



Republic of the Philippines  
 DEPARTMENT OF AGRICULTURE  
**AGRICULTURAL TRAINING INSTITUTE**  
 ATI Building, Elliptical Road, Cainta, Rizal, Metro Manila 1109  
 Tel. Nos. (02-2) 8024-8041 to 49 & 8020-7207 Fax No. (02-2) 8020-7292  
 Email: ati\_director@ati.dia.gov.ph & ati\_director@yahoo.com  
 URL: http://www.ati.dia.gov.ph, www.ati-station.gov.ph

**PURCHASE ORDER**

SUPPLIER: **LA OVAY STUDIO** P.O. No.: 2021-09-155  
 ADDRESS: **Fundado St. Pili, Camarines Sur** DATE: Sept. 7, 2021  
 TIN: 290-940-202-000 MODE OF PROCUREMENT: NP-SMALL VALUE PROCUREMENT  
 Gentlemen:

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

| STOCK NO. | UNIT | DESCRIPTION  | QTY | UNIT COST | TOTAL COST   | Delivery Terms: 90 WORKING DAYS<br>Payment Term: LLDAP |
|-----------|------|--|-----|-----------|--------------|--|
|           |      | <b>50 AGRITALK VIDEOS</b><br>Specifications:<br>Pre-production:<br>- Scripts and storyboards must be presented and approved by ATI-ISO<br>- Winning bidder's production crew must be fully vaccinated as the production will involve travelling<br>- Filming locations are at identified sites in Region III and 4A<br>- Food and accommodation will be shouldered by ATI during travel/location shoot<br>- <b>Video contents/topics are the following:</b><br>farmer, extension worker, fisherman beekeeping, tilapia farming, rabbits, calamansi production, free range chicken sili processing, swine production, organic hog production, small ruminants, microgreens, herbs, and coffee production<br>Production:<br>- Clips must be shot in semi-documentary style<br>Post-production<br>- with motion graphics (on OBB and content)<br>- motion graphic colors must be similar to that of ATI Logo<br>- OBB must be 30 sec. or less in length<br>- 1.5 - 2 minutes length<br>- rendered with 16:9, 1920x1080p resolution on h.264 codec, .mp4 format<br>- voice-over-text (on 1-2 videos only)<br>- with original BGM<br>- videos must have teal and blue color grade<br>- must have contact info of ATI on extros<br>- extro should be in motion gfx format<br>- two (2) revisions before submission of final copies<br>- with video thumbnails, 1920x1080 px, jpg or png<br>- output must be less than 500 MB each<br>Note:<br>Supplier must have prior experience in production and development of agriculture related videos and materials<br>Purpose:<br>Promote different agricultural technologies & methods, and ATI programs, functions and operations | 50  |           | P 780,000.00 |  |

**TOTAL AMOUNT IN WORDS:** SEVEN HUNDRED EIGHTY THOUSAND PESOS ONLY P 780,000.00

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

COMFORME: *[Signature]* Very truly yours/  
 Signature Over Printed Name of Supplier: **ROSANA P. MUJA, PHD**  
 PIC, DIRECTOR IV  
 Date: **SEPTEMBER 23, 2021**

FUNDS AVAILABLE: *[Signature]* **JOAN E. SINGSON**  
 CHIEF ACCOUNTANT  
 OR/BUR No.: 2021-09-982  
 Amount: P 780,000.00

