



REPUBLIC OF THE PHILIPPINES  
**COURT OF TAX APPEALS**  
QUEZON CITY

**REQUEST FOR QUOTATION  
PROCUREMENT THROUGH DIRECT CONTRACTING FOR THE SUPPLY OF  
PSYCHOLOGICAL TEST MATERIALS**

September 28, 2023

**Ms. RUBY A. BENITEZ**

President

**PHILIPPINE PSYCHOLOGICAL CORPORATION**

Unit 905 Prestige Tower F. Ortigas Jr. Road,  
Ortigas Center, Pasig City

Dear Ms. Benitez,

Please quote your best offer for the item/s described in the herein attached Technical Specification, subject to the Terms and Conditions provided.

Submit your quotation duly signed by you or your duly authorized representative and copies of the following documentary requirements not later than **3:00 p.m. on October 5, 2023 to MS. NENITA WELLA A. VARGAS, Assistant Head, BAC I Secretariat:**

1. Updated Mayor's/Business Permit;
2. Certificate of Exclusive Distributorship; and
3. PhilGEPS Registration Number or PhilGEPS Registration Certificate.

  
**ELSIE R. TIAUZON-FORTEZA**

Vice Chairperson  
Bids & Awards Committee I

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**A. TECHNICAL SPECIFICATIONS**

UNIT	ITEM	QUANTITY	UNIT COST	TOTAL AMOUNT
pkg/25	SRA Supervisory Index	10	953.40	9,534.00
pkg/25	Flanagan Industrial Tests – Judgment & Comprehension	10	937.65	9,376.50
pkg/25	Flanagan Industrial Tests - Planning	10	937.65	9,376.50
pkg/25	SRAV A Non-Reusable Booklets	10	717.15	7,171.50
pkg/25	Gordon Personal Profile NonTB	10	717.15	7,171.50
pkg/25	Gordon Personal Inventory NonTB	10	717.15	7,171.50
pkg/25	OST Checking NonTB	10	688.80	6,888.00
pkg/25	OST Coding NonTB	10	688.80	6,888.00
pkg/50	Culture Fair Test 3 AS	5	827.40	4,137.00
<b>GRAND TOTAL</b>				<b>67,714.50</b>

**TERMS AND CONDITIONS**

- Bidders shall provide correct and accurate information required in this form.
- Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.
- Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- 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.
- The item/s shall be delivered within 7 calendar days from receipt of Purchase Order. Payment shall be made within 3 days upon receipt of the good/s and/or service/s and demand for payment.
- Representatives from the Procurement and Property Management Division (PPMD) and Human Resource Division (HRD) shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- Warranty of the product against inherent factory defects in materials and workmanship shall be three (3) months from Testing and Commissioning. Replacement of defective part/s under warranty shall be seven (7) days upon notice by authorized representative of the Court.
- Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CTA 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.
- The obligation for the warranty shall be covered by retention money in the amount equivalent to one percent (1%) of the total contract price. The said amount shall only be released after the lapse of the warranty period of three (3) months. Provided, however, that the goods are free from patent and latent defects and all the conditions imposed under the contract have been fully met.
- The CTA reserves the right to accept or reject any offer, to annul the procurement process, and to reject offers at any time prior to award of contract, without thereby incurring any liability to the affected Supplier.

Submitted/Conforme:

  
RUBY K. BENITEZ

Authorized Representative  
Signature over Printed Name

Contact Information:

Telefax No. : N/A  
Landline or Cellphone No. : 8636-6327 to 29 / 0927-652-2082  
Email Address : philpsycor@gmail.com