



RETURN BIDS TO:

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LOI/LdI submission- PWGSC/TPSGC
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**LETTER OF INTEREST
LETTRE D'INTÉRÊT**

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Communication Procurement Directorate/Direction de
l'approvisionnement en communication
360 Albert St./ 360, rue Albert
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Ottawa
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Title - Sujet G7 Summit Host broadcaster	
Solicitation No. - N° de l'invitation 08A33-170162/A	Date 2017-08-16
Client Reference No. - N° de référence du client 08A33-17-0162	GETS Ref. No. - N° de réf. de SEAG PW-\$\$CW-020-73278
File No. - N° de dossier cw020.08A33-170162	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-09-05	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Werk(cw), Janet	Buyer Id - Id de l'acheteur cw020
Telephone No. - N° de téléphone (613) 998-3968 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: tbd	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N°de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

G7 2018 - Host Broadcaster, Letter of Interest

The following is a generalized summary of what will be required of the Host broadcaster for the G7 Summit which will be held in Quebec in 2018.

1. Background

The Government of Canada will host the G7 Summit to be held in the Province of Quebec in 2018. This event will generate extensive media coverage and public interest worldwide. The Summits Management Office (SMO) will require the services of a Host Broadcaster (HB) to provide radio and television coverage and distribution of summit events and to supply broadcast technical services to the media in attendance at the International Media Centre (IMC), Sub-Media Centre (SMC), and related locations.

2. Purpose

A Host Broadcaster will be engaged to provide, in a comprehensive and cost-effective manner, high quality audio and video coverage of designated Summit events for the purposes of live broadcast, live web cast, cable cast, archive recording, news access, and closed circuit monitoring.

In addition, the Host Broadcaster must operate the International Broadcast Centre (IBC) within the International Media Center (IMC) and the Sub-Media Centre (SMC) to provide the technical infrastructure necessary to serve the needs of broadcasters with respect to the distribution, recording, and transmission of broadcast signals on-site and around the world.

3. Audience

The Host Broadcaster must provide audio and video feeds for the use of the attending media, delegates, and officials at the Summit and for a national and international audience via broadcasting, web casting, cable casting, and news reporting.

4. Scope of Work

Under the direction of the SMO, and operating within the work parameters of the resulting Contract, the Host Broadcaster must:

- a. provide, install, test, maintain, operate, and dismantle all technical equipment required for the performance of this contract
- b. provide all personnel essential for the operation of all Host Broadcaster facilities and additional personnel as required for the performance of this contract
- c. provide audio and video coverage of Summit events
- d. install and operate, as specified, the International Broadcast Centre (IBC) and the Sub-Media Centre (SMC) to serve the needs of the broadcasters accredited to the Summit.

5. Coverage Standards

The Host Broadcaster must provide coverage of Summit events with the highest professional quality using the HD 1080i standard, and using technical equipment and production values consistent with international broadcast standards. The Host Broadcaster A/V feed must be made available on request to broadcasters and others who wish to connect to the HD signal.

The IBC must offer HD-SDI (NTSC and PAL) signals with embedded audio as standard outputs available to its clients.

The Host Broadcaster must also make its live coverage available at the IBC to the other Contractors who will be providing cable casting, web casting, closed circuit monitoring, etc. The individual Contractors will

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File No. - N° du dossier
CW020. 08A33-170162

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CW020
CCC No./N° CCC - FMS No./N° VME

be responsible for the signals beyond the IBC, in the format of their choice. It is anticipated, however, that the IBC will be equipped with various format conversion devices that will accommodate these needs.

5.1 Capabilities – 4K

There may be a requirement for 4K coverage at the G7 summit in 2018.

6. Language of work

Canada's official languages are English and French. The language of work in Quebec is French. There will be a requirement for the Contractor to provide a principal liaison per summit location who can converse in French.

7. Security

The Contractor's staff will need to be accredited through the Summit process. Security level verification of the Contractor's personnel who will be working on site is a requirement for this Contract. Employees must undergo this process to be able to work on site. -

<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>

8. Experience of the Bidder/Contractor

A requirement will be that the Bidder must have experience of having been the host broadcaster for a large event that lasted at least five (5) hours and included providing the services of radio and television coverage and distribution of the event from different locations and has supplied broadcast technical services to the media in attendance and nationally and/or internationally through a Broadcast Media Centre.

Purpose of this Letter of Interest

This Letter of Interest is posted to inform and identify potential bidders that a solicitation for a Host Broadcaster for the G7 Summit will be published shortly and to highlight details of the requirement such as security and experience.

Please contact the undersigned if you interested in this procurement, or have any questions or comments please send an email to Janet Werk - Janet.werk@pwgsc-tpsgc.gc.ca .

Janet Werk
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