

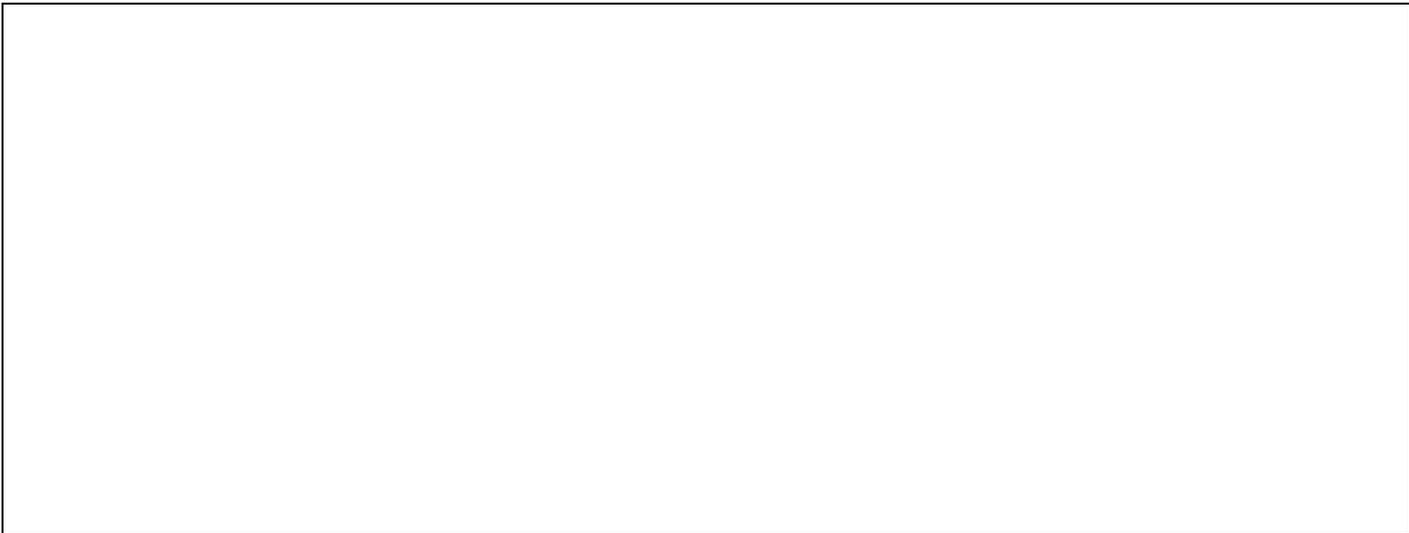
WATER AND SANITATION SERVICES PESHAWAR (WSSP)

MINUTES OF Pre-Meeting held between WSSP & Bidders

Date:	24-10-2019	Time:	2:30PM
Venue:	Media Section of "WSSP" Head Office	Chair:	Manager Media
Attendance	Blimp, WQ Software, Mir Traders, Glow max Intl, 37 th Production, Pearl Encoder Pvt Ltd		
Agenda	Pre-bid meeting of Vlogging		

DETAILS / DECISION

1. Vlog must highlight services and achievements of WSSP. The vlogs must involve prominent and professional Vloggers.
2. There is no limit of duration provided that the vlog must be comprehensive and of high quality.
3. Pitch story-line will be shared with WSSP prior production and its subsequent approval
4. WSSP can also share ideas and pitch ideas for Vlogs as per requirements.
5. WSSP's media section will play assist the successful bidder when and where needed.
6. The bidder will have to provide detailed work plan on basis of which they will qualify for the bid.
7. No compromise shall be made on quality, and low quality Vlogs must be reproduce.
8. The successful bidder if failed to achieve the time line which is four weeks after award of release order no payments will be paid.
9. Total number of Vlogs will be communicated to successful bidder. Total number of Vlogs will depend upon total budget head reserved for the activity.
10. The bidder whose plan of high standard will be called for financial bid. The bidder will not mention his or his company name on vlogs.
11. Some of the Vlogs must have prominent vlogger--- must have prominent face with number of followers on social media.
12. The successful bidder will be bound to work within stipulated time.
13. Vlogs will be produced in Dramatize format, narrative format with activity being presented in it, documentary style. NoC for Drone if needed will be provided by WSSP.



The Meeting was ended with the note of Thanks.