



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7452431
Procuring Entity NATIONAL BOOK DEVELOPMENT BOARD
Title Provision of Editorial Services for Annual Report 2020 and Writing Journal 2021
Area of Delivery Metro Manila

Solicitation Number:	JR No. 2021 017	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Editorial, Design, Graphic and Fine Art Services		
Approved Budget for the Contract:	PHP 50,000.00	Document Request List	0
Delivery Period:	90 Day/s		
Client Agency:		Date Published	05/02/2021
Contact Person:	Jayson B. Ramos Administrative Officer V 3rd & 4th Flr., Regalado Hive Bldg., Regalado Ave. Fairview, Quezon City Quezon City Metro Manila Philippines 63-02-5706198 jbramos9184@nbdb.gov.ph	Last Updated / Time	04/02/2021 16:47 PM
		Closing Date / Time	12/02/2021 14:00 PM

Description

1 LOT Editorial Services for Annual Report 2020 and Writing Journal 2021

Scope of Work:

- Conceptualize, write and edit articles and contents for the NBDB Annual Report 2020 and NBDB Writing Journal 2021
- Solicit contents from other writers and resource persons for the Annual Report and Writing Journal
- Ensure that all contents are submitted to NBDB on time
- Provide creative direction to the graphic and layout artist
- Coordinate closely with other members of the publication team (contributors, web administrator, and NBDB secretariat)
- Directly report to the NBDB secretariat the progress and status of the publication from conceptualization to actual production/publication; and
- Ensure that publication process timeline is followed and that the target release date of the issue is strictly met.

Duration of Work: February to April 2021

Those interested must submit their:

- 1) Letter of intent with proposed costing,
- 2) Curriculum vitae,
- 3) Portfolio of work, and
- 4) Copy of PhilGEPS registration

TOTAL APPROVED BUDGET/ PROFESSIONAL FEE: P50,000.00

Notes:

- Payment should be in government terms
- Payment is bank-to-bank preferably Landbank. Otherwise interbank charges will apply.

Other Information

You may email your quotation and/or concern at ajrbalisi@nbdb.gov.ph. Contact person is Mr. Anthony John R. Balisi (Director I).

Created by Jayson B. Ramos

Date Created 04/02/2021

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