

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. A001		3. EFFECTIVE DATE October 27, 2016		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY Contracting Officer American Embassy Dhaka, Bangladesh		7. ADMINISTERED BY (If other than Item 6) Contracting Officer American Embassy Dhaka, Bangladesh	
8. NAME AND ADDRESS OF CONTRACTOR (NO., street, city, county, State, and ZIP Code)		9a. AMENDMENT OF SOLICITATION NO. X SBG30017Q0005		9b. DATED (SEE ITEM 11) X October 20, 2016	
		10a. MODIFICATION OF CONTRACT/ORDER NO.		10b. DATED (SEE ITEM 13)	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<p><input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended</p> <p>Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>					
12. ACCOUNTING AND APPROPRIATION DATA (If required)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)					
The solicitation # SBG30017Q0005 is hereby amended as follows:					
Scope of work has been revised. Now the Performance Work Statement shall read as attached.					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME OF CONTRACTING OFFICER Jennifer Garcia - Contracting Officer		
15B. NAME OF CONTRACTOR/OFFEROR BY _____ (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA BY  (Signature of Contracting Officer)	
				16C. DATE SIGNED 10/27/16	

ATTACHMENT 1
PERFORMANCE WORK STATEMENT (PWS)

U.S. Embassy Dhaka has a requirement for a completed video production that will feature alumni, prominent Bangladeshis, and Bangladeshi youth celebrating the U.S.-Bangladesh partnership and our Facebook page reaching 4 million followers. It will be posted on the U.S. Embassy Dhaka Facebook page.

The video must feature cross- cultural experiences, including that of prominent alumni from U.S. Embassy Dhaka exchange programs and showcase popular sports, heritage, and other cultural aspects of Bangladesh to create a connection with the local audience. The final product must be delivered no later than four weeks from the date of contract award.

The vendor will:

1. Create Audio/Visual content with the central theme of the Embassy Facebook page reaching the “4 million fans” milestone. The duration of the video will be 90 seconds to 2 minutes.
2. Create a 30 second cut version of the video
3. Conduct research and identify at least 5-6 appropriate participants from among popular celebrities of Bangladesh such as young musicians, rappers, national team cricketers, actors or models to induce greater engagement of Facebook fans. Vendor must be able to contact and engage celebrities without the assistance of the U.S. Embassy.
4. Provide a detailed proposal, story board and possible participant list for the project and obtain approval from the Contracting Officer’s Representative before proceeding with the filming.
5. Develop a script for the video, write and compose jingles/music, choreograph dance skits, and design graphics for the project as required. The script, music, graphics, and choreography must be approved by the Contracting Officer’s Representative.
6. Include a segment with the Public Affairs staff dancing. Vendor will provide a professional choreographer to assist Embassy staff in learning the dance routines.
7. Select suitable locations to carry out filming in the project areas and ensure all appropriate permissions are obtained.
8. Ensure that all content (video footage, music and script) used for the video is ORIGINAL and created SOLELY for this project.
9. To do the video shooting, 4 to 5 spots shall be selected from within Dhaka and outskirts of Dhaka. At least one of the locations should portray heritage site in Bangladesh and another one should have a countryside view of Bangladesh.
10. Provide all necessary supplies and equipment and complete logistics support for transportation of items and participants for the video.
11. Supervise the entire production process and ensure superior quality in terms of workmanship, equipment, video and audio quality, and performance of the participants for a professionally crafted video production.
12. Incorporate feedback and suggested edits from the Contracting Officer’s Representative on the raw video content and edit accordingly.
13. Coordinate with the Contracting Officer’s Representative to ensure that all filming locations and participants are in accordance with Embassy security policies.
14. The video will be showcased in selective TV channels, YouTube and Facebook.
15. The final production must be delivered in High Definition video 1080p in MP4 format.
16. The produced video will be solely used by U.S EMBASSY DHAKA and under no circumstances may be reproduced without explicit authorization from U.S EMBASSY DHAKA
17. Deliver the finished product no later than four weeks after the date of contract award.