



Bid Notice Abstract

Request for Proposal (RFP)

Reference Number 8156200
Procuring Entity DEPARTMENT OF TOURISM
Title Procurement of Consulting Services for the Production of Underwater Video Content for Dive Philippines

Area of Delivery

Solicitation Number:	RFP No. 2021 - 11 - 0161	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	4
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Consulting Services	Document Request List	0
Category:	Consulting Services	Date Published	05/11/2021
Approved Budget for the Contract:	PHP 997,920.00	Last Updated / Time	04/11/2021 21:04 PM
Delivery Period:	37 Day/s	Closing Date / Time	08/11/2021 14:00 PM
Client Agency:			
Contact Person:	John Paulo Samonte Francisco Administrative Assistant III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 jsfrancisco@tourism.gov.ph		

Description

TERMS OF REFERENCE

I. PROJECT TITLE

Production of Underwater Video Content for Dive Philippines

II. PROJECT DURATION

November 25 to December 31, 2021

III. DESCRIPTION

The Office of Product and Market Development (OPMD) is in need of the services of a competent underwater video production firm to conceptualize and produce underwater video content for the Dive Philippines brand.

IV. MINIMUM REQUIREMENTS

1. Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS);

2. Must be willing to provide services on a send-bill arrangement;

V. SCOPE AND WORK DELIVERABLES

UNDERWATER VIDEO CONTENT DEVELOPMENT

1. Conceptualize and produce a 1-minute promotional video featuring stock footage of various dive sites in Anilao;

2. Conceptualize, shoot, and produce a 2-minute destination video that will showcase Anilao as a top underwater photography destination and highlight its rich marine biodiversity;

- 3. Conceptualize, shoot, and produce a 4 to 5-minute advocacy video that will give an overview of the pandemic’s impact on the diving industry in Anilao and highlight the Department’s ongoing efforts to provide product and market development support for destination stakeholders;
- 4. Video production firm must shoulder transportation expenses (Manila to Anilao to Manila) of all technical and production crew.

FINAL OUTPUT

- 1. Final output must depict the Philippines as a world-class underwater photography destination with the richest marine biodiversity in the Region;
- 2. Final output must be professionally edited, inclusive of color grading and correction, and must include audio scoring;
- 3. Final output must be high-resolution, at least 1080p;
- 4. Final output must be ready for web, broadcast, and commercial use;
- 5. Final output must be submitted to the DOT in a 1 TB external hard drive;

VI. BUDGET

The total working budget is NINE HUNDRED NINETY-SEVEN THOUSAND NINE HUNDRED TWENTY PESOS (P997,920.00) and should cover all requirements enumerated above.

VII. PAYMENT TERMS

- First Tranche: 40% upon submission of approved overall concept and storyline;
- Second Tranche: 60% upon submission and acceptance of final output.

VIII. SHORTLISTING CRITERIA

A. APPLICABLE EXPERIENCE OF THE CONSULTANT

- 1. Relevance of company portfolio to the project
Bidder has completed 5 or more Underwater Video Production projects. 40
Bidder has completed 2 to 4 Underwater Video Production projects. 20
Bidder has no experience implementing Underwater Video Production projects. 0

2. Experience and Credentials

Bidder has implemented at least 2 Underwater Video Production projects for National Tourism Organizations (i.e., government tourism agency or body). 40

Bidder has implemented 1 Underwater Video Production projects for National Tourism Organizations (i.e., government tourism agency or body). 20

Bidder has no experience implementing Underwater Video Production projects for National Tourism Organizations. 0

B. QUALIFICATION OF PERSONNEL WHO MAY BE ASSIGNED TO THE JOB

All assigned personnel have experience working on at least 2 Underwater Video Production projects. 10

50% of assigned personnel have experience working on at least 2 Underwater Video Production projects. 5

Assigned personnel have no experience working on Underwater Video Production projects. 0

C. CURRENT WORKLOAD RELATIVE TO CAPACITY

1. Number of on-going similar and related projects relative to capacity
No on-going similar and related projects with contract cost equal or greater than the ABC (PhP 997,920.00) 10

1 to 2 on-going similar and related projects with contract cost equal or greater than the ABC (PhP 997,920.00) 5

Total 100

Passing Rate 70

IX. CONTACT PERSON

Contact Persons : Celstine Sy

Email Address : ctsy@tourism.gov.ph

APPROVED:

RENEE MARIE N. REYES

Director

Office of Product and Market Development

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Consulting	Procurement of Consulting Services for the	1	Lot	997,920.00

	Services	Production of Underwater Video Content for Dive Philippines			
<p>Other Information Eligibility Requirements</p> <ol style="list-style-type: none"> 1. Registration Certificate from Security and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives. 2. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area, In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit. For individual consultants not registered under a sole proprietorship, a BIR Certificate of Registration shall be submitted, in lieu of DTI registration and Mayor's/Business permit. 3. PhilGEPS Registration Number 4. Latest Income/Business Tax Return (For ABC above PhP500, 000.00) 5. Professional License/Curriculum Vitae 6. List of key personnel to be assigned to the contract to be bid, with their complete qualification and experience data. 7. Statement of the prospective bidder of all its ongoing 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. (See attached Annexes TD 1 & 2) 8. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement <p>Note: Kindly submit your proposals together with your eligibility requirements thru email and sent it to jsfrancisco@tourism.gov.ph on or before 08 November 2021 at 2:00 pm. Late and unsigned proposals shall not be accepted.</p>					

Created by John Paulo Samonte Francisco

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