



Republic of the Philippines
 Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
 ATI-RTC V (ATI Bicol), Diversion Road, San Agustin, Pili, Camarines Sur
 Telephone Number: (054) 884-5866
 Email Address: rtc5_dcc@ati.da.gov.ph

4/5/2024
 Date

REQUEST FOR QUOTATION - RFQ NUMBER: 2024 - 06-008

Please quote your **lowest price** (s) for the following item/services. Kindly **specify the brand or trade mark of the article** you are offering when the same is not indicated herein. **Please submit this request for quotation sealed.** This office reserves the **right to reject any or all quotation not sealed.** This office reserves the right to reject any or all the quotations to waive defect therein or accept such quotations as maybe found advantageous to the Government.

EMMANUEL L. OROGO
 BAC Chairman

ITEM NO.	QUANTITY	UNIT	ITEM/S SPECIFICATION	UNIT PRICE	TOTAL PRICE
	2	video	Success Stories of RCEF Exemplars Farm School and Farmer Beneficiary		
			Specifications:		
			1. Length: 10-15 minutes		
			2. Resolution: 1080p HD, broadcast quality (or equivalent)		
			3. Format: mp4		
			4. Music/BGM/SFX: original and/or royalty-free		
			Package inclusions:		
			1. Pre-production		
			1.a Research		
			1.b Scriptwriting (to be approved by ATI Bicol)		
			1.c Creation of storyboard		
			1.d Identification of shot list		
			2. Video production		
			2.a Filming/location shoot		
			2.b Production equipment		
			2.c Creative director		
			2.d Production assistant		
			3. Post-production		
			3.a Full editing and titling		
			3.b Color grading		
			3.c Animation and motion graphics		
			3.d Musical score		
			3.e Voice-over recording		
			TERMS AND CONDITIONS		
			1. Must submit samples of work and list of organizations the bidder has worked with (track record);		
			2. Video may be subjected to revision up to 4 times if deemed		
			3. Video must be pre-tested on a selected audience prior to final revision or release;		
			4. Result of pre-testing must be presented to ATI Bicol;		
			5. Project files, including raw videos, music scores and photos gathered must be turned over to ATI Bicol;		
			6. The production team must have at least 3 years' experience in projects related to agricultural extension;		
			7. The video shall be considered works made-for-hire and are owned exclusively by ATI Bicol;		

			8. ATI Bicol shall be entitled to obtain and hold all copyright on the said materials.		
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--- Nothing Follows ---

TOTAL P _____

Purpose: To document the processes, best practices, challenges overcome and success measures of the subject (RCEF Farm School and Farmer Beneficiary) and present these to other clients and public.

Pls. submit the following eligibility documents:

- Mayor's/Business Permit
- Income Tax Return/BIR 2303
- DTI/SEC Registration
- Notarized Omnibus Sworn Statement (If above 50,000.00) *if winning bidder*
- PhilGEPS Registration
- Certificate of Sole Distributorship

Note: **Pls. provide also the following: CONTACT INFORMATION (Email Address and Mobile Numbers; Tax Identification Number and Bank Details- preferably Landbank)**

I hereby certify that I am in a position to furnish the items/services as specified at the price quoted and quantities called for taking note of the stipulation.

FRANCISCO ARMANDO G. PASADILLA

 Canvasser

 (Dealer/Representative's Name and Signature)

Effectivity date: April 16, 2024

 Date