



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN



BIDS AND AWARDS COMMITTEE

BAC RESOLUTION NO. 2025-022

**RESOLUTION RECOMMENDING, AD REFERENDUM, THE AWARD OF CONTRACT
THROUGH GPPB RESOLUTION NO. 28-2017 TO 034 PRODUCTIONS INC. FOR THE
PROCUREMENT FOR PHOTO AND VIDEO SERVICES FOR THE PHILIPPINE
EMBASSY HOLIDAY EVENTS**

WHEREAS, the Embassy of the Republic of the Philippines in Tokyo, Japan (Embassy), shall host a concert and a series of special events for the 2025 holidays: a) Philippine Festival Tokyo 2025 on 29 and 30 November 2025, b) 60th Anniversary of the Manila-Yokohama Sister City Relations on 01 December 2025, c) Christmas Around the World on 1 December 2025, and d) Philippine Christmas Concert 2025 on 2 December 2025;

WHEREAS, the Embassy requires the services of a qualified photo and video company capable of professionally capturing photos and video footage of the holiday events;

WHEREAS, the procurement for photo and video services for the Philippine Embassy holiday events, with an Approved Budget for the Contract (ABC) of **Five Hundred Twenty-Three Thousand Japanese Yen (JPY523,000.00)** is included in Post's Supplemental Procurement Plan for Fiscal Year 2025, chargeable against the Embassy's General Fund – Representation Expenses;

WHEREAS, under the *"Guidelines for the Procurement of Goods and Services, Infrastructure Projects, and Consulting Services to be Procured and Performed Overseas,"* as approved under GPPB Resolution No. 28-2017 dated 31 July 2017, the procurement of any goods, services, infrastructure or consultancy project, regardless of amount, can be conducted by sending out Requests for Quotations (RFQ) to at least three (3) suppliers, contractors or consultants of known qualifications, and receipt of one (1) quotation would be sufficient to recommend award of the project;

WHEREAS, under the same Guidelines, Foreign Service Posts are no longer required to post their procurement activities on the PhilGEPS website until the corresponding facility has become available through the PhilGEPS Modernization Project, and the requirement of advertisement of procurement projects through newspapers have been dispensed with, as well as documentary requirements are relaxed to take into consideration the usual trade and business practices of the host country;

WHEREAS, for the procurement for photo and video services for the Philippine Embassy holiday events, the Philippine Embassy requested quotations from reputable photo and video companies / service providers, namely 034 Productions Inc., Takakura Daisuke and Pixelposh Project Photography and Events;

WHEREAS, based on the Abstract of Quotations submitted to the Bids and Awards Committee, **034 Productions Inc. submitted the single calculated responsive bid** in the amount of **Five Hundred Twenty-Three Thousand Japanese Yen (JPY523,000.00)**. Takakura Daisuke failed to respond within the time limit set in the Request for Quotations (14 November 2025), while the Pixelposh Project Photography and Events failed to meet the terms of the project as it could only send one videographer instead of two;

WHEREAS, the BAC conducted inquiries on the submission of 034 Productions Inc. and found the company's quotation to be responsive to the Request for Quotation, and found the company to be technically, legally and financially capable;

NOW, THEREFORE, in light of the foregoing considerations, WE, the Members of the Bids and Awards Committee, hereby **RESOLVE** to **RECOMMEND** to the Head of the Procuring Entity (HOPE) of the Philippine Embassy in Tokyo, Japan, to award the contract for the procurement for photo and video services for the Philippine Embassy holiday events, to the **034 Productions Inc.** for the total amount of **Five Hundred Twenty-Three Thousand Japanese Yen (JPY523,000.00)**, including taxes and other lawful charges.

Adopted this 19th day of November 2025 in Tokyo, Japan.


CHRISTIAN L. DE JESUS
Chairperson


MARY JOY B. RAMIREZ
Vice Chairperson


FATIMA G. QUINTIN
Member


ALVIN C. MALASIG
Member


DARELL ANN R. ARTATES
Member

Approved:


MYLENE J. GARCIA-ALBANO
Ambassador

Head of the Procuring Entity

Date Approved: 19 November 2025

NOW, THEREFORE, in light of the foregoing considerations, WE, the Members of the Bids and Awards Committee, hereby RESOLVE to RECOMMEND to the Head of the Procuring Entity (HOPE) of the Philippine Embassy in Tokyo, Japan, to award the contract for the procurement for photo and video services for the Philippine Embassy holiday events, to the **034 Productions Inc.** for the total amount of **Five Hundred Twenty-Three Thousand Japanese Yen (JPY523,000.00)**, including taxes and other lawful charges.

Adopted this 19th day of November 2025 in Tokyo, Japan.


CHRISTIAN L. DE JESUS
Chairperson

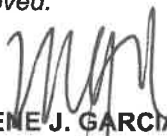

MARY JOY B. RAMIREZ
Vice Chairperson


FATIMA S. QUINTIN
Member


ALVIN C. MALASIG
Member


DARELL ANN R. ARTATES
Member

Approved:


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity
Date Approved: 19 November 2025

NAME	INITIALS
Vice Consul MIA Rulloda BAC-Secretariat, Head	
CO JC Disomimba BAC Secretariat, Member	
PO MKCP Garcia BAC Secretariat, Member	
LO JR San Jose BAC Secretariat, Member	



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN



NOTICE OF AWARD

Date: 21 November 2025

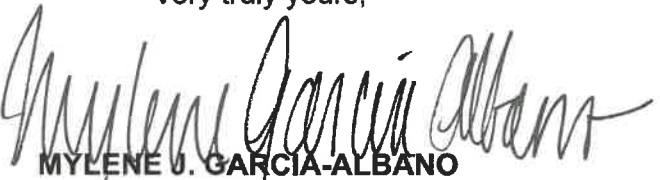
Sir:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Philippine Embassy in Tokyo, Japan, as contained in its Resolution No. 2025-022 dated 19 November 2025, the Philippine Embassy in Tokyo is awarding the following procurement to the **034 Productions Inc.**:

Product/Service	Total Cost (inclusive of taxes and other lawful charges)
Procurement for photo and video services for the Philippine Embassy holiday events	Five Hundred Twenty-Three Thousand Japanese Yen (JPY523,000.00)

Implementation of the above is subject to existing accounting and auditing requirements and the signing of a contract.

Very truly yours,


MYLENE U. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Mr. Sho Ikushima
President
034 Productions Inc.
Tokyo, Japan

NOTICE OF AWARD

Date: 21 November 2025

Sir:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the Philippine Embassy in Tokyo, Japan, as contained in its Resolution No. 2025-022 dated 19 November 2025, the Philippine Embassy in Tokyo is awarding the following procurement to the **034 Productions Inc.:**

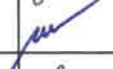
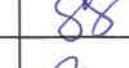
Product/Service	Total Cost (inclusive of taxes and other lawful charges)
Procurement for photo and video services for the Philippine Embassy holiday events	Five Hundred Twenty-Three Thousand Japanese Yen (JPY523,000.00)

Implementation of the above is subject to existing accounting and auditing requirements and the signing of a contract.

Very truly yours,


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Mr. Sho Ikushima
President
034 Productions Inc.
Tokyo, Japan

NAME	INITIALS
DCM CL De Jesus BAC Chairperson	
CG MJB Ramirez BAC Vice Chairperson	
Consul FG Quintin BAC Member	
Consul AC Malasig BAC Member	
Consul DAR Artates BAC Member	
Vice Consul and AO MIA Rulloda BAC Secretariat Head	
CO JC Disomimba BAC Secretariat, Member	
PO MKCP Garcia BAC Secretariat, Member	
LO JR San Jose BAC Secretariat, Member	



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
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TOKYO, JAPAN



24 November 2025

Mr. Sho Ikushima
President / Producer
034 Productions Inc.

Letter of Agreement

Dear **Mr. Ikushima**,

Mabuhay from the Embassy of the Republic of the Philippines in Tokyo, Japan (Tokyo PE)!

We wish to avail the services of 034 Productions Inc. for the photo and video coverage for the Embassy's Christmas Events from 30 November to 02 December 2025. We welcome your proposal and quotation for your services as submitted to Tokyo PE.

In view of the foregoing, the Tokyo PE commits to support this project and shall:

- Provide a maximum amount of **Five Hundred Twenty Three Thousand Japanese Yen (JPY523,000)** only for services to be provided during the event;
- Directly release the full amount to Mr. Ikushima within 15 working days after the Embassy's receipt of the original invoice for the services rendered. This is subject to the supplier's fulfillment of the conditions stated below; and
- Cover for all applicable bank charges and wire transfer fees, if any. Bank charges and transfer fees will not be deducted from the total amount of budget stipulated in this Agreement. Tokyo PE will send a proof of deposit/remittance of the payment to the supplier (if bank transfer will be used as a method for payment).

The 034 Productions Inc. represented by Mr. Ikushima, shall provide the following deliverables / services:

- Photography and videography coverage for the following Christmas events from 30 November to 02 December 2025:
 - Philippine Festival Opening Ceremony at Yoyogi Park, Shibuya, 29 November 2025
 - UST Singers Performance at Yoyogi Park, 30 November 2025;
 - UST Singers Performance at Osanbashi Pier, Yokohama, Kanagawa, 01 December 2025
 - Thank You Event for the Christmas Around the World Event, Yokohama Yamate Kei yokan, Kanagawa, 01 December 2025; and
 - Philippine Christmas Concert at Akasaka Civic Center, 02 December 2025
- Send two (2) videographers and one (1) photographer for the event and/or one (1) English speaking coordinator and /or additional staff as needed;
- To handle the filming, editing and composition;
- Coordination with Tokyo PE in preparation for the event;
- Submit raw copies of videos and photos to Tokyo PE in a USB flash drive;
- Submit the edited photos and video coverage to Tokyo PE within 15 working days, and ensure that these copies are properly labelled; and
- For processing of payment, submit the following information and documents to Tokyo PE within 15 working days after implementation of activity:
 - a. Copy of company registration;
 - b. Provide bank details necessary for remittance (if bank transfer will be used as method for payment);
 - c. Original Invoice; and
 - d. Signed Letter of Agreement.
- Send an acknowledgement receipt of payment signed by Mr. Ikushima

In the event of your unjustified failure to complete or fully implement the Project in accordance with the terms and conditions stipulated in this Agreement, the Tokyo PE may forfeit and terminate this Agreement.

Neither party shall be liable for any failure arising out of compliance with any law, ordinance, regulation, ruling, order or other governmental action arising out of acts of God, fire, flood, war, insurrections, sabotage, accidents, or any other similar circumstance beyond the reasonable control of the party whose performance is affected.

Should you be amenable with the abovementioned terms, please affix your signature below.

Thank you.

Very truly yours,



MYLENE J. GARCIA-ALBANO
Ambassador

Conforme:



Mr. SHO IKUSHIMA
President / Producer, 034 Productions Inc.

In the event of your unjustified failure to complete or fully implement the Project in accordance with the terms and conditions stipulated in this Agreement, the Tokyo PE may forfeit and terminate this Agreement.

Neither party shall be liable for any failure arising out of compliance with any law, ordinance, regulation, ruling, order or other governmental action arising out of acts of God, fire, flood, war, insurrections, sabotage, accidents, or any other similar circumstance beyond the reasonable control of the party whose performance is affected.

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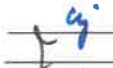
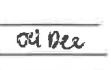
Thank you.

Very truly yours,

Conforme:


MYLENE J. GARCIA-ALBANO
Ambassador

Mr. SHO IKUSHIMA
President / Producer, 034 Productions Inc.

	Initials	Date
DCM		
CD Officer		
BAC		
CD Staff		



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
フィリピン 共和国 大使館
TOKYO, JAPAN



NOTICE TO PROCEED

Date: 26 November 2025

Sir:

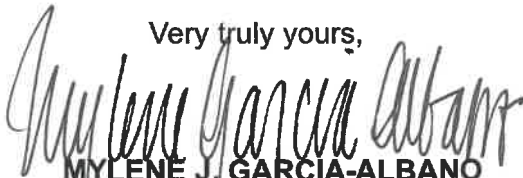
Please be informed that pursuant to the Notice of Award dated 21 November 2025 issued by the Philippine Embassy in Tokyo, 034 Productions Inc. is hereby engaged to provide photo and video services for the Philippine Embassy holiday events, for the following service period:

- a) Philippine Festival Tokyo 2025 on 29 and 30 November 2025;
- b) 60th Anniversary of the Manila-Yokohama Sister City Relations on 01 December 2025;
- c) Christmas Around the World on 1 December 2025; and
- d) Philippine Christmas Concert 2025 on 2 December 2025;

for the total amount of **Five Hundred Twenty-Three Thousand Japanese Yen (JPY523,000.00)**, inclusive of taxes and other lawful charges.

This Notice is being issued in accordance with the requirements of Republic Act No. 12009 or the "New Government Procurement Act".

Very truly yours,


MYLENE J. GARCIA-ALBANO
Ambassador
Head of the Procuring Entity

Mr. Sho Ikushima
President
034 Productions Inc.
Tokyo, Japan

NOTICE TO PROCEED

Date: 26 November 2025

Sir:

Please be informed that pursuant to the Notice of Award dated 21 November 2025 issued by the Philippine Embassy in Tokyo, 034 Productions Inc. is hereby engaged to provide photo and video services for the Philippine Embassy holiday events, for the following service period:

- a) Philippine Festival Tokyo 2025 on 29 and 30 November 2025;
- b) 60th Anniversary of the Manila-Yokohama Sister City Relations on 01 December 2025;
- c) Christmas Around the World on 1 December 2025; and
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Very truly yours,



MYLENE J. GARCIA-ALBANO

Ambassador

Head of the Procuring Entity

Mr. Sho Ikushima
President
034 Productions Inc.
Tokyo, Japan

NAME	INITIALS
DCM CL De Jesus BAC Chairperson	ly
CG MJB Ramirez BAC Vice Chairperson	mr
Consul FG Quintin BAC Member	f
Consul AC Malasig BAC Member	am
Consul DAR Artates BAC Member	ar
Vice Consul and AO MIA Rulloda BAC Secretariat Head	h
CO JC Disomimba BAC Secretariat, Member	S
PO MKCP Garcia BAC Secretariat, Member	g
LO JR San Jose BAC Secretariat, Member	ji