

NOTICE OF AWARD

Date: _____

MS. STEPHEN JOHN FOPALAN

Proprietor
STIPIN STUDIO
194 Libertad, Odiongan, Romblon

Dear **Mr. Fopalan:**

We are pleased to inform you that the RFQ No. 2023-06-0836 for "Production of Audio-Visual Presentation for Pantawid Familyang Pilipino Program" is hereby awarded to you as the Bidder with the Single Calculated Responsive Bid at a Contract Price equivalent to **Fifty Five Thousand Pesos Only (Php55,000.00)**.

Please signify your conformity by signing below and transmitting a signed copy to us.

Very truly yours,



LEONARDO C. REYNOSO, CESO III
Regional Director
Head of the Procuring Entity

Conforme:

(Signature over Printed Name of Bidder's Authorized Representative)

STIPIN STUDIO

Date: _____



PURCHASE ORDER
DSWD MIMAROPA Region
 Entity Name

Supplier : STIPIN STUDIO Address : <u>194 Libertad, Odiongan, Romblon</u> TIN :	P.O. No. 2023-07-0643 Date : July 20, 2023 Mode of Procurement : NP-SVP
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Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <u>DSWD Mimaropa, 1680 F.T. Benitez corner Malvar Sts., Malate, Manila</u> Date of Delivery : <u>October 2, 2023</u>	Delivery Term : <u>FOB Destination</u> Payment Term : <u>15-30 days upon final inspection</u>
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Stock/Property No	Unit	Description	Quantity	Unit Cost	Amount
1	service	PRODUCTION OF AUDIO-VISUAL PRESENTATION (AVP) Quantity: Fully-packaged material - One (1) to Five (5) minutes of full video with English sub-title Quality: 1080P (HD); 1920x1080 (Full HD) Format: MP4 Other Details: Video series shall be in audio-visual format Production Schedule: August 2023 (3-4 days) Production Location: One (1) Province in MIMAROPA (specific location will be identified on July) NOTE: Please see attached concept/production guide Shall include production (creation of original score) and post-production (editing) All raw materials shall be submitted to DSWD OTHER INCLUSION: Service Provider lodging, meals and transportation to be included in the total amount of quotation PROOFING: Quantity: Approved Specs, machine grade 1st Draft: 15 Working Days upon the completion of video shooting/production 2nd Draft: 3 Working Days upon receipt of 1st proofing comments Final Draft: 3 Working Days upon receipt of 2nd Proofing comments DELIVERY: Completion of Deliver: October 2, 2023 Packaging: Stored in a USB Flash Drive (raw materials and fully-package material) *****NOTHING FOLLOWS***** page 1 of 1 Approved Budget for the Contract: Php60,000.00 PR No. 2023-06-0836 Purpose: PRODUCTION OF AUDIO-VISUAL PRESENTATION (AVP) Prepared by: Emma Joy C. Nolasco	1	55,000.00	55,000.00

(Total Amount in Words)	FIFTY FIVE THOUSAND PESOS ONLY	55,000.00
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In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

_____ Signature over Printed Name of Supplier _____ Date	Very truly yours, LEONARDO C. REYNOSO, CESO III Signature over Printed Name of Authorized Official Regional Director
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Fund Cluster : 01-101 Funds Available : 55,000.00 DANILYN T. GALAN Signature over Printed Name of Accountant III / Section Head, Accounting Section	ORS/BURS No. : <u>2023 - 07 4671</u> Date of the ORS/BURS: <u>7/21</u> Amount 55,000.00
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