



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5505202  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** Consulting Services (Photo and Video Production -Anilao Underwater Shootout 2018)  
**Area of Delivery** Batangas

<b>Solicitation Number:</b>	2018-07-0178	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b>	Consulting Services	<b>Bid Supplements</b>	0
<b>Category:</b>	Consulting Services		
<b>Approved Budget for the Contract:</b>	PHP 818,000.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	30 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	21/07/2018
<b>Contact Person:</b>	Maria Alma O Almazan Administrative Officer III #351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 almaalmazan@yahoo.com.ph	<b>Last Updated / Time</b>	21/07/2018 00:00 AM
		<b>Closing Date / Time</b>	25/07/2018 10:00 AM

#### Description

##### TERMS OF REFERENCE

A. BIDDER: Video Production Company

B. PROJECT TITLE: Anilao Underwater Shootout 2018 (Video Documentation)

##### C. BACKGROUND

1. Date/ period covered: November 27 — December 1, 2018

2. Destination: Anilao, Mabini, Batangas 3, Description/Rationale:

The Anilao UW Shootout 2018 will be a five-day event from November 27 to December 1, 2018 with the following components:

Registration and Welcome Cocktail Reception

Three-day Shootout Competition and Fun Dives

Judges' Workshops and Presentations

Mini Press Conference

Closing/Awarding Ceremony

Target participants: 200 (minimum) foreign and local UW photographers

Partnership with DOT and/or PCSSD accredited Anilao resorts to come up with attractive 5D14N dive packages (P31,500/US\$630) for event participants.

Five (5) world-renowned UW photographers shall be tapped as judges for the competition, i.e., Laurent Ballesta, Ellen Cuylaerts, Indra Swan, Alan Lo, and Gusto Tuason

The team has developed the Anilao UW Shootout as a tourism product which can be turned over to other Philippines

dive destinations.

This year's shootout will pave the way for the promotion of the Philippine Underwater Shootout in Dauin, where we will introduce competition classes and categories specific to the destination such as wide angle or pelagic,

#### D. OBJECTIVES

1. To showcase the country as an excellent destination for UW macro photographers and entice them to engage their hobby in the Philippines;
2. To sustain the gains achieved in the 2017 Anilao Competition and ensure market penetration of the global UW photographers market segment;
3. To reinforce the standing of the Philippines as Asia's premier UW Photography Destination through the multimedia platforms of invited world-renowned UW photographers, judges, and international participants; and
4. To lead in the implementation of responsible competition mechanics for underwater photo competitions worldwide

#### E. MINIMUM REQUIREMENTS

1. Must have technical expertise in the production of photo and video documentary for underwater and topside shoot covering all components of the event
2. Must provide all underwater and above-water cameras and equipment necessary for the shoot (i.e, lights, audio equipment, lapels, among others)
3. Must shoulder underwater expenses of the shoot (i.e, dive boat, tanks and other underwater photo and video equipment)
4. Must shoulder meals and accommodation expenses of production staff and crew for the duration of the event
5. Must shoulder transportation/vehicle for the production staff, crew and equipment for the duration of the event
6. Must have Civil Aviation Authority of the Philippines (CAAP)-certified drone operators and must submit supporting documents
7. Underwater camera team must be made up of Dive Professionals (Dive Master and Dive Instructors)
8. Willing to provide services on send-bill arrangement
9. Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS)
10. Cost to be submitted must be inclusive of post-production expenses
11. Must submit 2-3 sample works of photo and video documentary (underwater and topside)

#### F. SCOPE OF WORK

##### 1. Deliverables;

Conceptualize and produce 1 to 2-minute pre-event save-the-date AVP, which features footage and image/s featuring various dive sites in Anilao (Deadline for submission is for the period of July - August 2018);

Conceptualize and produce a 3.-5 minute AVP as approved by the DOT for the duration of the Fifth (5th) Anilao UW Shootout i Anilao, Batangas (Deadline for submission is 30 working days after final shooting day);

Photo coverage as approved by the DOT for the duration of the Sixth (6th) Anilao UW Shootout in Anilao, Batangas; and

Conceptualize and produce a 2-3 minute event recap video production to be shown during the closing ceremony;

##### 2. Guidelines:

Abide by the following guidelines in conceptualizing for the over-all photo and video coverage:

Depict the Philippine diving experience as having the richest marine biodiversity in and Anilao, Mabini, Batangas;

Conduct photo and video coverage of the international judges' and participants' activities above and underwater through interviews and footage of their diving and activities during key event components i.e. Registration, Shootout Proper, Seminars, Cocktail Reception, Judging and Awards Night;

Produce a 1 to 2-minute pre-event save-the-date AVP, which features footage and image/s featuring various dive sites in Anilao (Deadline for submission is for the period of July-August 2018);

Produce a 3-5..; minute AVP as approved by the DOT for the duration of the Fifth (5th) Anilao UW Shootout ii Anilao, Batangas (Deadline for submission is 30 working days after final shooting day);

Produce a 2-3 minute event recap video production to be shown during the closing ceremony;

Be responsible for other matters directly related to the photo and video coverage as may be required by the DOT;

Shoulder all logistical expenses of the coverage including: transportation, meals and accommodations of the technical and production staff and crew

##### 3. Final Output

Final output must depict the Philippine as a world-class macro-photography destination.

Final output must prominently feature VIPs and participants.

Final output must feature event partners and sponsors in some form. Company logos would be provided by the DOT.

Final output must be professionally edited (color grading and correction) and must include audio scoring.

Final output must be super high resolution at 1080p (no frame rate specified in final render) ready for web, broadcast, and commercial use.

- Submit to the DOT the official event video coverage no later than thirty (30) working days after the final shooting day on a 1 TB external hard drive.

#### F. BUDGET Total estimated budget P 818,000.00

Cost proposal must be submitted with an itemized breakdown. In the event that DOT is able to secure sponsorships, the corresponding value must be deducted from the total amount in the invoice.

#### G. PROJECT OFFICER/ CONTACT PERSON Jam Cancel (OPMD-Dive)

Tel #459-5200 loc. 520

Mobile: 09064136642

NOTE: The winning bid however, shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of bid does not exceed the above total budget.

Kindly submit the Eligibility Requirements listed below in a sealed envelope, indicating our Solicitation Number & Company Name in a sealed envelope, addressed to Ms. Maria Alma Almazan at DOT Bldg., 4th Floor, 351 Sen. Gil Puyat Avenue, Makati City

**ELIGIBILITY REQUIREMENTS:**

**1. Eligibility Documents Submission Form (Annex A)**

**2. Class "A" Documents:**

a. Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidders is located, or the equivalent document for Exclusive Economic Zones or Areas; and

(In case of recently expired Mayor's/Business permit, submission of the expired Mayor's/Business permit together with the official receipt (renewal) shall be accepted, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the IRR of RA9184

For individual consultants not registered under a sole proprietorship, a BIR Certification of Registration shall be submitted, in lieu of DTI registration and Mayor's/Business permit; and

\*\* For methods of procurement requiring Mayor's Permit and PHILGEPS Registration Number, Certificate of Platinum Membership may be submitted in lieu of the said documents.

b. Philgeps Registration Number

c. Latest Income/Business Tax Return (For ABCs above Php500K)

d. Professional License/Curriculum Vitae/Company Profile

e. List of completed and ongoing projects

f. List of key personnel to be assigned to the contract to be bid, with their complete qualification and experience data (company)

g. Original or Certified True copy of Duly Notarized Omnibus Sworn Statement (see attached form)

Deadline for the submission of Bid: on or before July 25, 2018 10:00 am

**Created by** Maria Alma O Almazan

**Date Created** 20/07/2018

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