



Republic of the Philippines  
PROVINCE OF BOHOL  
City of Tagbilaran



Standard Form Number: SF-GOOD-58  
Revised on: May 24, 2004  
Standard Form Title: Purchase Order

NEGOTIATED CANVASS 20-137 D  
P.R No. 2020-158 D

**PURCHASE ORDER**  
**BOHOL TOURISM OFFICE**

Agency / Requisitioning Office

Supplier	<b>136 ACTIVE EVENTS EQUIPMENT RENTALS</b>		<b>D.O. No. P.O. NO. 2020-741</b>		
Address	<b>136 CPG East Avenue, Poblacion I, Tagbilaran City</b>		<b>Date : November 17, 2020</b>		
E-mail Address			<b>Mode of</b>		
Telephone No.	<b>9177466060</b>		<b>Procurement : Negotiated</b>		
TIN			<b>SMALL VALUE PROCUREMENT</b>		
Gentlemen/Mesdames: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery :	<b>BELLEVUE HOTEL</b>		Delivery Term :	<b>Please read at the</b>	
Address :	<b>Doljo, Panglao, Bohol</b>			<b>back hereof.</b>	
Date of Delivery :	<b>upon receipt of NTP</b>		Payment Term :	<b>PROGRESS BILLING</b>	
Warranty Period:	<b>N/A</b>				
ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
1	lot	<p>Provision of Live Telecast/Broadcasting Services for the Coverage of the Opening &amp; Closing Ceremonies of the Philippine Travel Exchange 2020</p> <p>Location: Bellevue Hotel, Panglao, Bohol</p> <p>Date:</p> <p>Technical Dry Run</p> <p>Opening Ceremonies</p> <p>Closing Ceremonies</p> <p>SCOPE OF SERVICES:</p> <p>A. Live Telecast / Broadcast Services</p> <p>a. Provide and operate technical requirements for the coverage of the Opening and Closing ceremonies of the Philippine Travel Exchange in Panglao, Bohol</p> <p>Direct and design the camera setup fit for a broadcast and live feed</p> <p>c. Provide sufficient manpower to efficiently execute the live coverage of the event.</p> <p>d. Coordinate with the PHITEX platform provider for the connection of the live broadcast to the PHITEX participants.</p> <p>e. Work in close coordination with the Production Team for the shot and positioning requirements</p> <p>f. Work in close coordination with Hotel Venue and its IT team to ensure connectivity to the hotel TV system for the viewership of guests (Audio and Video)</p> <p>g. Provide the appropriate manpower for the quality execution of the live production, including but not limited to:</p> <p>i. Experienced cameraman / camera (5)</p>	1	250,000.00	250,000.00



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ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
		ii. Camera Director iii. Audio Technician iv. Lighting Operator v. Experienced Broadcast operator (social media and other digital platforms) vi. Drone Pilot vii. Video Playback h. Ensure the Live Streamed audio materials are communicated with the approval of FilsCap for the authorized streaming of audio materials. i. Ensure a clean and discreet cabling system so as not to disrupt the operations of the hotel and all its guests <b>B. Technical Requirements</b> a. 5 camera setup HD Video Coverage ✓ 2 Overhead Shots • Provision for connection of 2 cameras at the higher-level rooms of the venue • Provision for connection of participants selfie shots for establishing clips • Complete wiring and cabling connections and their accessories ✓ 2 On-Ground Stationary • Provision for 2 stationary cams on ground level for the tight and wide shots of performers, speakers, VIPS and guests. ✓ 1 Creative Camera • Provision for mobile camera with operator for creative shots of performers • Must be on wireless connection system			





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ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
		<ul style="list-style-type: none"> <li>✓ Live Drone Shots</li> <li>• Live drone shots</li> <li>* Ensure low light capabilities of cameras for the closing ceremonies*</li> <li>b. Camera Accessories</li> <li>✓ Stabilizers / Gimbals</li> <li>✓ Tripods</li> <li>✓ Complete Signal and Power Cables enough to reach proposed camera angles by the director</li> <li>✓ Flash / LED Lights</li> <li>✓ SDI-HD / HDMI Cables and Extenders</li> <li>✓ Wireless HDMI for Creative shots</li> <li>✓ SDI/HDMI/RJ45 Cable Converters</li> <li>c. Production Equipment</li> <li>✓ HD Video / Production Switchers</li> <li>✓ Video Capture Cards for streaming platforms</li> <li>✓ Streaming and Production Laptops</li> <li>✓ Program and Preview Monitors</li> <li>✓ Live Stream Audio Interface</li> <li>✓ Live Stream Computer via Licensed Software: Wirecast or Vmix with operator</li> <li>✓ Playback computer</li> <li>✓ Graphics computer</li> </ul>			



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ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
		d. Audio Support ✓ Audio Mixer for the proper broadcast Tv Program Mix ✓ Ensure High Definition audio quality output to the live and digital audience ✓ Monitor Speakers e. Lighting system ✓ Provide appropriate lighting support for the quality video output of the performances, speakers, VIPs and guests. f. Manpower Requirements, including but not limited to ✓ Cameraman (5) ✓ Camera Director ✓ Live Broadcast Playback ✓ Live Broadcast Technician ✓ Audio Technician ✓ Lighting Operator ✓ Experienced Drone Pilot ✓ Production Assistants			



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ITEM	UNIT	DESCRIPTION	QTY.	UNIT COST	AMOUNT
		C. OTHERS			
		a. Accommodation			
		b. Transfers			
		c. Meals			
		b. Cost of medical tests and other requirements for the execution of the tasks			
		X-X-X-X-X-X-X-X			
<b>TOTAL:</b>					<b>250,000.00</b>

(Total Amount in Words) **TWO HUNDRED FIFTY THOUSAND PESOS ONLY**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Conforme:

*[Signature]*  
**136 ACTIVE EVENTS EQUIPMENT RENTALS**  
 Signature over printed name of Supplier

**DEC 04 2020**

DATE

Very truly yours,

*[Signature]*  
**ATTY. ARTHUR C. YAP**  
 Governor  
 Authorized Official

Date Approved:

**DEC 03 2020**

Funds Available:

*[Signature]*  
**EUSTAQUIO A. SOCORIN**  
 Provincial Treasurer

Earmark Amount 1307  
250,000.00