



Department of Agriculture
Special Area for Agricultural
Development Program
DA New Building, Elliptical Road,
Quezon City, Philippines

April 3, 2021

MEMORANDUM

FOR : SALVADOR D. DIPUTADO, DA-RFO 7 Regional Executive Director

ATTN : SAAD Focal Person

FROM : DIRECTOR, Special Area for Agricultural Development (SAAD) Program

SUBJECT : Request for Printing of SAAD National Program Management Office's (NPMO) Publications

The Special Area for Agricultural Development (SAAD) NPMO would like to request for the printing of three publications (Table 1) with an estimate amount of Php 340,000.

Table 1. SAAD Publications for Printing

Title	Purpose
1. The Adherence: 2019 Underlying Activities of SAAD: A Compendium	These are annual compendium of the program's press releases and feature articles. It serves as a story journal of SAAD on the progress of the livelihood projects, stories of the beneficiaries, and efforts of the implementers.
2. The Deliverance: 2018 SAAD News Compendium	
3. The Beginning: 2017 SAAD News Compendium	The structure it creates features micro and grassroots perspectives of the program implementation.

The publications are essential and science-based documents which are for the benefit of the poor farmers and fishers. Further, the publications will back up the possible extension of the program from 2023 to 2028. With the extension, SAAD hopes to cover more beneficiaries.

Please see Annex A for the terms of references. The cost of the publications is subject for change based on the quotation of the nearby suppliers.

Hoping for your favorable response.

Thank you.


MYER G. MULA, PhD
SAAD Program Director



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Annex A. SAAD Publications' Terms of References

Item Description	Quantity	Unit Cost (Php)	Total Cost (Php)
The Adherence: 2019 Underlying Activities of SAAD: A Compendium			
<p>SPECIFICATIONS:</p> <p>Size: 22" width x 9" height (spread) 11" width x 9" height (folded)</p> <p>Materials: 220 gsm (cover) 120 gsm (inner)</p> <p>Color: Full Color</p> <p>Finishing: Glossy UV laminated Softbound 0.125 inches (bleed) 4mm (spine width)</p> <p>Pages: 66 pages including covers</p> <p>Process: Offset printing</p>	200 copies	500	100,000



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Item Description	Quantity	Unit Cost (Php)	Total Cost (Php)
The Deliverance: 2018 SAAD News Compendium			
<p>SPECIFICATIONS:</p> <p>Size: 22" width x 9" height (spread) 11" width x 9" height (folded)</p> <p>Materials: 220 gsm (cover) 120 gsm (inner)</p> <p>Color: Full Color</p> <p>Finishing: Glossy UV laminated Softbound 0.125 inches (bleed) 6mm (spine width)</p> <p>Pages: 108 pages including covers</p> <p>Process: Offset printing</p>	200 copies	700	140,000



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Item Description	Quantity	Unit Cost (Php)	Total Cost (Php)
The Beginning: 2017 SAAD News Compendium			
<p>SPECIFICATIONS:</p> <p>Size: 22" width x 9" height (spread) 11" width x 9" height (folded)</p> <p>Materials: 220 gsm (cover) 120 gsm (inner)</p> <p>Color: Full Color</p> <p>Finishing: Glossy UV laminated Softbound 0.125 inches (bleed) 4mm (spine width)</p> <p>Pages: 62 pages including covers</p> <p>Process: Offset printing</p>	200 copies	500	100,000