

SCAN HERE



PR-2023-1108-155131



Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
 Visca, Baybay City, Leyte

## PURCHASE REQUEST

PPMP No. : 48-4-1504-2023-10-0-18

PR No.: TF-2023-11-02694

Date: 11-08-2023

Dept./Office: **ViCARP**Category: **Professional Services**Section/End-User: **Tiffany P. Baguio**Project Title/Code: **ViCARP 1.28.6 - Fiesta**Funding Source: **Trust Fund**

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	<b>Video Shoot for FIESTA (Rootcrops Success Story)</b>	pcs	1	100,000.00		100,000.00

### Specification:

- Edited Video X 1pc with support graphics and with music
- : Dimensions: 1920 x 1080
- : Max TRT: 7-10 minutes
- : Licensed music - Artlist.io
- : Max no. of revisions: 2
- content, script, materials ? client
- Post Production/Editing
- : Initial draft: 5 working days (excluding Sunday) upon material completion
- : Revision turnaround time: 3 working days (excluding Sunday) upon receipt of comments
- : Manpower, Equipment ? 40,000.00
- Project Manager
- Director
- Onground Camera x 2
- Aerial Camera x 1
- Production Assist x 2
- Post Production Editor
- Motion Graphic Artist
- : Talent ? 60,000.00

ncam, VO support

: Ruben Gonzaga (Personality/ Oncam Host, Agriculture Advocate)

**TOTAL**

**100,000.00**

Purpose: Video Shoot for FIESTA (Rootcrops Success Story)

Checked by:

**ELIZABETH S. QUEVEDO**

Funds Available:

**NICK FREDDY R. BELLO**

TWG - Professional Services

HEAD, ACCOUNTING OFFICE

Signature:

Printed Name:

Designation:

Requested by:

**TIFANNY P. BAGUIO**

END USER

Noted by:

**ELMERA Y. BAÑOC**

UNIT HEAD, PROJECT LEADER

Approved by:

**EDGARDO E. TULIN**

OIC- PRESIDENT, VSU