



**REQUEST FOR QUOTATION**

**RFQ No. 126-2026**

**Date: March 13, 2026**

The **TARLAC STATE UNIVERSITY (TSU)**, through its Bids and Awards Committee (BAC), intends to procure **Various Psychological Testing Materials** with an Approved Budget for the Contract of **One Million Eighty-Six Thousand Three Hundred Pesos (PHP 1,086,300.00)** through **Small Value Procurement** pursuant to Section 34 of the Implementing Rules and Regulations of Republic Act No. 12009.

Please submit your duly signed quotation addressed to the Bids and Awards Committee (BAC) Chairperson and to the given address below, on or before **1:00PM of 19 March 2026**, subject to compliance with the Terms and Conditions provided on this Request for Quotation (RFQ):

**WILMARK J. RAMOS**

*Chairperson, Bids and Awards Committee-Goods and Services*  
 Tarlac State University  
 Romulo Boulevard, San Vicente Tarlac City  
 Telephone No. (045) 606-8162  
 Email: [tsucanvassing@gmail.com](mailto:tsucanvassing@gmail.com)

Interested supplier/service provider shall also submit a copy of the following documents along with the quotation on or before the above specified deadline for submission of quotation:

- Required Documents:
- Valid Business/Mayor's Permit
  - PhilGEPS Registration Number
  - Tax Clearance (per RR017-2024 EO398 Series 2005, Updated Tax Clearance
  - Notarized Omnibus Sworn Statement, if applicable
  - Latest Income/Business Tax Return, if applicable
  - Others, \_\_\_\_\_

The Head of the Procuring Entity (HoPE) of the TSU reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with Section 70 of the IRR of RA No. 12009.

For any clarification, you may contact the BAC Secretariat at (045) 606-8157/606-8162 or send email to [tsucanvassing@gmail.com](mailto:tsucanvassing@gmail.com).

*By the Authority of the Bids and Awards Committee:*

  
**MENCHIE D. ABELLAR**  
 Head, BAC Secretariat/Procurement Unit 

**INSTRUCTIONS:**

Note: Failure to follow these instructions will disqualify your entire quotation.

1. Do not alter the contents of this form in any way.
2. The use of this RFQ is highly encouraged to minimize errors or omissions of the required mandatory provisions.
3. The quotation shall contain all the mandatory requirements/provisions including manifestation of the agreement with the Terms and Conditions below.
4. In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.
5. **All technical specifications must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
6. Quotations may be submitted through electronic mail at [tsucanvassing@gmail.com](mailto:tsucanvassing@gmail.com).
7. 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.

**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. The following shall be observed in accomplishing the Quotation/Proposal Form:



Minimum Technical Specifications	Quantity	Offered Technical Specification/Service	Statement of Compliance (Comply or Not Comply)
			YES or NO
<ol style="list-style-type: none"> <li>1. State the Brand/Model offered and/or alternate offer if answered "NO" in the Statement of Compliance;</li> <li>2. Check if compliant with the specifications or not.</li> </ol>			

3. Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support statement of compliance of the technical specifications
4. 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.
5. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the deadline of submission.
6. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
7. Quotations exceeding the Approved Budget for the Contract shall be rejected.
8. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the TSU shall adopt and employ "draw lots" as the tie- breaking method to finally determine the single winning provider.
9. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
10. The item/s shall be delivered according to the accepted offer of the bidder.
11. Item/s delivered shall be inspected on the scheduled date and time of the TSU. The delivery of the item/s shall be acknowledged upon the delivery to confirm compliance with the technical specifications.
12. Payment shall be made after delivery and upon the submission of the required supporting documents.
13. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. TSU may terminate 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.
14. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its Implementing Rules and Regulations.
15. The RFQ, Purchase Order (PO), and other related documents for the above-stated procurement projects shall be deemed to form part of the contract.

Date: \_\_\_\_\_

**The Bids and Awards Committee**

Tarlac State University  
San Vicente, Tarlac City

Dear Sir/Madam:

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Minimum Technical Specifications		Quantity	Offered Technical Specifications	Statement of Compliance (Comply or Not Comply)
<b>Note: Non-compliance with the minimum required specifications shall be grounds for disqualification</b>				
<b>Procurement of Various Psychological Testing Materials</b>				
1	TESTING MATERIALS, 16 PF Answer Sheets 50/pkg	15 packages		
2	TESTING MATERIALS, APM Answer Sheet 50/pkg (Re-Order)	4 packages		
3	TESTING MATERIALS, APM Guide and SK	1 copy		
4	TESTING MATERIALS, CFT 2 Answer Sheets 50/pkg	1 package		
5	TESTING MATERIALS, CFT 3 Answer Sheets 50/pkg	20 packages		
6	TESTING MATERIALS, FIT JC Non-TB 25/pkg	24 packages		
7	TESTING MATERIALS, FIT Planning Non-TB 25/pkg	24 packages		
8	TESTING MATERIALS, Arithmetic Non-TB 25/pkg	6 packages		
9	TESTING MATERIALS, Electronics Non-TB 25/pkg	6 packages		
10	TESTING MATERIALS, Expression Non-TB 25/pkg	6 packages		
11	TESTING MATERIALS, Ingenuity Non-TB 25/pkg	6 packages		
12	TESTING MATERIALS, Inspection Non-TB 25/pkg	6 packages		
13	TESTING MATERIALS, Vocabulary Non-TB 25/pkg	6 packages		
14	TESTING MATERIALS, GPI Non-reusable Test Booklets 25pkg	20 packages		
15	TESTING MATERIALS, GPP Non-reusable Test Booklets 25pkg	20 packages		
16	TESTING MATERIALS, Minnesota Counseling Inventory	1 set		
17	TESTING MATERIALS, NEO-PI 3 Adult	1 set		
18	TESTING MATERIALS, OST Checking Non-TB 25/pkg (Re-Order)	9 packages		
19	TESTING MATERIALS, OST Checking SK	1 copy		
20	TESTING MATERIALS, OST Coding Non-TB 25/pkg (Re-Order)	9 packages		
21	TESTING MATERIALS, OST Coding SK	1 copy		
22	TESTING MATERIALS, OST Filling Non-TB 25/pkg (Re-Order)	9 packages		
23	TESTING MATERIALS, OST Filling SK	1 copy		

24	TESTING MATERIALS, PNLT-A Non-TB 25/pkg (Re-Order)	9 packages		
25	TESTING MATERIALS, SRAV A Non-reusable booklets 25/pkg	20 packages		
26	TESTING MATERIALS, Survey of Interpersonal Values Non-TB 25/pkg (Re-order)	1 package		
27	TESTING MATERIALS, Survey of Personal Values Non-TB 25/pkg (Re-order)	1 package		
28	TESTING MATERIALS, Teaching Aptitude Test Non-reusable TB 25/pkg	20 packages		
29	TESTING MATERIALS, TTMA Non-reusable Test Booklets 25/pkg	40 packages		
30	TESTING MATERIALS, WGCTA YM Answer Sheet 50/pkg (Re-Order)	4 packages		
<b>Warranty Period</b> (for equipment, tools, and devices)				
<b>Delivery Period:</b> ( <u>30</u> calendar days)				
<b>**nothing as follows**</b>				

### Payment Terms

Payment shall be made through Landbank's LDDAPADA/Bank Transfer Facility, issuance of check or cash on delivery (COD) within thirty (30) calendar days after receipt of sales/service invoice and issuance of Inspection and Acceptance Report/Certificate of Acceptance from the End-User. In case accounts maintained in other banks, bank transfer fees shall be chargeable against the creditor's account.

Interested suppliers shall provide the following Bank Details in the statement of compliance column:

Bank Name: \_\_\_\_\_

Bank Branch/Address: \_\_\_\_\_

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

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

### FINANCIAL OFFER:

<b>Procurement of Various Psychological Testing Materials</b>				
Approved Budget for the Contract (ABC):				
<b>One Million Eighty-Six Thousand Three Hundred Pesos (PhP 1,086,300.00)</b>				
	<b>Items</b>	<b>Quantity (A)</b>	<b>Offered Price per Unit (B)</b>	<b>Total Offered Price per Item (A x B)</b>
1	TESTING MATERIALS, 16 PF Answer Sheets	15		
2	TESTING MATERIALS, APM Answer Sheet	4		
3	TESTING MATERIALS, APM Guide and SK	1		
4	TESTING MATERIALS, CFT 2 Answer Sheets	1		
5	TESTING MATERIALS, CFT 3 Answer Sheets	20		
6	TESTING MATERIALS, FIT JC Non-TB 25/pkg	24		
7	TESTING MATERIALS, FIT Planning Non-TB 25/pkg	24		
8	TESTING MATERIALS, Arithmetic Non-TB 25/pkg	6		





# PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 12853226  
**Procuring Entity** TARLAC STATE UNIVERSITY  
**Title** Procurement of Various Psychological Testing Materials  
**Area of Delivery** Tarlac

<b>Solicitation Number:</b>	126-2026	<b>Status</b>	Pending
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Educational Materials and Supplies	<b>Date Published</b>	14/03/2026
<b>Approved Budget for the Contract:</b>	PHP 1,086,300.00	<b>Last Updated / Time</b>	13/03/2026 13:40 PM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	19/03/2026 13:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Tutchie Panlilio Clerk TSU, Romulo Blvd. San Vicente, Tarlac City, Philip Tarlac City Tarlac Philippines 2300 63-045-6068110 Ext.157 tsucanvassing@gmail.com		

#### Description

for OHRDM use

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	TESTING MATERIALS	16 PF Answer Sheets 50/pkg	15	Package	90,000.00
2	TESTING MATERIALS	APM Answer Sheet 50/pkg (Re-Order)	4	Package	4,180.00
3	TESTING MATERIALS	APM Guide and SK	1	Copy	6,000.00
4	TESTING MATERIALS	CFT 2 Answer Sheets 50/pkg	1	Package	2,200.00
5	TESTING MATERIALS	CFT 3 Answer Sheets 50/pkg	20	Package	44,000.00
6	TESTING MATERIALS	FIT JC Non-TB 25/pkg	24	Package	48,000.00
7	TESTING MATERIALS	FIT Planning Non-TB 25/pkg	24	Package	120,000.00
8	TESTING MATERIALS	Arithmetic Non-TB 25/pkg	6	Package	30,000.00
9	TESTING MATERIALS	Electronics Non-TB 25/pkg	6	Package	30,000.00
10	TESTING MATERIALS	Expression Non-TB 25/pkg	6	Package	30,000.00
11	TESTING MATERIALS	Ingenuity Non-TB 25/pkg	6	Package	30,000.00

12	TESTING MATERIALS	Inspection Non-TB 25/pkg	6	Package	30,000.00
13	TESTING MATERIALS	Vocabulary Non-TB 25/pkg	6	Package	30,000.00
14	TESTING MATERIALS	GPI Non-reusable Test Booklets 25pkg	20	Package	44,000.00
15	TESTING MATERIALS	GPP Non-reusable Test Booklets 25pkg	20	Package	44,000.00
16	TESTING MATERIALS	Minnesota Counseling Inventory	1	Set	100,000.00
17	TESTING MATERIALS	NEO-PI 3 Adult	1	Set	100,000.00
18	TESTING MATERIALS	OST Checking Non-TB 25/pkg (Re-Order)	9	Package	7,200.00
19	TESTING MATERIALS	OST Checking SK	1	Copy	1,200.00
20	TESTING MATERIALS	OST Coding Non-TB 25/pkg (Re-Order)	9	Package	7,200.00
21	TESTING MATERIALS	OST Coding SK	1	Copy	1,200.00
22	TESTING MATERIALS	OST Filling Non-TB 25/pkg (Re-Order)	9	Package	7,200.00
23	TESTING MATERIALS	OST Filling SK	1	Copy	1,200.00
24	TESTING MATERIALS	PNLT-A Non-TB 25/pkg (Re-Order)	9	Package	7,020.00
25	TESTING MATERIALS	SRAV A Non-reusable booklets 25/pkg	20	Package	44,000.00
26	TESTING MATERIALS	Survey of Interpersonal Values Non-TB 25/pkg (Re-order)	1	Package	6,700.00
27	TESTING MATERIALS	Survey of Personal Values Non-TB 25/pkg (Re-order)	1	Package	7,400.00
28	TESTING MATERIALS	Teaching Aptitude Test Non-reusable TB 25/pkg	20	Package	70,000.00
29	TESTING MATERIALS	TTMA Non-reusable Test Booklets 25/pkg	40	Package	140,000.00
30	TESTING MATERIALS	WGCTA YM Answer Sheet 50/pkg (Re-Order)	4	Package	3,600.00

**Other Information**

The bidders must download the attached documents in the associated component section.

Note: Award shall be on a "per line item" basis.

For the complete specifications, please refer to the attached Request for Quotation.

**Created by** Tutchie Panlilio

**Date Created** 13/03/2026

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.