



## REQUEST FOR PROPORSALS

### Professional Services: Photographic and locations scout services for Durban Film Office Film Locations Data Base.

**Contract No: 7G-20144**

The online locations data base requires update images from time to time, and the purpose of this RFP, is to procure the services of a professional team to identify and capture potential film location images within eThekweni Municipality for the purposes of updating the current offering.

The Durban Film Office (DFO,) in the Municipality's Economic Development and Investment Promotion Unit invites proposals from experience service providers with relevant and sufficient capacity to provide to provide high-quality still photographs in digital format. Each image set should be depicted at different times of the day and from different angles. The service provider must be able to deliver within four weeks from the day of appointment.

Interested service providers can collect the Terms of Reference documents which outlines the requirements for this proposal from the Economic Development & Investment Promotion Unit offices (DFO) on the 11th Floor, Rennies House 41 Margaret Mncadi Avenue (Victoria Embankment), during work days between 8:00 and 16:00.

**Sealed proposals (including all required documentation) are to be hand delivered at the Durban Film office, Rennies House, 11th Floor, 41 Margaret Mncadi Avenue (Victoria Embankment), Durban.**

The closing date for submissions of proposals is **no later than 12h00, Monday 13 June 2016 Thursday 24 March 2016.**

For further enquiries contact **Nosipho Hlophe** on **031 311 4243** or email [Nosipho.hlophe@durban.gov.za](mailto:Nosipho.hlophe@durban.gov.za). **Late submission will not be considered.**