Manju;Banerjee, Chitreshh/2023 (ISBN:9781668458730;eBook)			yy	1	20,326.00	PHP 20,326.00		

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		YES	NO						
11	Global Guide to Human Resource Management : Managing Across Stakeholders (A)/Klikauer, Thomas/2022/ (ISBN:9781000594119;eBook)			yy	1	31,101.84	PHP 31,101.84		
12	Human Resource (Talent) Development/Sims, Ronald R./2023 (ISBN:9798887301686;eBook)			yy	1	17,278.80	PHP 17,278.80		
13	Innovation in Economics, Management, and Marketing for Sustainable Growth/Manuel Alonso Dos et al/2022 (ISBN:9781804555255;eBook)			yy	1	24,721.63	PHP 24,721.63		
14	Inter-Organizational Culture : Linking Relationship Marketing with Organizational Behavior/Fabiano Larentis, Claudia Simone Antonello, and Luiz Antonio Slongo/2019 (ISBN:9783030003920;eBook)			yy	1	9,755.81	PHP 9,755.81		
15	Managing Organizations in the Creative Economy : Organizational Behaviour for the Cultural Sector/Saintilan, Paul;Schreiber, David/2023 (ISBN:9781000862409;eBook)			yy	1	21,954.24	PHP 21,954.24		
16	Marketing Effectiveness and Accountability in SMEs : A Multimethodological Approach/ Smith, Trevor A/2022 (ISBN:9783031098611;eBook)			yy	1	16,099.79	PHP 16,099.79		
17	Operations Management and Data Analytics Modelling : Economic Crises Perspective/ Kumar Awasthi, Lalit;Misra, Sushendra Kumar;Panchal, Dilbagh;Tyagi, Mohit/ 2022 (ISBN:9781000530742;eBook)			yy	1	17,685.36	PHP 17,685.36		
18	Strategic Human Resource Management : A Systems Approach/ Bassett-Jones, Nige/l2023 (ISBN:9781317247371;eBook)			yy	1	20,124.72	PHP 20,124.72		
<b>Contract Award: Per line item</b> - Delivery Period: <b>Within 30 days upon receipt of Purchase Order.</b> - Payment Term: <b>30 Calendar Days</b> *** Nothing Follows ***							<b>TOTAL PRICE: P 277,613.78</b>	<b>BID TOTAL</b>	
								<b>Payment Term:</b>	
<b>TOTAL QUOTED AMOUNT IN WORDS:</b>									

After having carefully read and accepted your General Conditions, I/We quote you on the items at prices noted above.

Name of the Company: \_\_\_\_\_ Tel. No. : \_\_\_\_\_  
 Address: \_\_\_\_\_ Fax No. : \_\_\_\_\_  
 Name of Representative: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_