

Atlantic Indoor Association

Request for Proposals (RFP) for 2012 AIA Videos

Proposals due: January 31, 2012

The Atlantic Indoor Association is now soliciting bids to produce and market the 2012 AIA Championship Videos. This video will act as the official documentation for AIA Championships, where it will be sold and distributed. The most desirable bidder will be able to accommodate the following:

Work with the Championships Logistics Committee to design the format which should include:

- To digitally record the entire event, utilizing multiple cameras during all prelims competitions and all finals competitions. This will involve concurrent events at multiple sites.
- No recording fee is required, nor is any minimum number of orders.
- Each unit in attendance will receive one complimentary DVD of its performance, to be made available within 1 hour of the unit's performance.
- DVDs of individual performances will be available for sale on the day of each event.
- Post produced DVDs for sale at the event will include Full Percussion Prelims Competitions, Full Colorguard Prelims Competitions, Full Percussion Finals Competitions, and Full Colorguard Finals Competitions.
- All post-produced media will include custom artwork and DVD menus. Each group's performance will be individually accessible through separate chapters on the DVD.
- All full day performance orders will include entirety of the day's events, i.e. all competition and exhibition performances, as well as awards ceremonies.
- Orders may be placed at or after the event via order form, internet, email, mail, or telephone; acceptable forms of payment are cash, check, Money Order, or credit card.
- All orders and their payments will be processed by representatives of the video company.
- Orders will be shipped to individual purchasers with 6-8 weeks of the placement of the order. In the event that the media is not sent within the specified time period, a refund at the rate of 20% per week will be issued with the media.
- The video company abides by and meets all licensing, duplication, and copyright fees and laws.
- All products include a 100% satisfaction guarantee. If the customer is not satisfied, he/she has the option of a full refund or replacement of the product. Notification must be made within 30 days of the customer's receipt of the media. All replacements of event media are covered at no additional cost to the purchaser.
- A master copy of the entire weekend's performance will be provided to A.I.A. for the benefit of the judges' training program.
- Each Board Member and will receive one (1) complimentary copy of the entire weekend's performances (approximately 12 copies).

AIA will not accept monetary donations or any percentage from the sale of DVD's or video. Any contributions towards the circuit should be applied in the form of direct discounted pricing to the retail cost of the produced DVD's. We would like to pass on any proceeds to the circuit in the form of a discount to our participants.

Please submit your proposal to Michelle Leonard at michelle.leonard@atlanticindoor.org for review by January 31, 2012. Proposals will be reviewed by the Championships Logistics Committee and selected by February 15, 2012.