



**REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
SECTION 53.9 – SMALL VALUE PROCUREMENT**

DATE : NOVEMBER 8, 2022 ✓
PROJECT NO. : QCDTRC(TAHANAN)-22-BMOP-351B ✓

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : PROCUREMENT OF VARIOUS PSYCHOLOGICAL TESTING MATERIALS
Approved Budget of the Contract : P 869,940.00
End-User / Implementing Office : QUEZON CITY DRUG TREATMENT AND REHABILITATION CENTER (TAHANAN)

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **NOVEMBER 11, 2022; 10:00 A.M.** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2022);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2021) (For ABCs above P500,000.00)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** issued by QC BAC- Goods and Services.


ATTY. DOMINIC B. GARCIA
Officer-in-Charge / Head, BAC-Secretariat

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. 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.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD 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.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	Adolescent Psychopathology Scale APS Administration and Interpretation Manual, Psychometric and Technical Manual, 25 Test Booklets, and Scoring Program with On-screen Help and Quick Start Guide, APS Introductory Kit-CD-ROM	Set	1		
2	Adolescent Substance Abuse Subtle Screening Inventory (Sassi-A3-) SASSI-A3 Manual / User's Guide, 25 Questionnaires and Profile Forms, and a Scoring	Set	1		
3	Adult Substance Abuse Subtle Screening Inventory-4 SASSI-4 User Guide and Manual, 25 Questionnaires and Profile Forms, and Scoring Key	Set	1		
4	(H-T-P) House-Tree-Person Projective Drawing Technique , Includes 1 copy of The House-Tree-Person Projective Drawing Technique: Manual and Interpretive Guide; 1 copy of House-Tree-Person Drawings: An Illustrated Diagnostic Handbook; 1 copy of Catalog for the Qualitative Interpretation of the House-Tree-Person (H-T-P); 25 H-T-P Interpretation Booklets; 25 H-T-P Drawing Forms	Set	1		
5	Bender Gestalt Test, Second Edition (Bender-Gestalt II) Bender Visual – Motor Gestalt Test, Includes Stimulus Cards; 25 Test Records; 25 Motor Test	Set	1		

	Booklets; 25 Perception Test Booklets; Manual				
6	Multidimensional Aptitude Battery-II (MAB-II) , 1 manual, 5 Performance reusable test Booklets, 5 Verbal reusable Test booklets, 25 Performance Answer Sheets, 25 Verbal Answer Sheets, 25 profile Sheets, and set of scoring templates	Set	1		
7	Mental Status Checklist for Adolescent , 174 item survey, Mental Status Checklist-Adolescent(pkg/25)	Set	1		
8	Mental Status Checklist for Adults , 120 item survey, Mental Status Checklist – Adult (pkg/25)	Set	1		
9	Personality Inventory for Youth , PIY Manual [Administration and Interpretation Guide and Technical Guide], 2 Reusable, Administration Booklets, 100 Answer Sheets, Scoring Templates, 100 Profile Forms, 100 Critical Items, Summary Sheets, and 1 Audio CD	Set	1		
10	OMNI Personality Inventory , OMNI Professional Manual, 25 Test Booklets, and OMNI Software System with On-screen, Help, Quick Start Guide, and 5 BONUS administrations of the OMNI	Set	1		
11	Psychopathic Personality Inventory – Revised (PPI-R) , PPI-R Professional Manual, 25 Reusable Item Booklets, 25 Response Forms, 25 Scoring Summary Forms	Set	1		
12	Personality Assessment Inventory , PAI Professional Manual, 2 nd Edition, 2 Hardcover Reusable Item Booklets; 2 Administration Folios; 25 Forms HS Answer Sheets, 25 Profile Forms, Adults-Revised, and 25 Critical Items, Forms-Revised	Set	1		
13	RAIT-NV Reynolds Adaptable Intelligence Test – Nonverbal , RAIT-NV Professional Manual with Fast Guide, 10 RAIT-NV Reusable Item Booklets, 50 RAIT-NV Answer Sheets, 50 RAIT-NV Score Summary Forms, and a Scoring Key	Set	1		
14	Rorschach Inkblot , Manual with 3 Laminated Scoring and Interpretation Guide Cards; 25 Rorschach Auto Score Forms; 25 Rorschach Record Booklet and Summary Forms	Set	1		

15	SCS-Sentence Completion Series, includes SCS Professional User's Guide and 15 of each test booklet	Set	1		
16	SVR-20 V2-Sexual Violence Risk – 20, Version 2, Includes: SVR-20 V2 User's Guide and 50 Worksheets	Set	1		
17	Stanford – Binet Intelligence Scales, Fifth Edition, SB5 Examiner's Manual, Technical Manual, 3 Item Books, Child Card, Layout Card, Manipulatives Kit and Storage Box, and 25 Record Forms in a carrying case	Set	1		
18	TAT-Thematic Apperception Test, TAT Standard Set of 31 Picture Cards and Manual	Set	1		
TOTAL					

Amount in Words: _____

Other Requirements:
1. Copy of Certificate of Copyright Registration (for local books only) ✓
2. Copy of Authority to sell from the Publisher (if not the copyright owner) ✓
3. Copy of Certificate of Registration from the National Book Development Board ✓

Delivery Period : Thirty (30) Calendar Days

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

Handwritten signature/initials in purple ink.