



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6824490  
**Procuring Entity** DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - REGION V  
**Title** Hiring of Service Provider for concept and production of Listahanan AVP orientation material  
**Area of Delivery**

<b>Solicitation Number:</b>	NF 2001-0055	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Video Production Services	<b>Date Published</b>	31/01/2020
<b>Approved Budget for the Contract:</b>	PHP 150,000.00	<b>Last Updated / Time</b>	31/01/2020 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	03/02/2020 13:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Eva D. Bañares Head, BAC Secretariat Magnolia St., PBN Buragwis, Legazpi City Albay Philippines 4500 63-52-4805670 63-52-4805670 fo5bacsec@gmail.com		

#### Description

Hiring of Service Provider for concept and production of Listahanan AVP orientation material

#### Scope of work:

- 1 Make Necessary research about DSWD Listahanan Project
  - 2 Provide the following as minimum for the project (Please refer to the Terms of Reference)
  - 3 Concept development: Outline, Storyboard and Script
- Complete Pre-production, production and post-production, technical staff and support staff  
 Complete HD-based shooting equipment: HD SLR cameras, tripods, monopods, HD drone camera, glide gear camera stabilizer and camera crane  
 Complete Audio Recording Equipment: lapel microphones, shotgun microphones and wireless receivers  
 Related Office Equipment: computers, laptops, scanner and printer  
 Studio/Production lights, light stand, LED lights and strobe lights  
 AV Recording using digital HD  
 Professional video and audio editing softwares  
 Audio recording studio inclusive of audio-recording booth, assorted microphones and headphones

#### Outputs/Deliverables

- One (1) 3-5 minute video which should have a detailed introduction of Listahanan, defining the key objectives
- One (1) 1-2 minute video teaser which will give the gist of the project
- Digital master edit copy, 50 DVD copies

#### Qualification of the Service Provider:

The Service Provider should have at least three (3) years of experience in producing video documentaries; creating storyboards that depict the script and narrative  
 Must Have EXPERIENCE in film and audio editing, with knowledge of main editing softwares such as Final Cut Pro, Adobe Premiere, and sound forge. An interest and understanding of new media and digital technology developments.

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