



March 15, 2024

REQUEST FOR QUOTATIONS

The Philippine Council for Health Research and Development (PCHR), through its Bids and Awards Committee (BAC), requests PhilGEPS registered suppliers to submit **quotations for the one (1) lot Photo and Video Coverage and Photobooth Installation and Services for the PCHR 42nd Anniversary with a total approved budget for the contract (ABC) in the amount of One Hundred Thousand Pesos (P 100,000.00).**

Photo and Video Coverage and Photobooth Installation and Services for the PCHR 42nd Anniversary

- **Venue:** Philippine International Convention Center, Pasay City
- **Date:** March 25, 2024
- **Time:**
 - 08:00AM – 08:00PM (Photo/Video)
 - 04:00PM – 08:00PM (Photobooth)
- **Detailed deliverables:**
 1. Photo and video coverage during the event (from 8:00 AM - 8:00 PM);
 2. Two (2) same-day edit (SDE) videos for the highlights of the events;
 3. Raw copies of photos and video recording, three (3) days after the event;
 4. Photo booth installation and services detailed as follows:
 - Ingress: 2:00 PM
 - Egress: 8:00 PM
 - 4 hours unlimited photo shots from 4:00 PM - 8:00 PM (Fellowship Night)
 - Camera set-up
 - Live view screen with countdown timer
 - with themed setup/personalized overlay design and props/accessories station (e.g, professional lights, etc.)
 - with at least 1-2 booth professional staff/operator to manned the booth
 - with provision of sharing station for digital copies (either thru DVD copy of HD images or online photo gallery)

Qualified bidders should submit their quotations to the address below **on or before March 20, 2024 (Wednesday), 10:00 AM.** Failure to strictly comply with the deadline and general conditions shall automatically disqualify the bidder/s from the bidding process. Winning bidder will be required to submit additional requirements as stipulated in the IRR of RA 9184.



PCHRD reserves the right to reject any or all quotations, to waive formality therein and to accept offers that may be considered most advantageous to the government.

For further information, please refer to:

Mr. Cirio D. Pangan Jr.

Secretariat, Bids and Awards Committee

Philippine Council for Health Research and Development

PCHRD Saliksik Building, Sikap Street,

DOST Main Compound, Gen. Santos Ave., Bicutan, Taguig City

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(sgd.)

MARIA VIOLETA G. INTIA

Chair, BAC