

Date: 11/23/2020


REQUEST FOR QUOTATION

Project Number: RCE-002-000

Reference PR Number: 2020-11-0857

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 (evv.pelayo@philrice.gov.ph/courier - if sealed, addressed to Ms. Myline A. Dilla) or fax at (044) 456-0650 loc 631 not later than **November 27, 2020**


ELEAH VIDA V. PELAYO
 BUYER/CANVASSER


RONAN G. ZAGADO
 Division Head, DevCom
PROCUREMENT TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) is **PhP 300,000.00**
- 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	lot	1	<p>Production of Broadcast Learning Materials in support of RCEF RESP</p> <p>Conceptualize and produce 15 sets of 20-30 minute audio on PalayCheck system. (Note: draft scripts will be provided)</p> <p>Record, direct, and edit audio recordings based on the approved scripts (with at most three rounds of editing)</p> <p>Provide appropriate musical scores/sound effects for audio recordings</p> <p>Provide voice talents based on the requirements of the scripts</p> <p>Transcribe audio file to text. Submit outputs based on the production timeline.</p> <p>Other terms and conditions</p> <p>1. PhilRice shall evaluate bids using the Quality-Cost Based Evaluation/Selection: 80% for quality and 20% for cost.</p> <p>2. All materials to be placed are subject to the assessment and approval of PhilRice and experts before they are launched to the public. Editing and modifications of the materials, to achieve quality outputs, will not be given additional costs by the winning bidder to PhilRice.</p> <p>3. PhilRice reserves the right to terminate the contract should the deliverables infringe copyrights, commit plagiarism, and be deemed unsatisfactory.</p>		

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			4. The agency must have operated for at least 3 years doing content development particularly on broadcast learning materials. 5. The agency should have relevant experience related to broadcast projects. 6. The agency shall submit at least 2 (two) broadcast output from former clients.		

Delivery Period: 30 calendar days 15 calendar days 7 calendar days Others:

Place of Delivery: PhilRice CES-Central Warehouse ATI-QC Others:

Price Validity: 120 calendar days 60 calendar days 30 calendar days Others:

Warranty: 1 year 3 months Others:

Payment Term: 30 calendar days 15 calendar days Others:

After having carefully read and accepted the Procurement Terms & Conditions, I/We quote you on the item at prices noted above.

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

Designation: _____

Company Name: _____

Business Address: _____

PhilGEPS Registration No.: _____

Telephone Number: _____

Email Address: _____

PRRI RFC Rev 5 Effectivity Date: Oct 29, 2019