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July 12, 2020

To: whom it may concern

Subject: Tender (RFP)

Scope of Work: To record, edit, and undertake all other activities required to produce 5 episodes of 30-min interviews with prominent Iranian community members in Edmonton, AB.

Pricing: Individual(s) or business(es) awarded with the contract (as per scope of work) will receive \$50 per episode, plus full re-imbusement of all material and/or equipment rentals/purchases upon submission of associated invoices/bills.

Remarks: All purchases and/or rentals deemed to be required for the project, MUST be submitted to IHSE treasurer prior to start of the project. Once all rental/purchase needs are approved by IHSE board of directors, project can start and there shall be no more additional costs added later to what is been already approved.

Time Table:

- Tender submission deadline July 21st, 2020
- Start of Project July 24th,2020.
- Expected time to impediment and deliver 5 episodes August 10th , 2020.

If interested, please contract info@ihse.ca or call (587) 635-1147 to obtain further details.

Sincerely,

Reza Akbari

On behalf of Iranian Heritage Society of Edmonton Board of Directors