



Republic of the Philippines
ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
 La Paz, Iloilo City

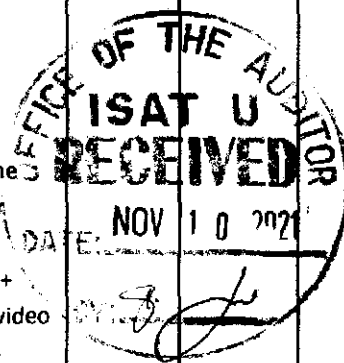
Department:	BIDS AND AWARDS COMMITTEE
Document Code:	QF-BAC-12
Rev. No.:	02
Effective Date:	April 1, 2018

JOB ORDER

DOC # 41505

Name of Supplier: **MOZAIC PHOTO & VIDEO** J.O. No.: **2021-10-182**
 Address: **Fatima Village, Brgy. Tagbac, Jaro, Iloilo City** Date: **October 20, 2021**
 TIN: **493-500-358-000** Mode of Procurement: **Small Value Procurement**
 Gentlemen:
 Please excute/carry out the following job/project subject to the terms and conditions contained herein:
 Project Title: **Virtual Commencement Exercise** Contract Duration: **30 Calendar Days Upon Receipt of Job Order**
 Location: **Burgos St. Lapaz, Iloilo City** Payment Term: **Charge**

Item No.	Job/Work Category	Description	Quantity	Unit	Unit Cost	Total Cost
1	Video Record / Shoot	*1 day Video shoot record with videographers. Use of professional video equipment in full high definition resolution *2 Audio Record *1 day audio recording (speech, voice over and other recording related materials. *Use of professional audio equipment in full definition resolution *3 Virtual graduation ceremony editing output *2-3 Full time editor for the whole duration of the editing days (Will delegate editor per campus for more efficient video output) *550 (more or less) graduates students inputs, 2+ hours final video output. Separate rendering of video file output per campus, college courses & others *30-50 seperated video files in USB *Graduation video teaser (3 seconds-1 minute) and intro video (2 minutes) storyline *1 terabyte External Hard Disk Drive for Storage of all finished and raw materials	1	lot	44,000.00	44,000.00
2	Minimal Revision of ISAT U National Anthem	*1 Video Record & Aerial Drone Shoot *2 Shooting Days *2 Videographers, 1 Aerial Drone Pilot *1 Assistant for the productions shoot. Use of professional video equipment in full high definition resolution, 5 Location Campuses (Lapaz, Leon, Miag-ao, Btac. Nuevo and Dumangas) *1-2 Minutes Cinematic Video Output	1	lot	15,000.00	15,000.00
					Sub-Total	59,000.00



Page 1 of 2

Total Amount in Words:

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

CONFORME:

Very truly yours,

Jalardon
MOZAIC PHOTO & VIDEO
 Supplier
NOV 10, 2021
 Date

Gabriel M. Salistre, Jr.
GABRIEL M. SALISTRE, JR., D.I.T.
 VP for Administration & Finance
NOV 04 2021

Funds Available:

Checked and Verified by:

Jessica M. Genzola
JESSICA M. GENZOLA
 Accountant IV
NOV 04, 2021
 Date

Maria Celina C. Samis
MARIA CELINA C. SAMIS
 AOV / Supply Officer
11-10-2021
 Date

Amount: **69,000.00**
 ALOBS No.: **10/ 2021-10-115**

5-02-11-990