



Republic of the Philippines
Office of the President

PHILIPPINE SPORTS COMMISSION

REQUEST FOR QUOTATION

The Philippine Sports Commission, through its Bids & Awards Committee, invites interested **PHILGEPS-accredited** suppliers to submit SEALED and signed formal quotation/s for:

Particular	Quantity	ABC (PHP)	Place of Delivery
Production of Philippine Sports Hall of Fame Enshrinement Ceremony	<p>SCOPE OF WORK</p> <p>The scope of work is as follows:</p> <p>Pre-production (to be done with PSC production team)</p> <ul style="list-style-type: none"> • Concept building • Overall look and design • Activity scheduling • Script writing <p>Production</p> <ul style="list-style-type: none"> • Full set-up of virtual studio (greenscreen, green boxes, lighting, markers etc) and production office • Sounds • Cameras • Editing equipment • All related collaterals and CG art • All necessary equipment and supplies for production (shotgun-mic, lapel, gaffer tapes, cables, power strips, etc) • Production (Shooting, professional editing, VO, art) of intro videos for 10 enshrinees • Wireless intercom headsets/commset • Derigging crew • Production-related manpower (camera men, PA, script-writer, director, VO talent, production manager, editor etc) • Two emcees (1 male, 1 female, both must be familiar with sports community) • Generator set for backup electricity • 1 rehearsal day with set-up • Submission of 60-second concept reel along with proposal • Supplier should have an experience in sports production and should have presentation with sample concept in HD. <p>Streaming/Virtual resources</p> <ul style="list-style-type: none"> • Streaming platform (zoom, streamyard etc.) • Streaming equipment • Strong and stable internet connectivity • Final product for streaming on PSC Facebook and other social media platforms <p>SPECIFIC DELIVERABLES BY THE SUPPLIER/SERVICE PROVIDER</p> <p>Aside from the efficient delivery of the work requirements, they are also expected to deliver the following:</p> <ul style="list-style-type: none"> • Crew meals for their entire production team • 48-hour certification of a "negative" RT-PCR COVID-19 testing result for all production staff and talents of the supplier • Submission of all raw and final materials to PSC as "owner" within a week after streaming day • Submission of a post-production report to PSC within a week after streaming day 	975,000.00	Rizal Memorial Sports Complex, P. Ocampo Sr. St. Malate, Manila

TIMELINES OR SCHEDULE OF DELIVERIES			
April, 3 rd week	-	graphic art samples presented	
April 20	-	submission of first video draft for approval and comments	
April 27	-	final product ready/test streaming	
April 29	-	streaming day	
May 7 (on or before)-		Submission of final report and raw materials	

The following documents must be submitted from 5 April 2021 to 5:00 pm of 8 April 2021 directly to the Bids and Awards Committee Secretariat located at Room 207, 2nd Floor, Administration Building, Rizal Memorial Sports Complex, Pablo Ocampo Sr. St. Malate Manila.


1. PHILGEPS Registration or PHILGEPS Certificate
2. Updated Omnibus Sworn Statement (notarized), per GPPB Resolution 16-2020
3. ITR Form Year 2019 or Tax Clearance
4. Mayor's Permit for 2021

In case the deadline falls on a non-working day, legal holiday, or special non-working holiday, the deadline shall be on the next working day.

For additional information, please contact the Procurement Office nos. Telefax: 524-3512 or 524-4408 loc. 153/147

The Commission reserves the right to not accept any and all quotations or not award the contract on the following grounds:

- There is prima facie evidence of collusion;
- The BAC failed to follow prescribed procurement procedures; and or
- There are justifiable grounds where the contract will not redound to the benefit of the government without incurring any liability to the affected bidder/s.

 Digitally signed
by Iroy Guillermo
Bersosidad Jr
Date: 2021.03.31
11:32:48 +08'00'

ATTY. GUILLERMO B. IROY, JR.
BAC Chairman

Date Posted on Philgeps and PSC website: April 5, 2021

RFQ032921