Republic of the Philippines
OFFICE OF THE SOLICITOR GENERAL
134 Amorsolo St., Legaspi Village
Makati City

PURCHASE ORDER

SOLICITOR GENERAL
RECEIVED
15 JAN 2026
FINANCIAL MANAGEMENT SERVICE
OFFICE OF THE SOLICITOR GENERAL
RECEIVED
15 JAN 2026
BUDGET DIVISION

Supplier:	**PEOPLE DYNAMICS, INC.**	**P.O. #**	025-12-185
Address:	U502 OMM-Citra Building, 39 San Miguel Avenue, Ortigas Center, Pasig City	**Date:**	December 26, 2025
TIN:	252-070-855-000	**Mode of Procurement:**	Public Bidding
Account No.:	3732-1147-76 Bank: LBP - Ortigas Center - Pearl Drive Branch		
Telephone:	(02) 8635.0016 Fax No.: (02) 8637.8769		

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: **OFFICE OF THE SOLICITOR GENERAL**	**Delivery Term:** Within Six Months upon receipt of the Notice to Proceed (NTP)
Date of Delivery:	**Payment Term:** W/in thirty (30) days upon submission of Billing/Statement of Account based on the TOR (Bank to bank)

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
	lot	**Procurement of Consulting Services for the Contractor Led Competency Assessment** Scope of Work and Deliverables: **A. Phase 1** ***Document Analysis*** - Review of OSG's competency model and position profiles > Inception Report > Work Plan **B. Phase 2** ***Assessment Tools Development*** - Designing Surveys or assessment center tools to effectively measure competencies > Competency Assessment Tool **C. Phase 3** ***Deployment*** - Administering surveys using the Multi-Rater Survey. This relies on survey dissemination and collection > Completion of survey dissemination > Completion of data collection **D. Phase 4** ***Analysis, Reporting and Presentation*** - Analysis of the result of the collected data, documentation/technical reporting and presentation to the OSG Employee Competency Committee. > Analysis of the result of the collected data per position profile > Calibration per position profile with representative - incumbent position holders via online for consistent application of the tool. > Submission of Final Competency Assessment Report with Recommendations and Suggested L&D Interventions > Submission of Terminal Report *The following documents shall be deemed to form & construed as part of this agreement:* Contract Agreement Philippine Bidding Documents - *Schedule of Requirements* - *Technical Specifications / Terms of Reference* - *General and Special Conditions of Contract* - *Brochures* - *Warranty Certificate* - *Provision on Support and Problem Escalation* Eligibility Requirements, Technical and Financial Proposal Performance Security Notice of Award Notice to Proceed Other documents as may be required by laws	1	Php 1,462,720.00	Php 1,462,720.00
Total Amount in Words:		**One Million Four Hundred Sixty Two Thousand Seven Hundred Twenty Pesos Only**			Php 1,462,720.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed

Very truly yours,

JESSICA L. CASTRO
CAO, Administrative Division

Conforme: JUMPEL LUNA
(Signature over printed name)
Jan 05 2026
(Date)

EDITHA R. BUENDIA
Director IV, HRMAS

Funds Available:

ARIEL J. UBINA
Chief Accountant

ALOBS: 02-10110-2025-12-732

Amount: ₱1,462,720.00

This is to certify that this procurement was posted at Philgeps in compliance with RA 9184

CHRISTIAN D. BUAT
Admin Assistant I, Administrative Division