



Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Request for Expression of Interest

Reference Number 11451711
Procuring Entity DEPARTMENT OF TOURISM
Title Photo Documentation and Video Content Production for the 2nd Philippine Golf Tourism Summit

Area of Delivery

Solicitation Number:	RFQ NP-SVP No. 2024-11-0364	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Consulting Services	Document Request List	3
Category:	Consulting Services	Date Published	09/11/2024
Approved Budget for the Contract:	PHP 800,000.00	Last Updated / Time	09/11/2024 00:00 AM
Delivery Period:		Closing Date / Time	12/11/2024 14:00 PM
Client Agency:			
Contact Person:	Norjannah P Lucman Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 nplucman@tourism.gov.ph		

Description

02-03 December 2024

MINIMUM REQUIREMENTS FOR SUPPLIER:

- a. Must provide all equipment necessary for the shoot (i.e, cameras, tripods, lighting);
- b. Must be equipped with professional-level camera equipment (at least full frame cameras for still photography, and at least micro-four thirds for video);
- c. Must be a professional photo and video production services for the last three (3) years;
- d. Must have covered at least thirty (30) golf-related events both local and international for the last three (3) years;
- e. Must be accredited with PhilGEPS
- f. Must be willing to provide services on a send bill arrangement

SCOPE AND WORK DELIVERABLES

- A. Documentation
- Camcorders/ DSLRs/ Mirrorless/ PTZ/ Broadcasting/ Action Cameras and dedicated cameras for documentation purposes;
 - Provision of audio-visual equipment and editing facilities including technical shooting equipment and drones for aerial shots;
 - Non-wired/ Wireless internet connection Equipment;

- Same day edit video Presentation for playback during and at the end of the event;
- At least two (2) copies of printed and electronic narrative documentation report;
- Compilation of video and photo documentation in an external hard drive and a google drive link.

B. Audio Visual Presentation (AVP)

Submission of Draft to End-user: within three (3) working days after the receipt of the Notice of Award.

Approval of the Draft by the end-user: within ten (10) working days upon receipt of the drafted Audio-Visual Presentation.

Submission of Final Output to End-user: Must be not later than November 25, 2024.

- AVP featuring Philippine Golf Courses in Luzon, Visayas, and Mindanao must be readily available;
- Development of 9- 10 minutes High-Definition 9HD AVP (script to screen). and a trimmed down 3-4 minutes AVP;
- Final output must be high-resolution of at least 1080p;
- Video must be professionally post-processed, color-graded and corrected, and inclusive if audio scoring, ready for web broadcast and commercial use;
- Provision of a full production team to include motion graphic artists/ designer, production manager and assistant, voice caster, editor, and producer;
- All concepts and materials formulated and designed with this project shall be owned by DOT with full and exclusive rights on its future use;
- All materials produced during the period of engagement shall be amenable to edit at no cost to the DOT;
- 1TB Hard Disk Drive, copies of the Philippine Golf Course in Luzon, Visayas, and Mindanao AVPs and photos should be delivered upon completion of AVPs.

C. Live Streaming and Documentation

- Live streaming of the event to a streaming platform and DOT's Official social media Pages;
- Live streaming to at least 1 platform;
- Livestreaming with 3 cams;
- Facebook platform + Internet aggregator (unbreakable internet)

(please see attached TechSpecs/TOR for the complete details including ABC, Payment Terms (schedules), and the technical Rating Sheet).

Other Information

Kindly submit your Proposal (with timeline, plan and methodology) and the following eligibility documents on or before 12 November 2024, 2 p.m., to:
nplucman@tourism.gov.ph, to wit:

- 1 Registration Certificate (i.e., SEC, or DTI...)
- 2 Mayor's Permit
- 3 PhilGEPS Registration Number
- 4 Latest Income Tax Return (for ABC above PhP500,000.00)
- 5 List if Key personnel to be assigned to the Contract to be bid, with their complete qualifications and experience data.
- 6 Professional License/Curriculum Vitae of the (main) Consultant and the Support Staff
- 7 Statement of the Prospective Bidder of all its going and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the Contract to be bid, within the relevant period as provided in the Terms of Reference
- 8 Omnibus Sworn Statement
- 9 Company Profile

Created by Norjannah P Lucman

Date Created 07/11/2024

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.