

Expression of Interest 2022-2023

Production of *L-Intrapriża* on TVMNews+

Reference: 'L-Intrapriża' EoI 2022

Issued by: The Malta Chamber of Commerce, Enterprise and Industry & Malta Enterprise

Issue Date: 18 July 2022

Closing Date: 5 August 2022



THE MALTA CHAMBER



MALTAENTERPRISE

Section A: General Information

1) Context and Contact Information

Request for quotation for the production of 39 weekly TV programmes of 15-minutes each to be aired on TVMNews+ from October 2022 till June 2023.

Attn:

The Malta Chamber of Commerce, Enterprise and Industry

64, The Exchange Buildings

Republic Street,

Valletta,

VLT, 1117

Tel: +356 22032319

Email: procurement@maltachamber.org.mt

2) Introduction and Premise

This TV programme is a continuation of L-Intrapriza carried out in collaboration with Malta Enterprise in 2021-2022. During the first season The Malta Chamber of Commerce, Enterprise and Industry gave platform mainly to the manufacturing industry. After seeing the success, we now feel that this is the right time to take the successful programme to another level. The Malta Chamber together with Malta Enterprise will give exposure to various industries and sectors that one can find in the Maltese islands. This will have a broader audience and wider reachability. In this 15-minute programme we include local and international investors, useful information that both entities have published or are working on and what is happening on a global perspective that is of interest to the business community.

3) Aim of the Programme

The aim of the TV programme is to give more visibility to teenagers, parents, educators, entrepreneurs, and other stakeholders to understand all the different career paths that exist in the industry. At the same time, the viewers will be able to watch how a product is made or how a service is delivered in the country.

4) Submission

EoI responses are to be sent via email on procurement@maltachamber.org.mt. Submissions must clearly indicate the Reference of this Bidder.

The responsibility of the bidder submission in due time and in due manner shall lie solely with the bidder.

5) Clarifications

Clarifications can only be sought in writing via email on procurement@maltachamber.org.mt.

Clarifications must reach The Malta Chamber by not later than 1 August 2022. Responses to the clarifications shall be issued by not later than 3 August 2022.

6) The Programme Format

The series would include around 39 weekly episodes starting from 9 October 2022. The programme would be produced by The Malta Chamber and Malta Enterprise.

The tentative running order of each episode is the following;

A short introduction about what the episode will be featuring. Then a short introduction/bio of the person being interviewed and the type of industry s/he is representing. This would be followed by a walkabout around the premises showcasing how a specific product is made or a particular service is catered for.

Potential topics for discussion during programme series:

- Business Developments at national level (local legislation, financial assistance)
- Developments and events at The Malta Chamber and Malta Enterprise level
- Developments at EU level (related to legislation and funding opportunities)
- International Developments

Section B: The Submission

1) Production Company Profile

The Bidder will provide a profile of the company which will include a list of similar jobs undertaken in the past four years.

2) Sample

The bidder needs to provide links to a minimum of three short form videos/programmes that have been produced by the bidder. The aim of this is for The Malta Chamber & Malta Enterprise to be able to assess whether the bidder is technically competent to produce this programme.

3) Personnel and Equipment

Bidders are required to submit a list of the personnel who would be assigned for this project together with a detailed list of equipment that will be used.

4) Production Requirements

Bidders shall be expected to provide the following to produce thirty-nine (39) fifteen-minute (15) weekly TV Programmes, starting from 9 October 2022 on TVMNews+:

- a. Coordination: Coordinate the production of all the 39 programmes in constant dialogue with The Malta Chamber and Malta Enterprise,
- b. Graphics: Opening and closing 15-20sec animations together with graphic captions required in the programmes,
- c. Filming: Allocation of a minimum of 8 hrs of filming per programme, including filming of presenter (possibly at The Malta Chamber in Valletta or Malta Enterprise in Pietà) and also on location as required,
- d. Promos: Your company needs to produce 20/30 sec promos for each programme so as to be aired on all PBS, The Malta Chamber and Malta Enterprise platforms
- e. Voice-overs: Recording and processing of voice-overs in Maltese where necessary, which voice over will be done by the presenter,
- f. Music: Enhancement of the episodes via background music (this is to be royalty free),
- g. Editing: Allocation of ten (10) hours of editing per programme and adapting the episodes or parts of it (as directed by The Malta Chamber and Malta Enterprise) for social media use to engage the target audience,

h. Technical Requirements: Ensure adherence to the broadcast technical requirements of Public Broadcasting Services Limited.

i. Adverts: You might be asked to insert a short advert since companies have been asked to advertise on this programme.

5) Timeframes for Deliverables

Week 0: Attend a face-to-face or online meeting during which The Malta Chamber and Malta Enterprise so as to discuss ideas and concepts.

Week 1: Successful Bidder must provide concept, graphics, and music options to be used throughout the series of 39 programmes. Signing of the service contract.

Week 2: Filming of the first two programmes to be aired on 9 October 2022 and 16 October 2022 on TVMNews+.

Week 3: Successful Bidder to provide draft copy of the first programme.

Week 4: The Malta Chamber & Malta Enterprise to provide feedback on the draft copy of the first programme with the producers providing reasonable time/flexibility/availability for any changes required. This will apply for every episode.

The successful bidder will from this point on deliver a finalised video every week for the remaining 38 videos.

6) Duration of Contract

The successful bidder is to note that the duration of the contract is one year from the date of the last signature on the Contract.

7) Payment Terms

The successful bidder shall issue an invoice for each programme once this has been approved by The Malta Chamber and Malta Enterprise. Payments shall be affected within ninety (90) days from receipt of invoice.

8) Response

Responses are to be straightforward, clear, concise, and specific to the information requested. Bidders must provide all the requested information mentioned in this EoI document and any clarifications that may be issued. Submissions with incomplete information will not be considered. Bidders may add any other additional documentation, comments, observations, or suggestions which they feel is of relevance to this EoI.

9) Award Criteria

The award criteria for this EoI will be based on the following:

- A) Quality and composition of the necessary technical and professional team to execute the contract,
- B) Creative approach of videography, animated designs and editing,
- C) Adapting the episodes or parts of it (as directed by The Malta Chamber and Malta Enterprise) for social media use to engage the target audience, and
- D) Price quoted.

Section C: Financial Bid Form

Bidders are kindly requested to use the form overleaf to submit their financial bid, FINANCIAL BID FORM – FORM A. Other forms will not be considered.

Any fees which are not quoted for in this Financial Bid Form cannot be claimed post award.

Quotations are to be submitted electronically and shall be awarded including VAT.

FINANCIAL BID FORM – FORM A

DESCRIPTION	PRICE € (excluding VAT)	PRICE € (including VAT)
One time costs		
Programme Identity/Concept: Animated 15- 20sec opening/closing gliss and graphics format		
Cost per programme		
Coordination		
Filming (estimated 8 hrs per programme)		
Editing (estimated 10 hrs per programme) to include animated motion/graphics		
Adapting the episodes or parts of it for social media use		
TOTAL		

Bidder

Name & Surname of Authorised Signatory

Signature & Date