



Funding the Republic

Republic of the Philippines
KAGAWARAN NG PANANALAPI
KAWANIHAN NG INGATANG-YAMAN
(BUREAU OF THE TREASURY)
Intramuros, Manila



TERMS OF REFERENCE

PROCUREMENT OF VARIOUS LAW BOOKS FOR THE LEGAL LIBRARY

I. BACKGROUND

The Legal Service is dedicated to offering comprehensive legal support to the Bureau's other operating units. To ensure the efficacy and relevance of its services, it is crucial that the Legal Service remains updated on the latest legal developments and precedents. Currently, the Legal Library's collection consists of outdated materials that no longer reflect recent changes in the law.

The procurement of new law books is essential to equip the Bureau's legal professionals with the most current and accurate information, thereby enhancing their ability to provide effective legal services. This update will not only bolster the expertise of the Bureau's lawyers and staff but also ensure that their legal services are based on the latest legal standards and practices.

II. TECHNICAL REQUIREMENTS/SPECIFICATIONS

The supplier/s shall be able to provide one (1) copy of each of the following books, where applicable, whether in paperback or hardcover:

Item	Technical Specifications	Author	Year Publication	Price
1	2024 Amendments to the Tax Code: A Comparative Guide Between the NIRC and EOPT	Justice Catherine Triunfante Manahan	2024	1,780.00
2	A Multidisciplinary Approach to Legal Writing	Atty. Justin DJ. Sugang, Atty. Lex Michael L. Guiritan, Atty. Joanna Felisa C. Go	2021	406.00
3	Alternative Dispute Resolution	Justice Gabriel T. Robeniol	2024	1,680.00
4	Annotations and Jurisprudence on Criminal Procedure	Atty. Vien Lawrence S. Gabato	2024	1,560.00
5	Banking Laws of the Philippines Annotated	Bangko Sentral ng Pilipinas	2023	1,830.00
6	Basic Succession Law	Atty. Alvin Claridades	2023	1,580.00
7	Child in Conflict with the Law	Judge May Hazel M. Tagupa	2017	1,280.00
8	Commercial Laws and Jurisprudence Vol. I	Justice Jose C. Vitug, Dean Marianne Beltran-Angeles	2024	2,500.00

9	Commercial Laws and Jurisprudence Vol. II	Justice Jose C. Vitug, Dean Marianne Beltran-Angeles	2022	2,300.00
10	Compendium of Special Penal Laws	Pros. Freddie M. Nojara	2019	1,850.00
11	Compendium of Special Penal Laws Vol. II	Pros. Freddie M. Nojara	2020	1,720.00
12	Compendium of Special Penal Laws Vol. III	Pros. Freddie M. Nojara	2020	1,720.00
13	Compendium on the Law on Persons and Family Relations	Dean Alex L. Monteclar	2023	1,050.00
14	Constitutional Law	Carlo L. Cruz, Isagani Cruz	2024	2,350.00
15	Constitutional Law 1	Dean Cecilio D. Duka	2021	895.00
16	Constitutional Law 2	Dean Cecilio D. Duka	2019	1,110.00
17	Criminal Law: Concepts and Jurisprudence Book Two, Revised Penal Code (Volume One)	Pros. Freddie M. Nojara	2022	1,580.00
18	Criminal Law: Concepts and Jurisprudence Book Two, Revised Penal Code (Volume Two)	Pros. Freddie M. Nojara	2022	1,980.00
19	Election Offenses: A Compendium	Atty. Dennis Ausan	2022	1,350.00
20	Environment and Natural Resource Law	Atty. Galahad Pe Benito	2024	1,175.00
21	Estate Planning Handbook	Atty. Terrence Camua	2024	1,250.00
22	Family Law Vol I: Marriage	Atty. Katrina Legarda, Dean Ma. Soledad Deriquito-Mawis, Atty. Flordeliza C. Vargas	2023	980.00
23	Family Law Vol II: Conjugal Property of Gains and Absolute Community of Property	Atty. Katrina Legarda, Dean Ma. Soledad Deriquito-Mawis, Atty. Flordeliza C. Vargas	2021	750.00
24	Family Law Vol III: Children	Atty. Katrina Legarda, Dean Ma. Soledad Deriquito-Mawis, Atty. Flordeliza C. Vargas	2023	1,100.00
25	Footnotes Vol. I: Civil Procedure and Criminal Procedure	Dean Tranquil S. Salvador III	2023	950.00
26	Footnotes Vol. II: Evidence, Family and Marriage, Property, Contracts, Labor, Lawyers, Transportation, and Special Column	Dean Tranquil S. Salvador III	2023	1,100.00
27	Fundamentals of Human Rights Law	Atty. Francis Tom Temprosa	2022	1,080.00
28	Gabay ng Barangay sa Mediation, Conciliation and Arbitration	Atty. Irene De Torres Alogoc	2023	1,150.00
29	Gender Sensitivity and Laws on Women and Children	Dean David Robert C. Aquino	2023	2,080.00
30	Guide Notes and Cases on Tax Remedies	Dean Lily K. Gruba	2018	696.00

31	Handbook on Insurance Law (RA 10607)	Judge Rocille Aquino-Tambasacan	2019	1,350.00
32	Handbook on the Code of Professional Responsibility and Accountability (CPRA)	Atty. Rogelio N. Wong	2024	1,550.00
33	Intellectual Property Rights: The Practice	Atty. Oscar Martinez Manahan	2024	1,580.00
34	International and Domestic Arbitration	International and Domestic Arbitration	2022	2,180.00
35	Introduction to Philippine Legislation	Dean David Robert C. Aquino	2020	1,750.00
36	Land Titles and Deeds	Atty. Ed Vincent A. Albano III, Ed Vincent A. Albano, Jr., Judge Ed Vincent S. Albano, Myla Khristabelle Albano-Pua	2023	1,280.00
37	Law on Cybercrimes in the Philippines	Dean Alberto L. Deslate	2020	1,180.00
38	Law, Sustainable Development, and Foreign Financing of Infrastructure: Legal Safeguards for Economic, Environmental, and Social Sustainability of Foreign-Funded Infrastructure Projects in the Philippines	Johanna Aleria P. Lorenzo	2020	300.00
39	Laws on Easement, Road Right-of-Way & Building Setback	Atty. Alvin Claridades	2021	980.00
40	Legal and Judicial Ethics	Dean David Robert C. Aquino	2023	2,850.00
41	Legal Writing: A Competency-Based Approach	Atty. Gil Marvel P. Tabucanon, Atty. David A. Mockon	2018	420.00
42	Local Government Code	Atty. Rufus B. Rodriguez	2023	2,300.00
43	Local Taxation: The WHYs and The HOWs of Local Taxation and Real Property Taxation	Abelardo T. Domondon	2022	1,280.00
44	Moral Governance: An Introduction to Bangsamoro Organic Law	Atty. Mohammad Muktadir Ahmad Estrella, Atty. Xavier Alexen Roxas Aseron, Atty. Jake Ogario Leoncini, Atty. Kevin Buen Lacdo-o Marquez, Atty. Jose Allen M. Pilapil	2021	710.00
45	Negotiable Instruments Law and Banking Law	Atty. Josephrally L. Chavez, Jr.	2022	1,900.00
46	Notes and Cases on Philippine Government Procurement Law	Atty. Vencent L. Salido	2019	2,050.00
47	Notes and Cases on Special Penal Laws	Atty. Leonor D. Boado	2023	1,700.00
48	Obligations and Contracts	Atty. Aristeo Cruz, Dean David Robert C. Aquino	2020	1,280.00

49	Pathways to Progress: Philippine Law on Public Property and Natural Resources	Jannet Cruz-Regalado	2021	350.00
50	Partnership, Agency and Trust: Comments and Jurisprudence	Atty. Ed Vincent A. Albano III	2024	1,280.00
51	Philippine Administrative Law	Carlo L. Cruz	2024	2,150.00
52	Philippine Casualty Insurance Law	Lohel A. Martirez	2022	1,120.00
53	Philippine Compulsory Motor Vehicle Liability Insurance Law	Lohel A. Martirez	2024	680.00
54	Philippine Disaster Risk Reduction and Management System with Related Laws and the Constitution	Atty. Thorsson M. Keith	2023	920.00
55	Pointers in Taxation	Atty. Kevin Igmidio Eclevia Lat, Dr. Igmidio C. Lat	2022	2,360.00
56	Practitioner's Guide on Probation Law	Atty. Hilmerio Jose D. Garcia IV	2020	1,500.00
57	Property and Land Law (Books One and Two)	Atty. Alvin Claridades	2022	1,780.00
58	Property and Land Laws	Dean Jose I. Dela Rama Jr.	2023	1,950.00
59	Special Proceedings Annotated	Judge Janice L. Andrade-Udarbe	2023	1,420.00
60	Special Penal Laws: Concepts and Jurisprudence	Pros. Freddie M. Nojara	2021	1,950.00
61	Special Rules of Procedure Governing Philippine Shari'a Courts Annotated	Atty. Mangontawar M. Gubat	2022	1,180.00
62	Statutory and Judicial Quick Guide to Local Government and Real Property Taxation	Justice Japar B. Dimaampao	2021	840.00
63	Statutory Construction	Judge Noli C. Diaz	2022	1,450.00
64	Taxpayer's Guide (To Registration, Filing and Payment of Taxes)	Justice Catherine Triunfante Manahan	2019	950.00
65	The Amended Rules on Civil Procedure Annotated (Book 2)	Judge Janice L. Andrade-Udarbe	2023	1,750.00
66	The Amended Rules on Civil Procedure Annotated (Book 1)	Judge Janice L. Andrade-Udarbe	2023	1,750.00
67	The Family Code of the Philippines: Concepts, Principles and Jurisprudence	Dean David Robert C. Aquino	2023	2,180.00
68	The General Banking Law Annotated	Dean David Robert C. Aquino	2023	2,950.00
69	The Indigenous People's Rights Act: Commentaries and Guide in Practice	Atty. Melanie P. Pimentel	2021	595.00
70	The Labor Code Volume 1: Labor Standards	Atty. Celestino Caingat Jr.	2023	1,850.00
71	The Labor Code Volume 2: Labor Relations	Atty. Celestino Caingat Jr.	2023	1,850.00

72	The Law on Credit Transactions: Commentaries and Jurisprudence	Atty. Ed Vincent A. Albano III	2024	1,450.00
73	The Law on Government Procurement Contracts	Atty. F. B. Nacor	-	1,600.00
74	The Law on Income Taxation in the Philippines	Atty. Danilo M. Galang, Jr.	2021	820.00
75	The Law on Public Officers	Atty. Vien Lawrence S. Gabato	2023	1,450.00
76	The Law on Public Officers and Election Law	Atty. Hector S. De Leon, Atty. Hector M. De Leon, Jr.	2019	1,473.00
77	The National Internal Revenue Code of the Philippines	Rex Education Editorial Staff, Atty. Ernesto C. Salao	2023	700.00
78	The Philippine Anti-Money Laundering Act Annotated	Atty. Vencent L. Salido	2019	1,520.00
79	The Public-Private Partnership Code of the Philippines	Atty. Ferdinand Asejo Nague	2024	1,580.00
80	The Revised Corporation Code Annotated	Atty. Aristeo Cruz, Dean David Robert C. Aquino	2019	1,100.00
81	The Revised Penal Code of the Philippines	Rex Education Editorial Staff	2023	825.00
82	The Revised Rules on Evidence Annotated	Judge Janice L. Andrade-Udarbe	2023	1,180.00
83	Torts and Damages: Commentary & Jurisprudence	Atty. Ed Vincent A. Albano III, Judge Ed Vincent S. Albano	2024	1,480.00
84	Transfer and Business Taxation in the Philippines	Atty. Danilo M. Galang, Jr.	2024	850.00
85	Translating Justice: A Handbook on Indigenous Peoples' Rights (3 indigenous languages) (Tagalog, Cebuano, Ilokano) (1 set)	Raymond Marvic C. Baguilat	2021	1,000.00
86	Treatise on Sexual Harassment	Neptali B. Salvanera	2024	1,690.00
87	Understanding Bail and Penalties	Fiscal Eva Maria M. Biado, Ramon B. Mendoza	2021	1,750.00
88	Understanding Trial Techniques	Fiscal Eva Maria M. Biado, Ramon B. Mendoza	2018	1,980.00
89	Understanding Trial Objections in Criminal Cases	Fiscal Eva Maria M. Biado, Ramon B. Mendoza	2019	1,200.00
90	Wills and Succession	Avelino M. Sebastian, Jr.	2021	3,120.00

III. CONDITIONS AND SUPPLIER RESPONSIBILITIES

1. Should be new and in perfect condition – no torn/missing pages and damages covers
2. The delivery shall be within thirty (30) calendar days from the receipt of Purchase Order.
3. Warranty: Books found with defects must be replaced with a new copy within thirty (30) days upon receipt of notifications of the defect at no cost to the Bureau.

IV. TERMS OF PAYMENT

Payment shall be made upon the completion of the Service or delivery of Goods in accordance with the signed contract. Payment will be processed through Land Bank's LDDAP-ADA/Bank Transfer facility within thirty (30) days of receipt of the billing statement.

V. APPROVED BUDGET FOR THE CONTRACT (ABC)

The Approved Budget for the Contract (ABC) is **One Hundred Thirty-Five Thousand Pesos (PHP 135,000.00)**, inclusive of all applicable taxes and transport/delivery or other miscellaneous expenses and will be charged against the Bureau's CY 2024 Budget.

VI. MODE OF PROCUREMENT

The mode of procurement is Negotiated Procurement – Small Value Procurement consistent with Section 53.9 of Republic Act No. 9184 and its Revised Implementing Rules and Regulations.

(ORIGINAL SIGNED)
ATTY. WILLIAM A. BELUSO, JR., CESO IV
Director III, Legal Service