



Securities and Exchange Commission of Pakistan

63-NIC Building, Blue Area, Islamabad
(Administration Department)

Subject Services required for Production of Short Film

The SECP intends to hire the services for Production of a Short Film as per requirement/Terms of References given at “Annex –A”

Terms and Conditions:

- **Price quoted** should be in line with the requirement outlined in Annex –A.
- **Prices must** be inclusive of all taxes applicable by government of Pakistan and relevant copies of NTN and GST certificates must be attached with the quotation.
- Clarification if any on the requirements may also be obtained by sending an email to ubaidullah.khalid@secp.gov.pk
- **Delivery:** 20 days after issuance of PO.
- **Quotation Validity** Minimum 90 days from the quoted date.

SECP reserves the right to cancel this purchase at any stage of the procurement process.

If you are interested, please submit sealed quotation for the above item to the undersigned SECP, 63-NIC Building, Jinnah Avenue, Blue Area, Islamabad.

With best regards,

M. Ubaidullah Khalid
Deputy Director (Admin)

Terms of Reference (TORs)

Short Film:

SECP issues various investor alerts and guidelines for the investors of capital market, mutual funds and insurance sector. The service provider will have to develop a short film based on dialogue between a few characters exhibiting the benefits of investing in Insurance products regulated by SECP.

Deliverables:

The required features of the deliverables will be as follows:

- Duration of a Short Film (post production): 2 to 3 Minutes
- Nature: Shoot based Short Film
- Language/ Script: Urdu, Punjabi, Pashtu and Sindhi Languages
- Actors and Different Characters: Yes – up to 8
- Background Music: Yes
- Project time: 7 Days
- Must be shot on RED, ARRI, ALEXA or any other equally professional film camera.
- The service provider should do color grading on industry color grading software. The short film (approximately 2-3 minutes) must be shot in flat profile to later be color graded.
- Additional versions/edits of shorter lengths will also be provided by the service provider as per the requirement of SECP.
- It must be shot in 4K frame size.
- Complete postproduction with latest software with sound dubbing on 5.1 channel along with graphics and animations.

The service provider will be responsible for all cost pertaining to pre and postproduction issues.