




TO:	All Bidders	FROM:	Olga Polonskaya Procurement Officer, Procurement Services Section
DATE:	25 June 2025	REF.:	RFQ No. 2025- 0078/POLONSKAYA 
EMAIL:	n/a	EMAIL:	procurement@ctbto.org
SUBJECT:	Questions and clarifications to RFQ 2025-0078 Video Filming Services for On-Site Inspection E-Learning Modules		

Dear Bidders,

Reference is made to the Request for Quotation No. 2025-0078/POLONSKAYA: Video Filming Services for On-Site Inspection E-Learning Modules (the “RFQ”).

Further, please find attached **Clarifications No. 2** to the questions raised by interested Bidders in respect to the above-mentioned RFQ.

The attached Clarifications No.2 is an integral part of the RFQ documents and shall be considered in the preparation and submission of quotations.

We are looking forward to receiving your proposal prior to the submission deadline of **30 June 2025, 17:00 hours**, Vienna (Austria) local time.

Sincerely,



Olga Polonskaya
Procurement Officer, Procurement Services Section

Attachments

Clarifications No. 2

Clarifications#2 to questions received from potential bidders for

RFQ 2025-0078 Video Production for 2025 OSI E-Learning

Question Set [23 June 2025]	
1.Is there an approximate date/month the filming will take place, and how much gap between the 2 shoots?	Please refer to the TOR for the approximate timelines project activities will take place after contract signature.
2.Are there special conditions on site that require special equipment (extra lights if filming in tunnels, for example)?	Filming in tunnels is not currently planned for this set of models. Some green screen footage may be required. CTBTO has a green screen and video lighting available. However, the contractor should be equipped with the set of equipment as specified in TOR.