



REQUEST FOR QUOTATION

Project Number:

Reference PR Number: 2020-09-485

Sir/Madam:

Please quote your best offer for the item/s listed below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative through email at kn.felarca@philrice.gov.ph / kirkfelarca14@gmail.com, if sealed, addressed to Ms. Marifel A. Astillo or fax at (064) 229-8178 not later than September 14, 2020.

KIRK N. FELARCA
BUYER/CANVASSER

OMMAL H. ABDULKADIL
RCEF Focal Person

PROCUREMENT TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) is **PhP70,000.00**
- Prices quoted are subject to deduction of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
- All bids in excess of the ABC will be rejected.
- Complete technical specifications, brand and model must be indicated in the price quotation for evaluation purposes.
- Delivery period shall be indicated in the quotation. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed.
- Goods, supplies, equipment, or work done are subject to inspection/acceptance, PhilRice reserves the right to cancel, reject, or rebid the items which do not conform with the technical specifications.
- NEW suppliers are required to submit a photocopy of valid Mayor's Business Permit, valid PhilGEPS Registration Number and valid PCAB License (if applicable) together with their quotations. Please disregard if you have submitted an updated copy/ies. This shall be subjected for validation.
- The winning Bidder is required to submit a photocopy of Latest Income/Business Tax Return and original copy of Omnibus Sworn Statement prescribed by the GPPB PRIOR TO PAYMENT of the goods delivered/services rendered.
- Supplier warrants that s/he has not given nor promised to give any money or gift to any PhilRice employee to secure this offer and to obtain an award.

Item No.	Quantity	Unit	Item and Description	Unit Price	Total Amount
1	1	LOT	<p>Service Fee for Video Consultant (produce two 3-5 min. testimonial videos)</p> <p>1.) Scope and Coverage The video production consultant shall produce two (3-5 minutes) testimonial videos of RCEF Farmer beneficiaries from the Branch unit's area of operation (1 for RCEF-Seed; 1 for RCEF-Extension) The following are the specific tasks of the video consultant: a.) Meet with the DevCom/CFP staff (through online) and understand the production concepts b.) Direct, shoot (interviews and B-Rolls) and edit videos based on the script/instructions provided c.) Provide appropriate musical scores/sound effects, text/graphic animation designs, visual effects and color grading for the videos d.) Submit drafts, incorporate corrections and finalize outputs based on the production schedule through Google drive (Gdrive) or any cloud-based platforms</p> <p>2.) Deliverables/Expected Outputs a.) Maximum of 3 drafts per video will be submitted to DevCom based on the provided production schedule b.) Produced 2 video files in any of these formats (mp4 or mov) c.) Packaged 2 project video files (Adobe Premiere/After Effects); submit through Gdrive</p>		

