

Annex C Terms of Reference

Introduction

In order to disseminate information about current affairs as well as raise awareness about Government events, there is need to use various public information channels that appeal to the wider public. The successful proponent for this project will work with DC-CITV to produce coverage of the 2018 Heritage Day Parade to air on CITV – The Government of Bermuda Television Station.

Background Opportunities and Challenge

Providing live coverage of the 2018 Heritage Day Parade is in keeping with the station's continued mission to provide information on Government programmes and initiatives and to provide educational, informative and culturally-based programmes that offer vital information for the health, safety and welfare of our community and which enrich the lives of Bermudians.

Bidder Roles and Responsibilities: The successful bidder will provide:

- A stable audio and video signal to CITV for transmission;
- A 480SD 16.6 (squeeze) broadcast quality signal to CITV;
- All necessary production equipment to facilitate live video coverage of the Heritage Day Parade; and
- All recorded (audio and video) DVNTSC 16.9 and/or 720/30p .MOV file(s) back-up of entire switched production

Overriding Considerations:

1. The successful bidder will invoice the Department of Communications on completion of the project and provide receipts of any unexpected expenses incurred on the project for approval and reimbursement by the department.
2. Live coverage of the 2018 Heritage Day Parade will air on CITV on Friday 25 May 2018 at 1:30 p.m. and continue until the last float passes the CITV broadcast area.