



REQUEST FOR QUOTATION

Selection of a Creative Agency for End-to-End Multimedia Production, Digital Assets Creation, and Strategic Content Curation under the Digital Economy Enhancement Project (DEEP)

Country:	Pakistan
Project Name:	Digital Economy Enhancement Project
Implementing Agency:	Ministry of Information Technology and Telecommunication
Loan No:	75140-PK
Project ID No:	P174402
RFQ/ STEP Ref. No.	PK-MOITT-571585-NC-RFQ

September 06, 2026

Section I

Invitation for Quotations

Country: Pakistan
Name of Project: Digital Economy Enhancement Project
Contract(s) Title: Selection of a Creative Agency for End-to-End Multimedia Production, Digital Assets Creation, and Strategic Content Curation under the Digital Economy Enhancement Project (DEEP)
Loan No./Credit No./ : 75140-PK
RFQ/ STEP Reference No.: PK-MOITT-571585-NC-RFQ

1. The **Islamic Republic of Pakistan** has received financing from the World Bank toward the **Digital Economy Enhancement Project (DEEP)** and intends to apply part of the proceeds toward payments under the Agreement for **Selection of a Creative Agency for End-to-End Multimedia Production, Digital Assets Creation, and Strategic Content Curation under the Digital Economy Enhancement Project (DEEP)**. This procurement process will be conducted in accordance with the Request for Quotations “RFQ” method as specified in the World Bank’s “**Procurement in Investment Project Financing, Goods, Works, Non-Consulting and Consulting Services, Fifth Edition, September 2023**” (“Procurement Regulations”) and is open to all eligible Bidders/ Firms/ Service Providers as defined in the Procurement Regulations and the procedures described herein.
2. Bidders are invited to submit their priced quotation(s) for Selection of a Creative Agency for End-to-End Multimedia Production, Digital Assets Creation, and Strategic Content Curation under the Digital Economy Enhancement Project (DEEP) as per requirements cited in the RFQ. The Agreement will be awarded to the Service Provider who meets all eligibility and qualification requirements, is substantially responsive to the RFQ, and offers the lowest evaluated total cost for the complete scope of services.
3. The quotations should be accompanied by necessary documentation and other printed material establishing eligibility and qualification of the bidders as required in the RFQ.
4. The complete RFQ document is available at Ministry of IT & Telecommunication website (<https://moitt.gov.pk/Tenders>). Interested eligible Bidders may obtain further information from the address given below during 10:00 AM – 03:00 PM (Monday to Friday) **latest by three days** till the deadline for quotations submission date.
5. The quotation(s) shall be submitted (in person or by post/ surface mail) **by/ before 15:00 Hours September 21, 2026**, as per the format given in the RFQ and marked as “**Selection of a Creative Agency for End-to-End Multimedia Production, Digital Assets Creation, and Strategic Content Curation under the Digital Economy Enhancement Project (DEEP)**”, addressed to:

Senior Procurement Specialist
Procurement and Contract Management Cell
Project Management Unit (PMU)
Digital Economy Enhancement Project (DEEP)
2nd Floor, TF Complex, G-9/4
Islamabad, Pakistan
Email: procurement.specialist@deep.moitt.gov.pk
Phone: 051-9106768

Section II

Instructions for Preparing Quotations

1. Scope of Procurement:

The Employer invites priced quotations for the **Selection of a Creative Agency for End-to-End Multimedia Production, Digital Assets Creation, and Strategic Content Curation** under the Digital Economy Enhancement Project (DEEP), details are provided in Section III — Schedule of Requirements. The successful Firm/Service Provider shall be expected to complete delivery of the services within due time indicated as per the scope.

2. Eligibility to Quote: Firm/Service Provider duly registered with tax authorities may be eligible to participate only if it also submits/provides:

- The Bidder shall provide documentary evidence demonstrating at least five (05) years of registration with the relevant statutory organization, along with valid NTN/GST registration and evidence of being on the active taxpayer list of FBR. Failure to provide the required documentary evidence shall result in rejection of the Quotation.
- The bidder shall have minimum 05 years' experience in content production, high-end animations, visual design and communications, printing, souvenirs, motion graphics, CGI, VR/AR asset production and media coverage
- The Bidder shall have an average annual turnover of at least PKR 40 million during the last three (03) financial years. (verifiable audited financial statements shall be provided).
- Only one Quotation per firm is allowed for this procurement. All Quotations submitted in violation of this rule shall be rejected.
- The Quotation shall be received within the Due Date and Time duly signed and stamped.
- The Quotation shall be substantially responsive to the scope of work and other requirements of this RFQ.

3. Qualification of the Firm/Service Provider: To qualify for award of the contract, a Firm/Service Provider shall meet the following qualifying criteria. Documentary evidence must be submitted for each criterion, failure to provide the required evidence will result in rejection of the quotation.

Sr.	Criterion	Minimum Requirement
i	Operational Experience	Proven institutional and in-house capability for high-quality 2D/3D animation, content production, printing, CGI, motion graphics, large-format SMD content, event creative production, professional videography, photography and rapid-turnaround digital media delivery.
RELEVANT FIRM EXPERIENCE		
ii	International Animation / Content Projects	The bidder must have successfully completed at least five (05) international projects involving professional 2D/3D animation, CGI, motion graphics or equivalent digital content production (Contracts / work orders / completion certificates / client certificates shall be provided).
iii	Government / Public Sector Animation Projects	The Bidder must have successfully completed at least three (03) projects for government ministries/departments, state-owned enterprises, or other public-sector organizations in Pakistan, involving professional 2D/3D animation, CGI, motion graphics or equivalent digital-content production. And providing content production and printing services for last financial year to at least One (01) Gov Institutes/Departments(s). (Contracts / work orders / completion certificates / client certificates shall be provided).
HUMAN RESOURCE CAPACITY		

iv	Lead 3D Animator	Minimum five (05) years of experience in 3D animation, CGI and/or high-end digital-content production and shall be capable of supervising modelling, texturing, rigging, animation, lighting, rendering and related 3D production activities. Available to and committed for deployment by the Bidder for the duration of the assignment. (CV / employment certificate or other verifiable evidence confirming relevant experience of (05) years shall be provided)
v	3D Animation Team	A team of at least five (05) 3D artists/animators capable of modelling, texturing, lighting, rendering, animation and CGI production. The team shall collectively demonstrate participation in at least three (03) international projects and three (03) Government/Public-Sector projects. (CVs / employment evidence and relevant project references shall be provided)
vi	2D Animation / Motion Graphics Team.	The bidder shall have an in-house team comprising a minimum of three (03) 2D animators/motion graphics artists capable of undertaking illustration, graphic animation, compositing, motion graphics and associated content production. The proposed 2D animation team shall collectively demonstrate participation in at least three (03) international projects and three (03) Government/Public Sector projects. In addition, the Applicant shall maintain at least three (03) in-house designers and one (01) in-house UI Designer. (CVs / employment evidence and relevant project references for the 2D animation / motion graphics team, three (03) designers and one (01) UI Designer shall be provided).
vii	Professional Photography Team	The bidder shall provide a minimum of four (04) professional photographers with demonstrated experience covering high-profile Government, institutional, corporate or national-level events, including stage, dignitary, audience, branding and technology-activation coverage. (CVs / employment or engagement evidence and relevant event photography portfolio shall be provided)
viii	Professional Video Production Team	The bidder shall have an in-house or directly employed event video-production team comprising a minimum of three (03) professional camera operators/videographers and at least one (01) senior video editor capable of multi-camera coverage, synchronized audio acquisition, same-day editing and post-event highlight-film production. (CVs / employment evidence / organizational chart and relevant event-video project references shall be provided).

BOQ-SPECIFIC TECHNICAL & MEDIA CAPABILITY

ix	High-End 3D Launch / Product Reveal Film Experience	The bidder must demonstrate prior successful production of at least three (03) high-end 3D launch, product-reveal or institutional hero film involving concept development, storyboard/style frames, 3D modelling, animation, compositing, sound design/voice-over and final mastering for a large-format event display or equivalent premium presentation environment. (Contract / work order / completion certificate / client reference and showreel or final-film reference shall be provided).
x	Large-Format SMD / Pixel-Mapped Motion Content Experience	The bidder shall demonstrate experience producing motion-graphics and animated content specifically adapted to large-format SMD/LED systems, including non-standard aspect ratios/pixel maps, seamless loops, countdowns, holding content, transitions, logo stings and venue-specific display adaptations. (Relevant project references / SMD pixel-map samples / playback-tested content portfolio shall be provided)
xi	Cinema / Broadcast Camera Equipment Availability	The bidder shall demonstrate immediate availability of at least three (03) professional cinema/broadcast camera systems with appropriate event lenses, tripods/support, stabilization/gimbal capability and media/recording accessories required for multi-camera event coverage.

		(Equipment inventory / ownership or direct-control evidence / make-model list / on-site verification shall be provided)
xii	Same-Day Digital / Social Content Capability	The bidder shall maintain on-site rapid-turnaround capability for editing and delivering short-form vertical/horizontal video clips, priority photo selects and approved event highlights during the event, including at least one (01) dedicated on-site editor/content producer and editing workstation. (CV / employment evidence, sample same-day event content and proposed onsite workflow shall be provided).
xiii	Content Management, Version Control & Source Handover	The bidder shall demonstrate an established workflow for master-file management, version control, multi-screen content distribution, onsite backup of approved masters and structured post-event handover of final deliverables and editable source/project files. (Proposed content-management methodology / sample delivery register / prior project evidence shall be provided).
xiv	Holographic Technology	The Applicant must have in-house Pepper's Ghost holographic technology or equivalent holographic presentation system and must demonstrate at least two (02) successful Public Sector deployments of holographic / Pepper's Ghost technology or similar to ensure souvenir for Chief Guest.
SUBCONTRACTOR EXPERIENCE		
	Applicant's Own Experience and Resources	Subcontractor's experience and resources shall not be taken into account in determining whether the Applicant meets the qualifying criteria. The Applicant shall meet the qualification and human resource requirements through its own experience and in-house resources. (bidder shall meet the requirement through its own experience and in-house resources).

Note: All above criteria are minimum mandatory qualification requirements. Verifiable documentary evidence, CV / employment certificates shall be submitted with the quotation. Failure to meet any mandatory requirement or provide acceptable evidence may render the quotation non-responsive.

4. Contents of RFQ Documents: The RFQ comprises the documents listed below:

- Section I Invitation for Quotations
- Section II Instruction for Preparing Quotations
- Section III Scope of the Services/ Work
- Section IV Form of Quotation
- Section V Form of Contract
- Section VI Conditions of Contract Section
- Annex-A Fraud and Corruption

5. Documents Comprising the Quotation: The Quotation submitted by the Firm/Service Provider shall comprise the following documents:

- (a) Signed Form of Quotation
- (b) Completed Price Schedule
- (c) Legal registration/incorporation evidence
- (d) Tax registration evidence- NTN/GST and active taxpayer status
- (e) Conflict-of-Interest Declaration
- (f) Firm-experience evidence (operational experience, international projects, Government/Public-Sector).
- (g) Personnel CVs and signed availability/commitment letters for all mandatory positions.
- (h) Equipment availability evidence.
- (i) Declaration of Compliance: a signed statement confirming that all proposed staff meet the experience requirements listed in Section II, Clause 3, and that the firm has no conflict of interest with MOITT/DEEP personnel.

6. **Priced Quotation:** The Agreement shall be for the whole assignment, to procure the services of a **Creative Agency for End-to-End Multimedia Production, Digital Assets Creation, and Strategic Content Curation** under the Digital Economy Enhancement Project (DEEP) as detailed in Section III.

The Bidder shall fill in the rates and prices for the services described in the Schedule of Requirements in PKR. All duties, taxes, and other levies payable by the Bidder shall be included in its quoted prices. The prices shall remain fixed for the duration of the agreement and shall not be subject to any adjustment on any account.

The Bidder/Firm shall quote price for the entire scope of services described in the Schedule of Requirements. No mobilization advance will be paid. Payment shall be made only upon 100% completion of the work/ services and satisfactory acceptance of all deliverable by the employer.

7. **Validity of Quotations.** The priced quotation shall remain valid for a period of 120 days from the closing date of submission of the Quotation specified in Clause 5 of Section I. The Employer may request the Firm/Service Provider to extend the period of validity for a specified additional period. The Employer's request and the Bidder/Firm's response shall be made in writing. A Firm/Service Provider may refuse the request for extension of Quotation validity, in which case it may withdraw its Quotation without penalty. A Firm/Service Provider agreeing to the request will not be required or permitted to otherwise modify its Quotation.
8. **Language of the Quotation:** All documents relating to the RFQ, Quotations and PO shall be in the English language.
9. **Process to be Confidential:** Information relating to the examination, clarification, evaluation and comparison of quotations and recommendation for the PO award shall not be disclosed until the award to the successful Firm/Service Provider has been announced.

10. Evaluation and Comparison of Quotations:

The Employer will award the Contract Agreement to the Firm/Service Provider whose Quotation has been determined to be substantially responsive to the RFQ and who has offered the lowest evaluated priced quotation for the entire scope of services/work. In evaluating the quotations, the Employer will determine for each Quotation the evaluated priced quotation by adjusting the priced quotation, making any correction for arithmetic errors, as follows:

- a. Where there is a discrepancy between amounts in figures and in words, the amount in words will govern.
- b. Where there is a discrepancy between the services resulting from the per-task rate and the quantity, the per-task rate as quoted will govern.
- c. If a Firm/Service Provider refuses to accept the correction, its Quotation will be rejected.
- d. **Employer's Right to Accept any Quotation and to Reject any or all Quotations:** the Employer reserves the right to accept or reject any quotation, and to cancel the process of competition and reject any or all quotations, at any time prior to the award of the PO, without assigning any reason and without incurring any liability to the affected Firm/Service Provider(s).
- e. **Employer's Right to Increase or Decrease Quantities:** the Employer reserves the right to increase or decrease quantities of tasks/services during the validity of the Quotations and resulting PO/Agreement (if any).
- f. **Interpretation:** the Employer is not responsible for any wrong interpretation of clause of this document.

Section III

A. Scope of the Services/ Works

The scope of work to provide High-end 3D reveal content, key visual system, SMD animation package, VR 3D production, Strategic Content Curation and event media coverage is described below:

Sr. No.	Category / Item	Detailed Technical Specification / Scope	Unit	Qty.	Mandatory Deliverables / Acceptance Requirements
A. HERO CONTENT / PRODUCT REVEAL					
i.	High-End 3D Product Reveal Film	Development of a premium cinematic 3D animation / motion-design film for official Digital ID product reveal on the main stage. Approximate duration: 150 seconds. Story to communicate present-day friction versus Digital ID-enabled future, emphasizing trust, convenience, consent, security and simplified access for citizens/businesses. Include concept, script, storyboard, style frames, 3D modelling, animation, simulation effects, compositing, sound design, original music where approved, Urdu voice-over and final mastering for main stage SMD.	Master Film	1	Client-approved script/storyboard before production. Deliver master at exact SMD pixel map; broadcast-safe audio; final source/project archive.
ii.	Reveal Film Adaptations / Cutdowns	Short adaptations/cutdowns from hero film for social/digital use, countdowns, teasers and event-day holding/reveal sequences, maintaining approved visual identity.	Lot	1	Minimum set to include 30s, 15s and 6–10s variants, subject to final media plan.
B. EVENT CREATIVE SYSTEM					
iii.	Event Key Visual & Creative Direction	Development/refinement of one master event key visual for the activity, including visual language, typography, iconography, digital grid/data motifs, Pakistan identity elements and usage system for physical/digital deployment.	Lot	1	Provide editable master artwork and approved production-ready files.
iv.	Print & Digital Creative Adaptations	Adaptation of approved key visual across all required formats including stage screens, media walls, entrance branding, tunnel graphics, booth/stall graphics, booklets, standees, social media, digital invitations, lower thirds, signage and other event collateral.	Lot	1	Maintain consistent branding and correct dimensions/bleeds/color profiles for each output.
v.	SMD / Digital Screen Motion Package	Animated visual package for stage and venue displays including holding loops, animated backgrounds, speaker/title slates, countdown, transitions, logo stings, sponsor/partner slates if applicable, ambient data visuals and screen-specific pixel-map adaptations.	Lot	1	All outputs delivered to final LED pixel maps/codecs; seamless loops where required; playback test on actual processors.

C. MEDIA COVERAGE & POST-EVENT CONTENT					
vi.	Multi-Camera Video Coverage	Professional event videography covering arrivals, red carpet, audience, stage proceedings, Digital ID reveal, dignitary interactions and public experience zones. Include minimum 3 cinema/broadcast cameras, camera operators, stabilizer/gimbal, long lens where required, audio feeds and coordinated shot list.	Lot	1	Full-resolution recorded footage organized and backed up; key moments captured from multiple angles.
vii.	Professional Photography	Still photography of stage, chief guest/VIPs, audience, branding, technology activations and candid/public interactions. Include at least four professional photographers with event-appropriate lenses and lighting where permitted.	Lot	1	Curated high-resolution edited photographs plus same-day priority selects.
viii.	Live / Same-Day Social Media Content	Rapid-turnaround editing of short vertical/horizontal clips, photo selects and event highlights for approved official channels during/after the event. Include editing workstation and on-site editor.	Lot	1	Minimum agreed number of same-day clips/posts to be confirmed in media plan; all content subject to approval prior to publication.
ix.	Post-Event Highlight Film	Edited cinematic event highlight film combining stage reveal, dignitary moments, immersive experiences and public engagement, including color grade, sound mix, titles and approved music.	Film	1	Approx. 2–3 minutes, plus one short social cutdown.
x.	Content Management, Backup & Handover	Centralized file naming, version control, content distribution to event playback teams, onsite backup of approved masters, and post-event handover of final deliverables/source files as contractually agreed.	Lot	1	Final delivery register signed off by client.
D. HOLOGRAPHIC SOUVNIER & PRINTING					
xi.	Holographic Souvenir for Chief Guest	Premium holographic/digital souvenir piece featuring Digital ID launch identity and personalized ceremonial content. May use compact Pepper's Ghost/holographic display or equivalent high-end holographic presentation technology, complete with custom animation, enclosure, power supply and presentation packaging.	Item	1	Working prototype/content preview before event; final unit fully tested and presentation-ready.
xii.	Flex Printing	Printing of client-provided approved designs on premium 320 GSM flex or equivalent, high-resolution eco-solvent/UV print, color matched, including finishing, eyelets/pockets as required, installation and removal. Approximate total print area.	Sq Ft	10,000	Pre-production color sample; final area measured and reconciled. No pixelation, banding or visible print defects.

xiii.	Event Booklet Printing	Printing, binding and finishing of approved booklet design on minimum 128 GSM matte paper for inside pages; cover/title on premium art card/paper with matte/soft-touch lamination as approved. Full-color CMYK, high-resolution output, trimming and binding included.	Item	500	Physical proof/sample before full run. Final page count and binding method to approved artwork.
xiv.	Entrance Welcome Branding with Chief Guest Cutout	Premium welcome installation at entrance with client-approved Chief Guest life-size / larger-than-life cutout, backlighting, branded base, event title and Digital ID launch visual language. Fabrication using sturdy concealed metal support, CNC-cut board/acrylic and LED backlighting.	Set	1	Artwork/photo to be client-approved. Structure must be self-standing and safe for public area.

1. **Hero Content / Product Reveal**

- Develop a premium cinematic 3D/motion-design Digital ID product reveal film of approximately 150 seconds for the main stage.
- The film shall communicate the transition from present-day friction to a Digital ID-enabled future, highlighting trust, convenience, consent, security, and simplified access for citizens and businesses.
- Services shall include concept development, script, storyboard, style frames, 3D modelling, animation, simulation effects, compositing, sound design, approved original music, Urdu voice-over, and final mastering.
- Obtain client approval of the script/storyboard prior to production and deliver the final master according to the exact SMD pixel map, with broadcast-safe audio and complete source/project archive.
- Develop approved film adaptations/cutdowns for social and digital media, countdowns, teasers, and event-day holding/reveal sequences, including 30-second, 15-second, and 6–10-second versions, as required by the media plan.

2. **Event Creative System**

- Develop/refine one master event key visual and creative direction for the event, covering visual language, typography, iconography, digital grid/data motifs, Pakistan identity elements, and a consistent physical/digital usage system.
- Provide editable master artwork and approved production-ready files.
- Adapt the approved key visual for stage screens, media walls, entrance branding, tunnel graphics, booths/stalls, booklets, standees, social media, digital invitations, lower thirds, signage, and other event collateral.
- Ensure consistent branding and compliance with required dimensions, bleeds, and colour profiles.

3. **SMD / Digital Screen Motion Package**

- Develop animated content for stage and venue displays, including holding loops, animated backgrounds, speaker/title slates, countdowns, transitions, logo stings, sponsor/partner slates where applicable, ambient data visuals, and screen-specific adaptations.
- Deliver all outputs in the required LED pixel maps/codecs, including seamless loops where required, and conduct playback testing on the actual processors.

4. Professional Event Videography

- Provide professional multi-camera video coverage of arrivals, audience, stage proceedings, Digital ID reveal, dignitary interactions, and public experience zones.
- Deploy a minimum of three cinema/broadcast cameras with qualified operators, stabilizer/gimbal, long lenses where required, audio feeds, and a coordinated shot list.
- Record, organize, and securely back up full-resolution footage while ensuring key moments are captured from multiple angles.

5. Professional Photography

- Provide professional still photography covering the stage, Chief Guest/VIPs, audience, branding, technology activations, and candid/public interactions.
- Deploy at least four professional photographers with appropriate lenses and lighting equipment, where permitted.
- Deliver curated, high-resolution edited photographs along with priority same-day selects.

6. Live / Same-Day Social Media Content

- Provide rapid-turnaround editing of short vertical and horizontal video clips, photo selects, and event highlights for approved official social media channels during and immediately after the event.
- Provide an on-site editing workstation and dedicated editor.
- Deliver the agreed number of same-day clips/posts as confirmed in the media plan, subject to client approval prior to publication.

7. Post-Event Highlight Film

- Produce a cinematic post-event highlight film of approximately 2–3 minutes covering the stage reveal, dignitary moments, immersive experiences, and public engagement.
- Include professional colour grading, sound mixing, titles, and approved music, together with one short social-media cutdown.

8. Content Management, Backup & Handover

- Maintain centralized file naming, version control, content distribution to event playback teams, and on-site backup of approved masters.
- Provide complete post-event handover of final deliverables and agreed source/project files.
- Submit a final delivery register for client review and sign-off.

9. Reporting and Coordination

- The Firm shall report to the Program Director, DEEP, or the nominated focal person. All scopes of work, services, deliverables and outputs under the Contract shall be subject to their review and approval. Payments against the relevant services and deliverables shall be processed upon such approval, in accordance with the terms and payment provisions of the Contract.
- All designs, technical submittals, and content must be submitted for review and approval to the Employer's designated focal person.
- The bidder shall designate a single point of contact (Project Manager) for coordination with the Employer.

10. Intellectual Property

All the product including final films, photographs, graphics, animations, 3D models, source/project files, raw footage, editable artwork, scripts, and voice/music recordings created specifically for this assignment shall be assigned to, and become the sole property of, MOITT and DEEP upon the Employer's acceptance and payment.

Where the Bidder incorporates third-party assets (stock footage, stock images, fonts, music, plugins, templates, licensed software, or other third-party material), the Bidder shall:

- (a) secure all necessary licenses permitting the Employer's intended government, event, digital, social-media, and archival use;
 - (b) disclose all such third-party assets and their license terms/restrictions to the Employer prior to final delivery; and
 - (c) ensure the Employer understands that ownership of such third-party material remains with the original licensor, and the Employer's rights are limited to the license so secured.
- No unauthorized copyrighted material shall be incorporated into any deliverable

11. Warranty and Post-Deployment Support (where applicable)

The bidder shall provide post-deployment support (where applicable) in respect of all hardware, software, applications, systems and/or deliverables supplied or developed under this RFQ.

12. Liquidated Damages

If the Service Provider fails to complete the Services within the Required Completion Date, liquidated damages at 0.1% of the Contract Price per day of delay shall apply, subject to a maximum of 10% of the final Contract Price. The Employer may deduct such amount from payments due to the Service Provider.

13. Systems & Software (Show-Control, Projection & Interactive Systems)

The bidder shall be responsible for the:

- Bug-fixing, error correction and format/compatibility adjustments to delivered digital content (the 3D reveal film, SMD/digital screen motion package, and key visual files) required for stable playback on the Employer's actual display and processing systems.
- Resolution of technical defects identified during rehearsal or the live event (e.g., playback desynchronization, incorrect pixel-map scaling, colour/format mismatches).
- Minor revisions to delivered creative assets as reasonably requested by the Employer within the support period.

14. Confidentiality

All designs, concepts, files, data, source code, unpublished Digital ID material, scripts, product information, government information, photographs/footage, event information, access credentials, and other intellectual property developed under this RFQ shall remain confidential and shall be the sole property of MOITT and DEEP, as set out above. The Bidder may not use, share, reproduce, publish, post to social media or a public portfolio, or otherwise distribute any such material without the Employer's prior written authorization. This clause shall survive the completion or termination of the Contract.

15. Duration of the Assignment

The engagement shall run from the date of contract signing through final delivery, testing, event-day support and post-event handover/dismantling, aligned with the approved schedule. Specific commencement and completion dates shall be confirmed at contract signing.

16. Payment Details

a. Payment Schedule:

- Payment shall be made upon 100% completion of the works/ services and satisfactory acceptance of all deliverables under this RFQ by the Employer.
- The service provider shall submit a detailed completion report with evidence of all BOQ deliverables.
- The service provider shall submit a signed acceptance certificate from the employer confirming that the Minimum Service Levels and Technical Acceptance requirements

(as defined in this Section III) have been met with satisfactory quality and scope of work and resolution of all identified defects.

- Payment will be made through cross cheque or direct bank transfer after deduction of applicable withholding taxes, following formal written acceptance by the Employer.

B. Technical Acceptance

Acceptance of the Services shall be based on the following, as applicable:

- Completion of all BOQ items in accordance with the approved designs, specifications and quantities.
- Successful integrated testing, calibration and commissioning of all 3D reveal content, key visual system, VR 3D production, Strategic Content Curation and media coverage etc.
- Delivery of the specified cutdown durations (30s/15s/6–10s) for reveal-film adaptations.
- Delivery of the agreed number/type of photographs and video footage, and same-day social clips meeting the Turnaround Commitment.
- Submission of pixel maps, cue sheets, operator plans, editable source files, and the final content archive/backup.
- Submission of the final delivery register, signed off by the Employer.
- Formal written acceptance by the Employer for the relevant milestone

C. Schedule of Requirements / BOQ Price Schedule

The Bidder shall complete the itemized Price Schedule in Section IV against the Price schedule reproduced above. The Price Schedule in Section IV is the sole pricing method for this RFQ, the sum of all Total Price entries constitutes the Bidder's Total Evaluated Quotation Price.

Sr. No.	Description of Services	Details	Price (PKR)
1.	End-to-End Multimedia Production, Digital Assets Creation, and Strategic Content Curation	Details provided in Section III above (Scope of the Services / Bill of Quantities)	

Quoted Amount in Words:

Section IV
Form of Quotation

Date: _____

To: _____

We offer to provide/execute the End-to-End Multimedia Production, Digital Assets Creation, and Strategic Content Curation under the Digital Economy Enhancement Project (DEEP) in accordance with the Conditions of Contract accompanying this Quotation for the Contract Price of _____ (amount in words and numbers) (_____). We propose to complete the services/ tasks described in the Contract within a period of _____ (words and number) _____ calendar days from the Start Date.

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Quotation required by the proposal documents.

Authorized Signature: _____

Name and Title of Signatory _____

Name of Firm/Service Provider: _____

Address: _____

Phone Number _____

Fax Number, if any _____

Price Schedule (Bill of Quantities)

The Bidder shall quote the unit price and total price (in Pak Rupees, inclusive of all duties, taxes and levies) against each item of the Schedule of Requirements below. The sum of all Total Price entries shall constitute the Bidder's lump-sum priced quotation for the entire scope of Tender 1 Hall & Immersive. In case of a discrepancy between the unit price and the total price for an item, the unit price shall govern in case of discrepancy between amounts in figures and words, the amount in words shall govern.

Sr. No.	Category / Item	Unit	Qty.	Unit Cost in PKR	Total Cost in PKR
	A. HERO CONTENT / PRODUCT REVEAL				
i.	High-End 3D Product Reveal Film	Master Film	1		
ii.	Reveal Film Adaptations / Cutdowns	Lot	1		
	B. EVENT CREATIVE SYSTEM				
iii.	Event Key Visual & Creative Direction	Lot	1		
iv.	Print & Digital Creative Adaptations	Lot	1		
v.	SMD / Digital Screen Motion Package	Lot	1		
	C. MEDIA COVERAGE & POST-EVENT CONTENT				
vi.	Multi-Camera Video Coverage	Lot	1		
vii.	Professional Photography	Lot	1		
viii.	Live / Same-Day Social Media Content	Lot	1		
ix.	Post-Event Highlight Film	Film	1		
x.	Content Management, Backup & Handover	Lot	1		
	D. HOLOGRAPHIC SOUVNIER & PRINTING				
xi.	Holographic Souvenir for Chief Guest	Item	1		
xii.	Flex Printing	Sq Ft	10,000		
xiii.	Event Booklet Printing	Item	500		
xiv.	Entrance Welcome Branding with Chief Guest Cutout	Set	1		
Total Price (all Inclusive)					

Section V
Form of Contract Agreement

AGREEMENT

This Agreement, made the _____ day of _____, 20____, by and between

(name and address of Employer hereinafter called “the Employer”) and

(name and address of Service Provider hereinafter called “the Firm/Service Provider”) of the other part.

Whereas the Employer is desirous that the Firm/Service Provider to provide/ execute the scope of services (event management services) of

(name and identification number of Contract hereinafter called “the Services”)

and the Employer has accepted the Quotation submitted by the Firm/Service Provider for event management Services as per the agreed terms and conditions.

Now this Agreement witnessed as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereafter referred to, and they shall be deemed to form and be read and construed as part of this Agreement.
2. In consideration of the payments to be made by the Employer to the Firm/Service Provider as hereinafter mentioned, the Firm/Service Provider hereby covenants with the Employer to execute and complete the Services and remedy any defects therein in conformity in all respects with the provisions of the Contract.
3. The Employer hereby covenants to pay the Firm/Service Provider in consideration of the Services (creative agency, design, media production, and publication services) wherein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
4. The Contract shall be subject to provisions of World Bank Anticorruption Guidelines as per Attachment hereto (Annex-A).

In Witness whereof the parties thereto have caused this Agreement to be executed the days and year first before written

The Common Seal of

was hereunto affixed in the presence of:

Signed, Sealed, and Delivered by the

in the presence of:

Binding Signature of Employer: _____

Binding Signature of Firm/Service Provider: _____

Section VI Conditions of Contract (CC)

1. Definitions: Boldface type is used to identify the defined terms

(a) **The Contract** is the Contract between the Employer and the Service Provider to execute and complete the Services as specified in the scope of services or in other sections of the Contract. The name/ identification number of the Contract is given in the Invitation to Quotation.

(b) **The Firm/Service Provider** is a person or corporate body whose Quotation to carry out the Supplies has been accepted by the Employer.

(c) **The Firm/Service Provider's Quotation** is the completed document (Invitation to Quotation together with attachments) submitted by the Service Provider to the Employer.

(d) **The Contract Price** is the price stated in the Quotation and thereafter as adjusted in accordance with the provisions of the Contract.

(e) **Days** are calendar days; **months** are calendar months.

(f) **A Defect** is any part of the Services not completed in accordance with the Contract.

(g) **The Required Completion Date** is the date on which it is required that the Service Provider shall complete the Services. The Required Completion Date may be revised only by the Employer by issuing an extension time or an acceleration order in writing.

(h) **Scope of Services/ Work** means the services/ tasks included in the Quotation and any modification or addition made or approved by the Employer.

2. Language and Law. The Contract shall be in the English language. The law governing the Contract shall be the applicable law(s) of the Government of Islamic Republic of Pakistan.

3. Communications. Communications between parties that are referred to in these Conditions shall be effective only when made in writing. A notice shall be effective only when it is delivered.

4. Firm/Service Provider's Risks. The risks of personal injury, death, and loss or damage to property and adjacent property (including, without limitation, the Supplies, materials and equipment) are solemnly to Service Provider's risks.

5. Equipment for the Assignment. No equipment will be purchased or provided by the Employer. Any equipment needed to complete this assignment will be provided by the Service provider.

6. Contractual Arrangements and Supervision. The Service Provider will be hired under the terms as stipulated in the RFQ document including the resulting contract (if any) and supervised by the Project Director for the purpose of delivering, evaluating and accepting the above outputs, within the agreed time frame. Employer shall provide necessary support to the Service Provider to execute the assignment during the duration of the Contract.

These shall include:

- i. Access to relevant (project) documents necessary for execution of the duties under this consultancy.
- ii. Contact details of personnel relevant to the assignment.

7. Logistics: Where/ if applicable, Service provider shall manage entire logistics including boarding/ lodging as defined in the Scope of Services/ Work.

8. **Services to be completed by the Completion Date.** The Service Provider shall commence execution of the Services on the Start Date and shall carry out the Services in accordance with the work schedule submitted by the Service Provider, as updated with the approval of the Project Director, and complete them by the Required Completion Date.
9. **Defects.** The Employer shall give notice to the Service Provider any Defects by/ before the completion and acceptance of Services. Every time notice of a Defect is given, the Service Provider shall correct the notified Defect within the reasonable length of time specified by the Employer. If the Service Provider has not corrected a Defect within the time specified, Employer will assess the cost of having the Defect corrected, and the Service Provider will pay this amount, or the Employer shall recover these amounts by deduction from the amounts due to the Service Provider.
10. **Payments.**
- a. **Payment Schedule:** Payment shall be made upon 100% completion of the works/ services and satisfactory acceptance of all deliverables under this RFQ by the Employer.
 - b. **Payment Method:** All payments will be made through cross cheque or direct bank transfer after deduction of applicable withholding taxes.
11. **Taxes.** The Service Provider is responsible for all taxes in accordance with the laws of Islamic Republic of Pakistan.
12. **Force Majeure:** Either party may terminate the Contract by giving a thirty (30) days' notice to the other for events beyond that party's control, such as Wars and acts of God such as earthquakes, floods, fires, etc.
13. **Resolution of Disputes.** The Employer and the Service Provider shall make every effort to resolve amicably by direct negotiations any disagreement or dispute arising between them under or in connection with the Contract. In case of further disagreement either party can take the matter to arbitration in accordance with the Arbitration Act of 1940.

Annex-A
Fraud and Corruption
(Text in this Appendix shall not be modified)

1. Purpose

1.1 The Bank's Anti-Corruption Guidelines and this annex apply with respect to procurement under Bank Investment Project Financing operations.

2. Requirements

2.1 The Bank requires that Borrowers (including beneficiaries of Bank financing); bidders (applicants/proposers), consultants, contractors and suppliers; any sub-contractors, sub-consultants, service providers or suppliers; any agents (whether declared or not); and any of their personnel, observe the highest standard of ethics during the procurement process, selection and contract execution of Bank-financed contracts, and refrain from Fraud and Corruption.

2.2 To this end, the Bank:

- a. Defines, for the purposes of this provision, the terms set forth below as follows:
 - i. "Corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
 - ii. "Fraudulent practice" is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;
 - iii. "Collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
 - iv. "Coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
 - v. "Obstructive practice" is:
 - (a) deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Bank investigation into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
 - (b) acts intended to materially impede the exercise of the Bank's inspection and audit rights provided for under paragraph 2.2 e. below.
- b. Rejects a proposal for award if the Bank determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub-consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
- c. In addition to the legal remedies set out in the relevant Legal Agreement, may take other appropriate actions, including declaring misprocurement, if the Bank determines at any time that representatives of the Borrower or of a recipient of any part of the proceeds of the loan engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices during the procurement process, selection and/or execution of the contract in question, without the Borrower having taken timely and appropriate action satisfactory to the Bank to address such practices when they occur, including by failing to inform the Bank in a timely manner at the time they knew of the practices;
- d. Pursuant to the Bank's Anti- Corruption Guidelines and in accordance with the Bank's prevailing sanctions policies and procedures, may sanction a firm or individual, either indefinitely or for a stated period of time, including by publicly declaring such firm or individual ineligible (i) to be awarded or otherwise benefit from a Bank-financed contract,

financially or in any other manner;¹ (ii) to be a nominated² sub-contractor, consultant, manufacturer or supplier, or service provider of an otherwise eligible firm being awarded a Bank-financed contract; and (iii) to receive the proceeds of any loan made by the Bank or otherwise to participate further in the preparation or implementation of any Bank-financed project;

- e. Requires that a clause be included in bidding/request for proposals documents and in contracts financed by a Bank loan, requiring (i) bidders (applicants/proposers), consultants, contractors, and suppliers, and their sub-contractors, sub-consultants, service providers, suppliers, agents personnel, permit the Bank to inspect³ all accounts, records and other documents relating to the procurement process, selection and/or contract execution,, and to have them audited by auditors appointed by the Bank.

¹ For the avoidance of doubt, a sanctioned party's ineligibility to be awarded a contract shall include, without limitation, (i) applying for pre-qualification, expressing interest in a consultancy, and bidding, either directly or as a nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider, in respect of such contract, and (ii) entering into an addendum or amendment introducing a material modification to any existing contract.

² A nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider (different names are used depending on the particular bidding document) is one which has been: (i) included by the bidder in its pre-qualification application or bid because it brings specific and critical experience and know-how that allow the bidder to meet the qualification requirements for the particular bid; or (ii) appointed by the Borrower.

³ Inspections in this context usually are investigative (i.e., forensic) in nature. They involve fact-finding activities undertaken by the Bank or persons appointed by the Bank to address specific matters related to investigations/audits, such as evaluating the veracity of an allegation of possible Fraud and Corruption, through the appropriate mechanisms. Such activity includes but is not limited to: accessing and examining a firm's or individual's financial records and information, and making copies thereof as relevant; accessing and examining any other documents, data and information (whether in hard copy or electronic format) deemed relevant for the investigation/audit, and making copies thereof as relevant; interviewing staff and other relevant individuals; performing physical inspections and site visits; and obtaining third party verification of information.