



Republic of the Philippines  
Office of the President

PHILIPPINE SPORTS COMMISSION

REQUEST FOR QUOTATION

The Philippine Sports Commission, through its Bids & Awards Committee, invites interested **PHILGEPS-accredited** suppliers to submit SEALED and signed formal quotation/s for:

Particular	Quantity	ABC (PHP)	Place of Delivery
<p><i>Production of Philippine Sports Hall of Fame Enshrinement Ceremony</i></p>	<p><b>SCOPE OF WORK</b></p> <p>The scope of work is as follows:</p> <p><b>Pre-production</b> (to be done with PSC production team)</p> <ul style="list-style-type: none"> <li>• Concept building</li> <li>• Overall look and design</li> <li>• Activity scheduling</li> <li>• Script writing</li> </ul> <p><b>Production</b></p> <ul style="list-style-type: none"> <li>• Full set-up of virtual studio (greenscreen, green boxes, lighting, markers etc) and production office</li> <li>• Sounds</li> <li>• Cameras</li> <li>• Editing equipment</li> <li>• All related collaterals and CG art</li> <li>• All necessary equipment and supplies for production (shotgun-mic, lapel, gaffer tapes, cables, power strips, etc)</li> <li>• Production (Shooting, professional editing, VO, art) of intro videos for 10 enshrinees</li> <li>• Wireless intercom headsets/commset</li> <li>• Derigging crew</li> <li>• Production-related manpower (camera men, PA, script-writer, director, VO talent, production manager, editor etc)</li> <li>• Two emcees (1 male, 1 female, both must be familiar with sports community)</li> <li>• Generator set for backup electricity</li> <li>• 1 rehearsal day with set-up</li> <li>• Submission of 60-second concept reel along with proposal</li> <li>• Supplier should have an experience in sports production and should have presentation with sample concept in HD.</li> </ul> <p><b>Streaming/Virtual resources</b></p> <ul style="list-style-type: none"> <li>• Streaming platform (zoom, streamyard etc.)</li> <li>• Streaming equipment</li> <li>• Strong and stable internet connectivity</li> <li>• Final product for streaming on PSC Facebook and other social media platforms</li> </ul> <p><b>SPECIFIC DELIVERABLES BY THE SUPPLIER/SERVICE PROVIDER</b></p> <p>Aside from the efficient delivery of the work requirements, they are also expected to deliver the following:</p> <ul style="list-style-type: none"> <li>• Crew meals for their entire production team</li> <li>• 48-hour certification of a "negative" RT-PCR COVID-19 testing result for all production staff and talents of the supplier</li> <li>• Submission of all raw and final materials to PSC as "owner" within a week after streaming day</li> <li>• Submission of a post-production report to PSC within a week after streaming day</li> </ul>	<p><b>975,000.00</b></p>	<p>Rizal Memorial Sports Complex, P. Ocampo Sr. St. Malate, Manila</p>