



# PhilGEPS

Philippine Government Electronic Procurement System

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Procurement Opportunities

Award Notice Abstract (Ref No.: 3358873)

Status: Updated

<b>Reference Number:</b> 8156127  <b>Control Number:</b> RFQ No. 2021 - 11 - 0160  <b>Bid Notice Title:</b> Procurement of Service Provider for the Online Psychological Tests  <b>Approved Budget:</b> Php154,500.00  <b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)  <b>Classification:</b> Goods  <b>Category:</b> Services  <b>Applicable Procurement Rules:</b> Implementing Rules and Regulations  <b>Funding Source:</b> Government of the Philippines (GOP)  <b>Funding Instrument:</b> General Appropriations Act  <b>Area of Delivery:</b>   <b>Delivery Period:</b> 0 Day/s  <b>Contact Person:</b> John Paulo Francisco  <b>Created By:</b> John Paulo Francisco	<b>DEPARTMENT OF TOURISM</b> 351 Sen. Gil Puyat Avenue Makati City Metro Manila, NCR, Philippines <b>Service Provider</b> <b>Awardee :</b> VANGUARD ASSESSMENTS AND BEHAVIORAL DYNAMICS INTERNATIONAL CORPORATION <b>Address :</b> Unit 905 and 907 State Center II Building, Ortigas Ave., Mandaluyong City Mandaluyong City Metro Manila, NCR, Philippines <b>Contact Person :</b> Miguel Ronaldo Olives Valdez <b>Designation :</b> President  <table border="1"> <thead> <tr> <th colspan="3">Line Item</th></tr> <tr> <th>#</th><th>Product/Service/Project Name</th><th>Budget</th></tr> </thead> <tbody> <tr> <td>1</td><td>Service Provider, Procurement of Service Provider for the Online Psychologicam Tests, 60106600, 1, Lot</td><td>Php154,500.00</td></tr> </tbody> </table> <b>Reason for Award :</b> Single Calculated and Responsive Bid (SCRB)	Line Item			#	Product/Service/Project Name	Budget	1	Service Provider, Procurement of Service Provider for the Online Psychologicam Tests, 60106600, 1, Lot	Php154,500.00	<b>Award Type:</b> Award Notice  <b>Contract Amount:</b> Php150,000.00  <b>Award Date:</b> 09-Nov-2021  <b>Publish Date:</b> 04-Dec-2021  <b>Date Last Updated:</b> 17-Feb-2022  <b>Contract Number:</b> 21-00194  <b>Proceed Date:</b> 23-Nov-2021  <b>Contract Effectivity Date:</b> 24-Nov-2021  <b>Contract End Date:</b> 28-Feb-2022  <b>Created By:</b> John Paulo Samonte Francisco  <b>Date Created:</b> 04-Dec-2021  <b>Approver:</b>   <b>View Documents:</b> 4
Line Item											
#	Product/Service/Project Name	Budget									
1	Service Provider, Procurement of Service Provider for the Online Psychologicam Tests, 60106600, 1, Lot	Php154,500.00									

21-00194

SERVICE CONTRACT

Online Psychological Test

KNOW ALL MEN BY THESE PRESENTS:

That this Agreement, made and entered into this NOV 24 2021 in the City of Makati, Philippines, by and between

The **DEPARTMENT OF TOURISM**, a government agency with principal office address at the New DOT Building, 351 Sen. Gil Puyat Avenue, Makati City, Philippines 1200 represented by Assistant Secretary for Regional Operations, Coordination, and Tourism Standards and Regulation, **ENGR. CHRISTOPHER V. MORALES**, of legal age, Filipino and hereinafter referred to as the **FIRST PARTY**;  
and

**VANGUARD ASSESSMENTS AND BEHAVIORAL DYNAMICS INTERNATIONAL CORPORATION** is a private corporation existing and duly registered under the laws of the Philippines, with office address at Unit 905 & 907 State Center II Bldg., Ortigas Ave., Mandaluyong City represented by its **Chief Executive Officer, MR. MIGUEL RONALDO O. VALDEZ**, and hereinafter referred to as the **"SECOND PARTY"**;

Each a Party, collectively, the **"PARTIES"**;

WITNESSETH:

**WHEREAS**, the **FIRST PARTY** is the primary planning, programming, coordinating, implementing and regulatory government agency in the development and promotion of the tourism industry, both domestic and international;

**WHEREAS**, the **FIRST PARTY** is mandated to develop and administer a personnel program which shall include recruitment, selection and placement, training and development, compensation, employee welfare, incentives and benefits, performance appraisal, personnel information systems/records, employee relations, and other personnel services;

**WHEREAS**, on 08 July 2020, the Civil Service Commission issued Memorandum Circular No. 14, s.2020 entitled *Interim Guidelines on Appointments and Other Human Resource Actions for the Period of State of Calamity Due to COVID-19 Pandemic* that allows online recruitment and selection processes such as online competency assessments, video conferencing for interviews and HRMPST Deliberations;

**WHEREAS**, pursuant to the above, the **FIRST PARTY** is in need of a service provider to conduct online psychological tests to ensure contactless job application processing, improve efficiency in the screening of applicants and further professionalize the system of recruitment, selection, and placement in the Department;

**WHEREAS**, the requirement was processed in compliance with the procedure on **Negotiated Procurement-Small Value Procurement**, pursuant to Section 53.9 of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (Government Procurement Reform Act);

**WHEREAS**, the **SECOND PARTY**, registered under the Philippine Government Electronic Procurement System (PhilGEPS) and possesses the necessary equipment, personnel, and expertise in providing the required services, has offered to undertake the project;

**WHEREAS**, the Bids and Awards Committee (BAC) of the DOT, through **BAC Resolution No. 2021-214** has declared the **SECOND PARTY** to be the bidder with the Single Calculated and

*Miguel Valdez*

Responsive Bid (SCRB) as its quotation was found to be compliant and responsive to the technical specifications indicated in the Terms of Reference (TOR);

NOW, THEREFORE, based on the foregoing, the **PARTIES** hereby agree as follows:

1. **SERVICES.** The **SECOND PARTY** hereby agrees to:

- A. Identify and administer the battery of appropriate tests based on the following categories vis-à-vis the level of positions for filling up:
  - 1. IQ Test – measures the general intelligence of applicant;
  - 2. Aptitude Test – measures various intelligences;
  - 3. Ethics-Oriented Personality Test – determines behavioral tendencies and personality profiles of the applicant.
- B. Provide 580 meters or units of battery of psychological tests as indicated on item A;
- C. Allow the DOT to consume any remaining meters
- D. Submit the psychological/assessment reports within the timetable agreed upon;

Details of the above including other deliverables shall be in accordance with the attached **Terms of Reference**, which forms an integral part of this contract.

2. **EFFECTIVITY AND TERM.** This Agreement shall be effective from the date of execution of the contract until 28 February 2022.

3. **COMPENSATION.** By way of compensation for its services, the **FIRST PARTY** shall pay the **SECOND PARTY** the total amount indicated in the Statement of Account, which shall be based on actual units of battery of psychological tests administered, but not to exceed **One Hundred Fifty Thousand Pesos (PhP150,000.00)** for the total actual cost of services rendered inclusive of VAT and other taxes.

4. **PAYMENT.** The above consideration will be paid by the **FIRST PARTY** after presentation of the required Statement of Account and other necessary documents, subject to the usual accounting and auditing rules and regulations by the **SECOND PARTY**. It is understood, however, that payment shall only be made after it has fully and satisfactorily rendered its undertaking under this agreement.

5. **LIQUIDATED DAMAGES.** When the **SECOND PARTY** fails to satisfactorily render the services under this Agreement within the specified schedule, the **SECOND PARTY** shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, in an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed services scheduled for delivery for every day of delay. The **FIRST PARTY** need not prove that it has incurred actual damages to be entitled to liquidate damages. Such amount shall be deducted from any money due or which may become due to the **SECOND PARTY** or collected from any securities or warranties posted by the **SECOND PARTY**, whichever is convenient to the procuring entity concerned. In no case shall the total sum of liquidated damages exceed ten percent (10%) of the total contract price, in which event the **FIRST PARTY** concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages to be paid.

6. **FREE AND HARMLESS.** The **SECOND PARTY** shall hold the **FIRST PARTY** free and harmless from, and hereby binds and obligates itself to indemnify the **FIRST PARTY** for any and all liabilities, losses, damages, injuries, including death, claims, demands, suits, proceeding, judgments, awards, fines, penalties and all expenses, legal or otherwise of whatever kind or nature arising from and by reason of this Agreement, due to the fault, negligence, act, act omission, delays, conduct, breach of trust, or non-observance or violation of this Agreement, or any of its stipulation and warranties by the **SECOND PARTY** and/or any of its employees, agents, representatives, or sub-contractors.

7. **CONFIDENTIALITY AGREEMENT.** The **SECOND PARTY** shall not, at any time during the term of Contract and thereafter, use or disclose any confidential information concerning the affairs of the **FIRST PARTY** which the **SECOND PARTY** may have acquired in the course of or as an incident to the Contract without the prior written consent of **FIRST PARTY**.
8. **DISPUTE RESOLUTION.** If any dispute shall arise between the **FIRST PARTY** and the **SECOND PARTY** in connection with this Agreement, the Parties shall make every effort to resolve such dispute amicably. Should such dispute not be resolved, the same will be referred for arbitration in accordance with RA No. 876 or the *Arbitration Law* and RA No. 9285 or the *Alternative Dispute Resolution Act of 2004*.
9. **ELECTRONIC SIGNATURES.** The parties shall be entitled to sign and transmit this Agreement with an electronic signature whether by facsimile, e-mail, or other electronic means, which signature shall be binding on the Party whose name is contained therein. Any Party providing an electronic signature agrees to promptly execute and deliver to the other parties an original signed Agreement upon request.
10. **COMPLETENESS OF AGREEMENT.** This Agreement, along with the select provisions in the annexes made integral parts hereof, contains the complete understanding of the Parties and may not be modified or amended except through another Agreement in writing duly executed by the parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement through their authorized representatives on the date stated above.

**DEPARTMENT OF TOURISM**

By:

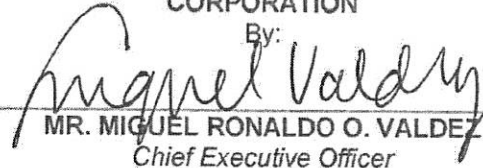


**ENGR. CHRISTOPHER V. MORALES**  
Assistant Secretary  
Regional Operations,  
Coordination, and Tourism Standards  
and Regulation

*Sofia C. Paguay*  
SOFIA C. PAGUAY  
Chief Administrative Officer

**VANGUARD ASSESSMENTS AND  
BEHAVIORAL DYNAMICS INTERNATIONAL  
CORPORATION**

By:

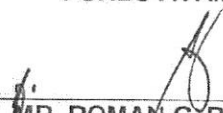


**MR. MIGUEL RONALDO O. VALDEZ**  
Chief Executive Officer

Signed in the presence of:

*Karina B. Dulay*  
KARINA B. DULAY  
CLIENT RELATIONSHIP MANAGER

**FUNDS AVAILABLE:**

  
**MR. ROMAN G. BERSAMIRA**  
Chief Accountant, Accounting Division

21-00194

## ACKNOWLEDGEMENT

Republic of the Philippines) S.S  
City of Makati)

On this 29<sup>th</sup> day of November, 2021 personally appeared before me, a Notary Public in and for the City of Makati, the following persons:

Name	Government ID	Date Issued	Place Issued
Assistant Secretary Christopher V. Morales	<u>Ppt# P26239008</u>		
Mr. Miguel Ronaldo O. Valdez	<u>DL# N25-05-001678</u>		

all known to me to be the same person who executed the foregoing Agreement and acknowledgement that the same is an act of their free and voluntary will and deed and of the entity that they respectively represent.

IN WITNESS WHEREOF, I hereunto sign this document and affix my seal of office on this date and place aforementioned.

## NOTARY PUBLIC

Doc. No. 153  
Page No. 3  
Book No. III  
Series of 2021

ATTY. AUDELIN ZAMORA  
NOTARY PUBLIC  
UNTIL DECEMBER, 2021  
PENTHOUSE, LEGAL AFFAIRS SERVICE, DOT BLDG  
PTR NO. 8144622 - 1/15/20 - MAKATI CITY  
IBP LIFETIME MEMBER 04646 / MAKATI CITY  
ROLL NO. 44115 MCLE VR0024349

*Miguel Valdez*



**BAC Resolution Declaring Single Calculated and Responsive Bid (SCRB)  
and Recommending Award for the Procurement of Service Provider to  
Conduct Online Psychological Test  
(RFQ No. 2021 - 11 - 0160)**

**Resolution No. 2021 - 214**

**WHEREAS**, the Department of Tourism (DOT), through the Procurement Management Division (PMD), posted the Request for Quotation (RFQ) for the Procurement of Service Provider to Conduct Online Psychological Test, in the PhilGEPS website and DOT website continuously for at least four (4) calendar days, starting on 05 November 2021, and the deadline for the submission of quotations was set on 08 November 2021. The Approved Budget for the Contract (ABC) is One Hundred Fifty - Four Thousand Five Hundred Pesos (PhP154, 500.00). A copy of the PhilGEPS posting is hereto attached, marked as **Annex "A"**, and made an integral part hereof;

**WHEREAS**, three (3) known service providers were invited to join by sending Request for Quotation (RFQ) via e-mail and to submit their quotation via e-mail using the same method, in compliance with the procedure on Negotiated Procurement - Small Value Procurement pursuant to Section 53.9 of the Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (R.A. 9184);

**WHEREAS**, in response to the said posting and invitation, only one (1) bidder submitted its quotation within the set deadline for the submission of quotations on 08 November 2021;

**WHEREAS**, upon evaluation, below is the findings;

<b>Name of Bidder</b>	<b>Bid Amount (As Read)</b>	<b>Findings</b>
Vanguard Assessments and Behavioral Dynamics International Corporation	PhP150, 000.00	Eligible

**WHEREAS**, the detailed evaluation of the quotations resulted in the following:

<b>Name of Bidder</b>	<b>Bid Amount (As Calculated)</b>	<b>Ranking</b>
Vanguard Assessments and Behavioral Dynamics International Corporation	PhP150, 000.00	Single Calculated Bid (SCB)

**WHEREAS**, upon due evaluation and careful examination of the quotation submitted by **VANGUARD ASSESSMENTS AND BEHAVIORAL DYNAMICS INTERNATIONAL CORPORATION**, being the bidder with the *Single Calculated Bid (SCB)*, its quotation has been found to be complying and responsive to the technical specifications as stated in the Terms of Reference (TOR). A copy of the Abstract of Quotation and the submitted quotations are hereto attached, marked as **Annexes "B" and "C"**, respectively, and are made integral parts hereof;



**NOW, THEREFORE**, foregoing premises considered, WE, the Members of the DOT Bids and Awards Committee, hereby **Resolve**, as it is hereby **Resolved**:

- a) To adopt Negotiated Procurement – Small Value Procurement under Section 53.9 of the revised Implementing Rules and Regulations (IRR) of the Republic Act No. 9184 for the Procurement of Service Provider to Conduct Online Psychological Test; and
- b) To declare **VANGUARD ASSESSMENTS AND BEHAVIORAL DYNAMICS INTERNATIONAL CORPORATION** as the **Single Calculated and Responsive Bid (SCRB)** and to award the contract for the Procurement of Service Provider to Conduct Online Psychological Test, in the total amount **ONE HUNDRED FIFTY THOUSAND PESOS (Php150, 000.00)**, inclusive of all applicable taxes;
- c) To recommend for approval by the Secretary of Tourism the foregoing findings.

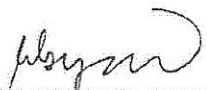
Resolved this 08<sup>th</sup> day of November 2021.

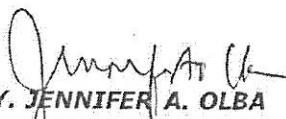
**Recommending Approval:**

  
**OIC - USEC. REYNALDO L. CHING**  
BAC Chairperson

  
**OIC - ASEC. MILAGROS Y. SAY**  
BAC Vice Chairperson

  
**MR. RAYMUND GLEN A. AGUSTIN**  
Member

  
**MS. ERNESTINNE S. DEMACLIID**  
BAC Member

  
**ATTY. JENNIFER A. OLBA**  
BAC Member

**By Authority of the Secretary**  
**(Department Order No. 2021-077)**

☒ **APPROVED** ☐ **DISAPPROVED:**

  
**CHRISTOPHER V. MORALES**

Assistant Secretary, Regional Operations, Coordination, and Tourism Standards and Regulation (ROCTSR)