

Request for Tender (RFT):

2026 Business Awards - Photo Gallery & Video Production

Issue Date: 10 July 2026

Photo Gallery & Video Production

Event Details

- **Event:** 2026 Mount Gambier and Districts Business Awards
- **Date:** Friday, 6 November 2026
- **Venue:** Wulanda Recreation and Convention Centre
- **Attendance:** 400–600 Guests

Scope of Services

A. Photography Requirements

- **Arrivals & Media Wall:** Dedicated photographer at the Media Wall to capture high-quality portraits of all guests and VIPs upon entry.
- **Award Presentations:** Crisp, well-lit shots of every winner and sponsor on stage.
- **Winner Imagery:** Dedicated individual and group winner portraits (post-stage) for media release.
- **Atmosphere & Candid:** Coverage of the cocktail hour, dinner service, and room shots that highlight the scale of the Wulanda venue and guest interactions.

B. Videography & Post-Production

- **Event Coverage:** Multi-angle capture of key presentation moments, keynote speakers, and audience reactions.
- **Sizzle Reel (The "90-Second Edit"):** A high-energy, fast-paced edit optimized for social media (Instagram/Facebook/LinkedIn) to be delivered shortly after the event.

Key Deliverables

Deliverable	Format	Timeline
"Sneak Peek" Stills	15 high-res edited images of Award recipients	By 10:00 AM, 7 Nov 2026
90-Second Sizzle Reel	1080x1920 (Vertical) & 16:9	By 7 Nov 2026
Full Photo Gallery	Online Gallery (High & Web Res)	By 13 Nov 2026

*Preference for photographers who can provide an instant online gallery or same day digital delivery.

Submission Guidelines

Please ensure your proposal includes:

1. **Experience:** Examples of previous black-tie or large-scale awards gala coverage.
2. **Personnel:** Proposed team size (e.g., Photographers, Videographer) to ensure all areas are covered simultaneously.
3. **Technical Plan:** Brief note on how you will manage lighting for the Media Wall and Stage.
4. **Investment:** A flat-fee quote inclusive of all travel to Mount Gambier and post-production hours.

Submission Requirements & Evaluation

Tenderers must include:

- **Price:** Fixed price.
- **Concept:** Portfolio of previous work.

Submission Instructions

- **Tender Closing Date:** Friday 24 July 2026
- **Submissions:** Email to events@mountgambierchamber.com.au with the subject:

Tender Submission: 2026 Business Awards Photo Gallery & Video Production