

## TECHNICAL SPECIFICATION

**OFFICE : OFFICE OF THE UNDERSECRETARY FOR STRATEGIC COMMUNICATIONS AND RESEARCH (OUSCR)**

**PROJECT : Procurement of Production House for the Online Talk Show**  
**Project (December 2020 to March 2021)**

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**The service provider should meet the following technical specifications and requirements:**

1. Specifications for the production:

- Video Production proper
  - 2-3 DSLR Professional Cameras (full frame) –Full frame camera Lenses (L-Lens) – 70-200mm, 24-70mm, 50mm, 17-28mm
  - Audio set-up/ Lapel/Noise Reduction Equipment (Zoom noise reduction equipment)
  - Glider/Glide Cam
  - Slider
  - Light Set-up (LED for broadcast)
  - Drone
- Pre-production
  - Storyboard
  - Timeline
  - Script
- Post Production
  - Editing
  - Musical Scoring Kit
  - Color Grading
  - Lower thirds/Subtitle Graphics
  - Editors/Graphic Artists
  - Live Broadcast
  - Internet - minimum 500mbps

2. Be able to submit the following requirements:

- 2.1. Proof of valid PhilGEPS registration;
- 2.2. Current Mayor's Permit;
- 2.3. Omnibus Sworn Statement;
- 2.4. Current Income Tax Return

3. Service provider should be able to deliver the working production plan for two episodes, as well as a 30-second teaser for the show, on or before the 31st December 2020.

4. **Service provider agrees to shoot a total of five (five) episodes of the online talk show, which will be aired/broadcasted through various online platforms following the schedule below:**

<b>December 2020</b>	<b>-</b>	<b>Production Plan and Teaser</b>
<b>January 2021</b>	<b>-</b>	<b>Episodes 1 &amp; 2</b>
<b>February 2021</b>	<b>-</b>	<b>Episodes 3 &amp; 4</b>
<b>March 2021</b>	<b>-</b>	<b>Episode 5</b>

5. The quotation should indicate the **total price (inclusive of the applicable taxes)**.
6. Payment should be “**Send Bill**” arrangement; and
7. The Approved Budget for the Contract (ABC) is **THREE HUNDRED THOUSAND PESOS ONLY (PHP300,000.00)**

**Contact person & Details: Ms. Cheneen R. Capon / (02) 8834-4028/ 0917 701 7484/ [ouscr@dfa.gov.ph](mailto:ouscr@dfa.gov.ph) / [crc.ouscr@gmail.com](mailto:crc.ouscr@gmail.com)**

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**Note:**

1. Item 2 should be submitted along with the quotation. Quotation with incomplete documentary requirements will be considered **FAILED**.
2. Non-compliance of the interested service providers to above-stated technical specifications will automatically deem their submission as **FAILED**.

**CONFORME:**

**Name and Signature:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_