

Republic of the Philippines
BIDS AND AWARDS COMMITTEE
 (Goods and Services)
 City Government of Baguio
 Baguio City

Standard Form No.: SF - GOODS-60
 Revised on: September 5, 2016
 Standard Form Title: Request For Quotation

Reference No: 14489
 Solicitation No: 1869 Small Value
 Procurement *(1)*
 Date: November 9, 2020
 OBR #

Sir/Madam:

Please quote your price of item/s listed below as per specifications, stating the shortest time of delivery. Please submit your quotation duly signed by you or your representative to the Bids and Awards Committee not later than 2:00 PM _____ c/o the BAC Secretariat, City General Services Office, City Hall, Baguio City. you may fax your quotations through Telefax No. (074)424-5148.

We may purchase the item/s from your company if the offer is found to be reasonable and advantageous to the City Government of Baguio. But we reserve the right to accept or reject the offer or all quotation found not in order.

Thank you very much.

NOTE:

ATTY. LETICIA O. CLEMENTE

BAC Chairperson and City Budget Officer

"PLEASE SEAL YOUR BIDS"

ITEM NO.	QTY	UNIT	DESCRIPTIONS	TOTAL ABC	BID PRICE /UNIT	TOTAL BID PRICE
1	1	LOT	Media Services c/o CEPMO	100,000.00		
	1	lot	LUMP/LOT - LUMP/LOT - Preparation of aerial videos and photo maps of various parks and the Baguio Sewage Treatment Plant	100000.00		

****Please submit and accomplish the attached Omnibus Sworn Statement together with this form****

PURPOSE: Procurement of services of Media Production Company to prepare aerial videos and photo maps of various parks and the Baguio Sewage Treatment Plant. **Terms of reference:** Service Provider and Payment 1. The prospective service provider must be a duly registered and permitted with appropriate government agency. 2. It should have ample experience of 1 - 3 years in designing media productions of video materials with narrative situations to support the development plans, programs needed for operations by the management 3. Must have internal capacity to undertake the services. 4. Payment of the services should be upon completion and submission of the needed output Output be turned over to CEPMO upon completion. 1. Printed and soft copy of aerial photos and various parks and BSTP ; 2. Systematized video materials with narrative actual situations with very good quality.

NOTED:

- 1) Delivery Period within calendar days
- 2) price Validity shall be for a period of _____ calendar days
- 3) Warranty (for equipments) _____ Minimum of 1 year
- 4) Bid Price should be inclusive of VAT and delivery charges
- 5) Please indicate the brand of your offer. For machines/equipment, please attach brochure.
- 6) Unit prices must not exceed indicated line item price.

Name of Establishment

Philgeps Registry No.

Printed Name and Signature of Bidder

Address and Contact Number

TIN

THIS IS TO CERTIFY THAT THIS REF. MAY
 POSTER AT THE *mlg* PHILGEPS WEBSITE
 BAGUIO CITY GOVERNMENT WEBSITE
 THREE (3) CONTINUOUS DAYS
mlg
 PERIOD: 11/16/2020
11/14 - 11/19/2020
 11/19/2020
[Signature]