



Request for proposal:
Remote video production
2022-2024

VERSION 1.0 / 4 JANUARY 2022

1. Introduction

World Archery is the international governing body for the sport of archery. Its mission is to promote and regulate archery worldwide, developing the sport with over 160 member associations through international events, development initiatives and marketing and endorsed by the International Olympic Committee, International Paralympic Committee and International World Games Association, among others.

Among its competitions and championships is the Hyundai Archery World Cup – held in five venues each year around the world – and world championships.

World Archery is a forward-thinking and innovative organisation and therefore wants to work in partnership with a selected company to set a new media standard in the sport, bringing the world of archery to life across channels in more effective, fresh, engaging and dynamic ways. We want to invigorate and grow the sport, developing a more contemporary face, wider appeal and inspire greater participation.

World Archery invites interested Companies to tender for the news and programme distribution of the Hyundai Archery World Cup from 2022 to 2024, plus world championships during that period and other world ranking events.

1.1 Goals

Video of World Archery events is used to attract members of the public to the sport, showcase international events to the sport's fans and provide exposure for the organisation's sponsors.

To achieve these goals, World Archery produces coverage that meets the following objectives:

- High-quality images and editing
- Showcases the emotion and excitement of the sport
- Showcases the competitors
- Captures the challenge and story of the sport
- Engages the public
- Provides values to sponsors
- Provides values to event location

1.2 Remote production partner

This proposal process is to select a remote production partner for the period 2022-2024, who will be responsible for receiving a clean feed contribution from international archery events, adding commentary, graphics, play-out and editorial direction and coordinating distribution to internal and external rightsholders.

This request uses four key pieces of terminology:

- **World feed remote production** – the process of turning a received on-site contribution from an event into a complete world feed ready for broadcast.

- **On-site feed production** – a complete camera and ambient audio mix, which is sent from the venue and is then used by an off-site facility to create the world feed.
- **Contribution distribution** – the pathway of sending a video signal from the venue to the off-site facility.
- **World feed distribution** – the pathway of sending a video signal from the off-site facility to broadcasters and other platforms.

This request for proposal is to provide the world feed remote production, coordination of the contribution and world feed distribution **(A)**, distribution booking **(B)** and optionally coordination of the on-site feed production **(C)**.

2. Events

For broadcast purposes, events are organised into a three-tier system, with the highest tier (one star) including all events on the Hyundai Archery World Cup circuit and the World Archery Championships, the middle tier (two star) including continental championships and secondary world championships, and the bottom tier (three star) including world ranking events.

- World Archery is responsible for the world feed remote production, on-site production and distribution (via satellite or fibre) elements of **one-star events**.
- World Archery is responsible for the world feed remote production and distribution (via IP or satellite) of **two-star events** and coordinates on-site production, which is the responsibility of the organiser.
- World Archery is the exclusive rightsholder of **three-star events**, responsible only for remote production for internal distribution (streaming) and news distribution.

There is an average of five one-star events, three two-star events and 10-12 three-star events per year.

2.1 Calendar

The calendar of one- and two-star events in 2022 is as follows:

Hyundai Archery World Cup stage 1	1 star	Antalya, Turkey	13-24 April
Hyundai Archery World Cup stage 2	1 star	Gwangju, Korea	21-22 May
Hyundai Archery World Cup stage 3	1 star	Paris, France	25-26 June
Hyundai Archery World Cup stage 4	1 star	Medellin, Colombia	23-24 July
Hyundai Archery World Cup Final	1 star	TBC	September
European Championships	2 star	Munich, Germany	11-12 June
World Archery Field Championships	2 star	Yankton, USA	8-9 October
Pan American Championships	2 star	Santiago, Chile	5-6 Nov

Each one and two-star events include approximately 10 hours of live broadcast, split into four sessions, two per day on the weekend.

The draft transmission list for 2022 is available here for reference:

<https://archy.re/TX2022>

3. Output and production

World Archery is committed to using a remote production model in which a local host broadcast provider delivers a produced clean feed to a remote studio facility or MCR.

At this facility, the contribution is completed, then distributed as a world feed with English commentary and graphics, edited for VOD use, and used to produce highlights and news content.

The following sections detail the per-event content output, the remote production requirements, distribution arrangement requirements and the on-site producer requirements.

3.1 Event content

The following information is included as a guide.

Type	One star	Two star	Three star
Live (satellite)	10 hours 4 sessions		
Live (IP)	10 hours 4 sessions	10 hours 4 sessions	
Live (VOD)	Clipped content Session +2 hours	Clipped content Session +2 hours	Clipped content Session +2 hours
Highlights	2 x 26 minutes Event +4 days	2 x 26 minutes Event +4 days	
News	4 x 5 minutes Session +1 hour	4 x 5 minutes Session +1 hour	1 x 5 minutes Event +2 hours

Live coverage is distributed as a world feed with English graphics, ambient sound and English commentary on separate audio tracks.

Highlights are delivered complete with English graphics and both international and English commentary versions, plus script.

News items are distributed with English graphics, no commentary and accompanying log/specification sheet.

An example of output is available here:

<https://drive.google.com/drive/u/0/folders/1ROp0Uy00aVL3hAavYGuuqcs05V2ir25K>

3.2 Remote production

The production standard is high definition **1080i50**.

Item	One star	Two star	Three star
Live transmission time	Two days 10 hours (approx)	Two days 10 hours (approx)	Half day 1 hour (approx.)
Signal availability	Satellite	IP point-to-point	RTMP
Output	World feed via satellite	World feed via satellite or IP	Complete feed for internal streaming
Minimum staff	Producer, engineer, graphic operator, vision/sound mixer, editors	Producer, engineer, graphic operator, vision/sound mixer, editors	Producer/editor, vision/sound mix, graphic operator
Feed requirements	Video asset playout, live delays (replay?), graphics	Video asset playout, live delays (replay?), graphics	Video asset playout, graphics
Commentary	Added at MCR	Added at MCR	Added remotely
Live edit	VOD clipping	VOD clipping	VOD clipping
News	4 x 5 minutes Session +1 hour	4 x 5 minutes Session +1 hour	1 x 5 minutes Event +2 hours
Highlights	2 x 26 minutes EN + international Event +3 days	2 x 26 minutes EN + international Event +3 days	

Facility, equipment and training for **broadcast graphics** will be provided by World Archery.

As editorial lead in the MCR, the world feed producer is expected to contribute to the narratives of the season, participate in editorial and production meetings, and educate storytelling from the start to the end of each season.

3.3 Distribution

The remote production facility is expected to be responsible for coordination of live delivery, including securing satellites, provision of details to distribution staff, confirming live transmissions and dealing with any rightsholder issues during transmission.

Transmission requirements are as follows. (Subject to change.)

Path	One star	Two star	Three star
Contribution (venue to MCR)	SNG and satellite path	SNG and satellite path or IP if applicable	
Distribution (MCR to takers)	Satellite path to BT Tower, European and Asian satellites	Satellite path to BT Tower, European and Asian satellites	
Internal (MCR to World Archery)	RTMP or online platform (Grabyo or similar)	RTMP or online platform (Grabyo or similar)	RTMP or online platform (Grabyo or similar)

3.4 On-site producer requirements

World Archery is committed to using local broadcast providers and staff coordinated by a single on-site producer. The provision of outside broadcast vans or equipment that are not sourced locally will not be considered.

The on-site producer, who reports to the world feed producer in the MCR, is responsible for ensuring the contribution meets the requirements for the world feed, the production complies with the federation’s specifications while implementing venue-specific innovation where appropriate, and that the vision mixing adheres to archery’s standard storyline and camera narratives.

It is not mandatory to include provision of an on-site producer in any proposal.

Path	One star	Two star	Three star
Facility	10-12 camera OB	8 camera OB	4-6 camera OB
Responsibilities	<p>Pre event: Sourcing and booking of facility against budget (agreement with World Archery)</p> <p>At event: Coordination and oversight of facility, editorial lead, live producer, contact with MCR producer</p> <p>Post event: Approval of edit programming (highlights), consolidation of payments</p>	<p>Pre event: Support organiser with booking of facility.</p> <p>At event: Editorial lead, live producer, contact with MCR</p> <p>Post event: Approval of edit programming (highlights)</p>	<p>Pre event: Support organiser.</p>

As editorial lead at events, the on-site producer is expected to contribute to the narratives of the season, participate in editorial and production meetings, and educate storytelling from the start to the end of each season.

No on-site specification is provided.

4. Proposal requirements

World Archery is requesting a proposal that covers the following.

A – Remote production facility and content delivery

- Provision of facility and staffing to receive an on-site contribution and deliver a world feed from World Archery's schedule of one- and two-star events from 2022 to 2024.
- Provision of facility and staffing to produce simple internal streaming of World Archery's three-star events from 2022-2024.
- Dedicated key staff including world feed producer and edit responsible.
- Deliver VOD, highlights and news edits as required.
- Active lead in storytelling and the editorial coverage of the sport.
- Coordinate reception and delivery of signals, and ensure transmission to takers.
- Attitude of innovation, proposals to improve the world feed product.
- Approach that values quality, consistency and intelligent deployment of budgets.

Any response should include:

- Details of company's experience with other sports or events including key metrics.
- Details of company's infrastructure.
- Details of proposed personnel.
- Cost breakdown.

B – Signal distribution

- Booking satellites and SNGs (where required) or other means (fibre, IP point-to-point) for the contribution feed and distribution of the world feed from all events.
- Distributing and delivering satellite details to takers (alongside distribution staff).
- Working with MCR to ensure transmission.

Any response should include:

- Expected budget for 2022 season, including:
 - o Cost of distribution per event per hour
 - o Cost of SNGs.
- Cost per hour for distribution, which will be fixed.
- Cost per hour for internal delivery.

C – On-site producer (optional)

- Source or support the booking of facilities for events.
- Liaise between event staff and facility provider to ensure delivery.
- Travel to events and act as live producer, coordinating the facility at the venue, ensuring quality and standards.
- Active lead in storytelling and editorial coverage of the sport.

Any response should include:

- Details of company's experience with other sports or events.
- Detail of proposed personnel.

5. Proposal details

5.1 Financial

The proposal must be submitted in **Swiss Francs (CHF)**.

The detailed budget and summary must include a breakdown of costs for:

- Remote production resources per event and per day for a one/two-star event.
- Remote production resources per half day and per day for a three-star event.
- VOD production per event.
- Highlights production per event.
- News production per event.
- Satellite per hour, if applicable.
- Any other expected expenses.
- Company fee.

5.2 Performance

World Archery will work with the appointed company to set key performance indicators. These will be agreed no more than one month after appointment and will be reviewed monthly.

5.3 Insurance

The company will be responsible for adequate insurance for all personnel, including medical and workers compensation, and all equipment provided by the company. It will also maintain adequate public liability insurance.

5.4 Health and safety

The company will be responsible for the health and safety of all personnel engaged by the company in the fulfillment of the contract.

5.5 Ownership and rights

World Archery remains the owner of all copyright and other intellectual property rights in all documentation, programming and all other material produced by or on behalf of World Archery by the company for the purposes of performing its obligations including, without limitation, all recorded materials, formats, scripts, designs, treatments and the benefit of any third party clearances or permissions.

All content produced by the company must be provided to World Archery with licences fully cleared by the company (at its cost) for the exploitation by or with the approval of World Archery throughout the world in any all media in perpetuity.

5.6 Deadline and proposal delivery

The deadline for delivery of a proposal is 5pm CET on Tuesday 25 January 2022.

Reponses are to be delivered by email to:

- **Chris Wells**, cwells@archery.sport
World Archery head of communications
- **Denis Harvey**, [dharvey@leadingedgetv.co.nz](mailto:धारवेय@leadingedgetv.co.nz)
Broadcast consultant

5.7 Evaluation

Each proposal will be given due consideration. World Archery reserves the right to request a meeting (remote) for clarification or to aid in decision making.

Responses will be evaluated on the following criteria:

- Detail provided against proposal requirements
- Alignment and understanding of World Archery
- Company, key experience and cultural fit
- Innovation and creativity
- Cost and value

5.8 Questions

Should be directed to the contacts in 5.6.