

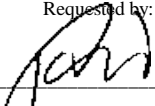

JOB REQUEST

Entity Name: NATIONAL BOOK DEVELOPMENT BOARD Fund Cluster : 01

Office/Section : ITIRD		JR No. : 2021-042		Date: June 3, 2021	
		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Lot	NBDB Website Review and Redesign	1		
		SCOPE OF WORK:			
		Web Design Strategy:			
		- Site map review and recommendation			
		- Strategic Concept Development			
		- Preparation of strategy decks			
		Web Site Design and Development:			
		- Art direction for user interface design			
		(maximum of 6 landing pages)			
		- Mobile ready			
		- Image optimization for faster downloads			
		- Maximum of 20 web pages			
		- Java script optimization if applicable			
		Approved Budget: PhP600,000.00			
		Supplier Qualifications:			
		1. Must have a vast background in the graphics design business including multi-disciplinary design work on branding, multimedia design and website development.			
		2. Experienced in motion graphics and video creation.			
		3. Must have its own proficient website development team and has a minimum experience of 10 years in website development.			
		4. Must have worked with Filipino Government Agencies that are under the Creative Sector			
		2. Must have experience in the Creative Industry			
		3. Must understand Filipino design			
		4. Must have worked with Local Filipino Brands			
		Terms:			
		1. Place of delivery: NBDB Office, Quezon City			
		2. Delivery period: All Deliverables shall be submitted based on the agreed dates by NBDB and winning supplier.			

		Reminders: 1. Submit a copy of your updated/valid PhilGEPS registration together with your quotation 2. Submit a copy of active NBDB Certificate of Registration 2. Please indicate in your quotation the terms of payment, warranty, price validity, and TIN 3. Payment should be in accordance with government terms (gross amount, send bill) . 4. Payment is bank-to-bank, preferably Landbank. Otherwise, interbank charges will be shouldered by the supplier. 5. Supplier shall issue original official receipt upon confirmation of payment from the NBDB 6. Deadline for submission of quotations: 9 June 2021 (Wednesday) at 11:00 AM. You may email your quotation at dacio@nbdb.gov.ph.			

Purpose: _____
NBDB website review and redesign.

	Requested by:	Approved by:
Signature :		
Printed Name :	RHONNELL DC. DACIO	CHARISSE AQUINO-TUGADE
Designation :	Project Development Officer IV	Executive Director III