

## RATING SHEET FOR ONLINE COMPETENCY-BASED ASSESSMENT

### STATEMENT OF COMPLIANCE

<b>Project Title:</b> <i>Services of a Service Provider for Online Competency-Based Assessment for Tourism Promotions Board (TPB) candidates for vacant positions.</i>			
<b>Requirement:</b> <i>Service Provider for Online Competency-Based Assessment</i>			
<b>Approved Budget for the Contract (ABC):</b> <i>Five Hundred Sixty – One Thousand Pesos Only (PhP561,000.00)</i>			
CRITERIA		STATEMENT OF COMPLIANCE	
		Complying	Non-Complying
I.	<b>Experience and Capability</b>		
	1. On-line administration of competency-based assessment with validation interview ( <b>Check at least one of the two</b> ):		
	▪ Can submit full report within 3 days for a maximum of 10 applicants; or		
	▪ Can submit full report within 5 days for a maximum of 10 applicants.		
	2. Authorized to use industry standard psychological tests appropriate in assessing the aptitude, behavioral/personality, cognitive/intelligence ability, competencies, and managerial skills of candidates to the vacant positions in the TPB.		
	2. Have administered battery of tests and prepared full report of result for various levels of positions (clerical, technical, supervisory and managerial/ executive) for the past ( <b>Check at least one of the three</b> ):		
	▪ 10 years;		
	▪ 5 years; or		
	▪ Less than 5 years.		
II.	<b>Key Person</b>		
	1. Have licensed or registered psychologists and psychometricians with accreditation to the Psychological Association of the Philippines (PAP) and/or other internationally accepted assessment centers who will administer, interpret the psychological tests and write the required full report ( <b>Check at least one of the two</b> ):		
	▪ 1-2 licensed or registered psychologists and 1-3 psychometricians; or		
	▪ More than 2 licensed or registered psychologists and more than 3 psychometricians.		

	<p>2. Experience in the following work assignments in the past 3 years</p> <ul style="list-style-type: none"> <li>- Test Administration</li> <li>- Result Interpretation</li> <li>- Validation of Initial interpretation</li> <li>- Provision of Appropriate Recommendation</li> <li>- Full Report Writing</li> </ul>		
<b>III.</b>	<b>Briefer Training</b>		
	<p>1. The firm must train at least two (2) TPB Recruitment Personnel on the following upon receipt of Notice of Award:</p> <ul style="list-style-type: none"> <li>▪ How to administer/ disseminate the online assessment;</li> <li>▪ Run through the online assessment; and</li> <li>▪ Provide assessment descriptions with raw score, percentile and adjectival interpretation for validation purposes.</li> </ul>		
	<p>2. Additional points for monthly mentoring/ training of TPB newly licensed Psychometricians during the duration of the contract.</p>		
<b>IV.</b>	<b>Technical</b>		
	1. User-friendly interface and troubleshooting of the online assessment		
	2. Security and privacy of data		
	3. Accessibility of the system at any media in any given time		
	3. Dedicate point person / accessibility of representative for assistance at any given time		
	<p><b>Offered Quotation in Words:</b></p> <p><b>Offered Quotation in Figures:</b></p>		
	<div> <div>_____</div> <div>_____</div> <div>_____</div> </div> <div> <div>Signature Over Printed Name of Bidder</div> <div>Position/Company</div> <div>mm/dd/year</div> </div>		