

Section VI. Schedule of Requirements

The delivery schedule expressed as calendar days stipulates hereafter a delivery date which is the date of delivery to the project site.

Procurement of Media Monitoring and social media Listening Tools		
Item No.	Description	Delivery Schedule
1	Procurement of Media Monitoring and social media Listening Tools [Procurement/Contract No. 2024-05-081]	Shall commence not later than fourteen (14) business days upon receipt of Notice to Proceed.

Conforme:

Full Name and Signature of : _____
 Bidder/Authorized Rep : _____
 Designation : _____
 Name of Company : _____

Section VII. Technical Specifications

Bidders must state “**Comply**” in the column “**Statement of Compliance**” against each of the individual parameters of each “Specifications.”

Procurement of Media Monitoring and Social Media Listening Tools		
No.	Description	Statement of Compliance
	<p>Technical Specifications:</p> <ul style="list-style-type: none"> Timeline: Shall run for a period of twelve (12) months or three sixty-five (365) calendar days including weekends and holidays <p>Up to five (5) users</p>	
	<p>Services needed:</p> <p>I. Monitoring Capabilities:</p> <ul style="list-style-type: none"> Comprehensive coverage of multiple social media platforms (e.g., Facebook, Twitter, Instagram, YouTube, and TikTok) Real-time monitoring keywords, hashtags, and mentions. Support for advanced queries and Boolean operators. Ability to monitor blogs, new sites, and forums. 	
	<p>II. Language Support: Detection and analysis of various languages, particularly Filipino and English, given the local context.</p>	
	<p>III. Analytics and Insights:</p> <ul style="list-style-type: none"> - Sentiments analysis (positive, neutral, negative) - Trend identification and alerts for emerging issues. - Audience demographic and influencer identification. - Topic clustering and data visualization. 	
	<p>IV. Security and Compliance:</p> <ul style="list-style-type: none"> - Robust data security features, encryption, and compliance with government data privacy guidelines. - Role-based access control for user management. 	
	<p>V. Support and Training:</p> <ul style="list-style-type: none"> - Comprehensive user training and onboarding. - 27/7 customer support and a knowledge base. - Regular software updates 	
	<p>VI. Print Media Monitoring:</p> <ul style="list-style-type: none"> - Coverage of major national and local newspaper and magazines. - Monitoring of digital versions of print publications. - Optical Character Recognition (OCR) for PDF or scanned content. - Advanced search capabilities for headlines and body content. 	
	<p>VII. Broadcast Media Monitoring:</p> <ul style="list-style-type: none"> - Coverage of TV and radio stations (national and regional). 	

	<ul style="list-style-type: none"> - Automated transcription of broadcast content for searchability - Real-time alerts and reports on key topics, programs, or segments. - Support for downloading, clipping, and archiving. 	
	<p>VIII. Combined Media Analytics:</p> <ul style="list-style-type: none"> - Unified dashboards for analyzing social, print, and broadcast media data. - Cross-media sentiment analysis and trend identification. - Ability to correlate data across different media types. 	
	<p>Other Requirement/s:</p> <ul style="list-style-type: none"> • The supplier must have three (3) years of experience in the industry. • Payment will be made every three (3) months • The onboarding process for the monitoring tool should be outlined and incorporated into the contractual agreement for every new hire. • Inclusive of free 24/7 direct contact to Technical Support. • The onboarding process for the monitoring tool should be outlined and incorporated into the contractual agreement for every new hire. 	
	<p>General Condition of the Contract</p> <ul style="list-style-type: none"> • The supplier must ensure that the items/ services provided have undergone rigorous inspection to ensure delivery shall be hassle free • The supplier shall deliver the product on or before the specified delivery date/s to avoid incurring liquidated damages for late delivery of services/goods. • Final or additional requirements and instructions shall be determined by the representative End User Unit. • Inclusive of all costs and applicable tax (i.e., bank charges, VAT, other charges, energy fee, consultants fee, agency fee, etc.) • No down payment. Payment will be on a SEND BILL ARRANGEMENT, i.e., full payment will be made after the completion of delivery of the service/product. 	

Conforme:

Full Name and Signature of Bidder/Authorized Rep : _____
 Designation : _____
 Name of Company : _____