



9 May 2023

CALL FOR TENDER
Photo and Video services for the PES
Deadline for confirmation of participation – 16 May 2023
Deadline for submitting the requested documents – 25 May 2023

The **Party of European Socialists** (PES) is looking for a supplier for photo and video services. The PES would like to hire a company/agency/hub as a long-term partner to support the PES communications team in recording videos, taking pictures, editing or recording sound, editing and producing animated and featured films, supporting livestream for the PES events, activities, meetings, missions etc.

The PES is the second biggest European political party, bringing together 32 full member parties from all EU countries and Norway. We have associated and observer members from Europe and beyond. The PES is represented in the European Parliament by the Group of the Progressive Alliance of Socialists & Democrats. For more details visit www.pes.eu. The PES is organising events to promote its policies in different European countries and is having its congress or council once a year in one of the EU Member countries.

The purpose of this tender is to provide the Party of European Socialists (henceforth “the PES”) with photographic and video coverage for events, and with featured content for thematic political campaigns and election campaigns.

The candidates should provide the PES with fully equipped photographers and videographers, sound- and video editors on request, to deliver selections of pictures and edited draft or fully ready videos with subsequent rounds of corrections within respective deadlines for each event/meeting/mission or PES activity.

The potential partner should agree to land all usage rights of the produced photos, videos, sound elements to the PES.

The provider is expected to produce detailed quotes with all the services included in the price for every assignment, ahead of the provision of the service and the corresponding bills are expected shortly after the provision of the service.

For this tender, the PES requires price ranges for one hour, half a day, and a full day of one photographer’s work, for one hour, half a day, and a full day of one videographer’s work, for editing work, as well as for the cameras, tripods, audio recording material, lighting and other equipment, such as drones, including all permits, transportation, and expenses (see table - APENDIX 2).

The PES requires availability from the photographer(s), and the videographer(s) for editing and corrections or a valid alternative proposed by the provider
The PES demands priority from the provider in its line of service and availability to respond to requests during work days and weekends, as well as to be able to deliver the requested services within a margin of 3 days.

REQUIREMENTS:

Companies, agencies, or hubs that would like to participate in this tender should:

1. Using photographers and camera man that are eligible to work in the European Union.
2. Based in a country from the European Union (an office or a representative in Belgium is an advantage).
3. Experienced in working for international clients and be able to provide English-speaking photographers, videographers, editors etc.
4. Should not have clients that conflict with the core values of the PES.

DRAFT TASKS DESCRIPTION:

The PES will expect the successful partner to:

1. Be able to take pictures, record videos, edit and delivery the ready product form PES events such as conferences, congresses, high level meetings etc. based on briefs, prepared by the PES communications team (PES Comms).
2. Be able to organise translations in to the four official EU languages, create subtitles for the films and video clips produced.
3. Be able to provide professional voice-over actors/speakers that can dub the produced videos in in to the four official EU languages.
4. The professionals involved in photo and video production should be able to travel outside of the regular working hours, during weekends and holidays, as many PES events are happening on such timing.

RULES AND CRITERIA:

Companies/Agencies/Hubs participating in this tender should provide the following:

1. Company description (PDF file up to three A4 pages) and reference experience.
2. Financial proposal (offer) according to **Annex 1** from this call for tender.
3. Links to videos or photo galleries made by the Companies/Agencies/Hubs.

The entries for the tender will be evaluated by the PES Comms team

Participants will be evaluated on a scale from 1 to 10 on the following criteria:

1. Quality of presented photos, videos , works and relevance – 10%
2. Prices according to ANNEX 1 of this call for tender – 70%.
3. Number of photographers, editors, camera and sound people available – 20%

DEADLINES:

Participants should **confirm participation** in the tender no later than 16 /05/ 2023 by sending a confirmation email to pes.communication@pes.eu and financedirector@pes.eu

Agencies should **submit their entries** no later than 25/05/2023

Agency **evaluations** will be completed by the PES team by 10/06/2023

Final results will be announced before 16/06/2023

For additional information, please contact pes.communication@pes.eu.

Brussels,
9 May 2023



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A N N E X - 1

Please provide the optimal prices for the following services/equipment

TASK/SERVICE	Price in €
Photographer 1 hour	
Photographer ½ day	
Photographer 1 day	
Photo editing ½ day	
Videographer 1 hour	
Videographer ½ day	
Videographer 1 day	
Video editing ½ day	
Video editing 1 day	
Photographic equipment	
Videographic equipment	
Sound equipment for interview with 1 person	
Lighting for interview with 1 person	
Drone 1 day	
2D Animation per second	
3D Animation per second	

Note: The prices offer above would be used for a period of 4 years and any additional changes during the period must be

Participant:

Signature:

Date: