

PRODUCTION & CREATIVE SERVICES COST ESTIMATE



CLIENT : NUTRIASIA, INC.
 BRAND : Datu Puti
 PROJECT: : Datu Puti Mukhasim Nation GWR Event Mounting
 CE. NO. : NUTRIASIA-DATU-PUTI-2020-0089
 DATE : 18 December 2020

16/F Two World Square
 McKinley Hill, The Fort
 Taguig City, Philippines
 Tel.: 8856-7888
 Fax: 8856-9316



	SERVICE	NET	VAT	COST IN PHP
I	<p>ONLINE EVENT MANAGEMENT</p> <p>1 hour online event with FB live broadcast Maximum of 250 event participants Inclusions:</p> <p>*Day-to-day coordination *Creation of back end platforms *Preparation of technical materials</p> <p>*Monitoring of attendees and participation *Overall management and conduct of the event with the production team</p> <p>*Preparation, briefing, and assistance for technical aspects/back end</p> <p>*Preparation of event report</p> <p>NOTE: Hosts, KOLs, and Facilitators must provide their own laptops and lapel microphones</p> <p>VENUE FOR PRODUCTION SETUP</p> <p>Venue c/o client. Must have high-speed internet connection</p> <p>NOTE: Agency will turnover the following reports to client</p> <p>1. Official list of participants</p> <p>2. Full video recording of event including the breakout rooms</p> <p>3. Post-mortem report</p>	154,691.25		154,691.25
II	<p>MANPOWER</p> <p>*One (1) Producer</p> <p>*One (1) Event Director</p> <p>*One (1) Technical Director</p> <p>*One (1) Production Manager *Registration/Event</p> <p>Manpower composed of:</p> <p>One (1) Team Lead</p> <p>One (1) Team Coordinator One (1) Team Assistant</p> <p>*Six (6) Recorders</p> <p>*Event Production Team composed of:</p> <p>Cameraman</p> <p>PA for Set up of green screen</p> <p>Equipment (lights, camera, switchboard, etc.)</p>	308,700.00		308,700.00

III	CREATIVES	21,000.00		21,000.00
	*Creative materials translation from the KV design Virtual Backgrounds, Stills, Supers & PPT			
IV	HEALTH PROTOCOLS	128,625.00		128,625.00
	*PPE and Rapid Test Requirements for Host, Client, Facilitators, Recorders, Agency, and Production Team *Provision for a total of 35 pax			
V	ALLOWANCES	59,062.50		59,062.50
	*Fund for meals, communication, transportation and contingency			
VI	CONTINGENCY FUND	52,500.00		52,500.00
	*For unforeseen expenses, subject to liquidation			
VII	ZOOM SUBSCRIPTION	4,200.00		4,200.00
	*Use of agency subscriptions for 1 event *Zoom Platform with the ff features: A. Polling - allows to create single or multiple choice polling questions for meetings. B. Q&A - feature is available for Webinars. Attendees can ask questions while hosts, co-hosts will be able to answer in real-time. *Pro Subscription *Can accommodate a maximum of 500 participants			
VIII	TRIBAL PROJECT MANAGEMENT FEE	100,000.00		100,000.00
	Agency will turnover the following reports to client: 1. Official list of participants 2. Full video recording of event including the breakout rooms 3. Post-mortem report			
IX	RIPPLE8: AGENCY SERVICE FEE	87,453.45	0.00	87,453.45
	On items number I, II, III, IV, V, VI, VII			
IX	ADVANCING FEE	109,316.81	0.00	109,316.81
	On items number I, II, III, IV, V, VI, VII			
	SUB TOTAL	1,025,549.01	0.00	1,025,549.01
	12% VAT			123,065.88
	GRAND TOTAL	1,025,549.01	0.00	1,148,614.89

TERMS :

100% full payment within 60 days upon receipt of official invoice with accompanying liquidation/reimbursement report and acceptable proofs of purchases and payments only if applicable.

Note: Penalty charges of 2% will be added per month on the unpaid amount, until fully paid. The Service Provider reserves the right to suspend work in case the delay last more than forty-five (45 days) after the due date.

SUBMITTED BY:  Bea Co Senior Account Manager	VERIFIED BY:  Jinky Salac Finance Manager
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NOTED BY: 

Reg Cabanban
Managing Partner

APPROVED BY:

Debbie Reyes 

APPROVED BY:

Mario Mendoza 

APPROVED BY:

Ampy Rio