



PURCHASE REQUEST
 Philippine Retirement Authority
 29 F. Citibank Tower Paseo de Roxas, Makati City



Department: MARKETING DEPARTMENT

PR No.: AP-02-22-016

Date: Feb 22, 2022

Division/Unit: ADS & PROMO DIVISION

SAI No.: _____

Date: _____

ALOBS No.: _____

Date: _____

Quantity	Unit of Issue	Particular/Item Description	Stock No.	Estimated Unit Cost	Estimated Cost
1	Lot	Procurement of Audio-Visual Presentation Media Company that would provide AVP Package including the following: Four(4) to seven(7) minutes AVP with subtitles of various languages (Simplified Chinese, Traditional Chinese, Japanese, German and Korean) 1 min., 30 sec., and 15 sec. pullouts for social media upload with subtitles. Terms of Payment 1st tranche-20% upon submission of concept and approval of script 2nd tranche-upon submission of 1st video draft 3rd tranche-upon acceptance of final video output Detailed Production calendar maximum of 4 months. <p align="center">***nothing follows***</p>	1	1,300,000.00	1,300,000.00
					Php 1,300,000.00

APP Code 3.2 (COMPETITIVE BIDDING)

Purpose: OFFICIAL/CONTINUOUS ENHANCEMENT AND DEVELOPMENT OF MARKETING MATERIALS AND TOOLS

Requested by:
ANNIE MARIE T. ORTEGA
 DC -III, ADS AND PROMO DIVISION

Approved By:
NOEHL D. BAUTISTA
 DM III - MARKETING

FUNDS CERTIFIED AVAILABLE

Date: 3/3/2022
 Cert No. CAFA 22-029

Approved Budget:
 Php

Utilization:
 Php

Funds Available:
 Php

Certified by:
LINA E. ANTATICO
 FINANCIAL ANALYST III

Noted by:
REMEGIO P. ABAIGAR
 DIVISION CHIEF