Technical Consultant Requirement Specification

1. Objective

To engage an experienced Technical Consultant to perform a comprehensive review and assessment of the current broadcast technical architecture. The goal is to ensure the infrastructure is robust, scalable, cost-efficient, aligned with current and future business needs, and capable of supporting digital transformation and convergence across platforms.

2. Scope of Work

The consultant will:

Review the end-to-end broadcast architecture, including:

- Ingest
- Playout
- Transmission (Terrestrial, Satellite, OTT, etc.)
- Value Added Services
- Content management systems (CMS, MAM, DAM)
- IT infrastructure and networking
- Contribution & distribution systems
- Assess technology stack and interoperability across systems and platforms.
- Identify gaps, risks, legacy bottlenecks, and single points of failure.
- Evaluate compliance with industry standards (e.g.,DVB, IP-based workflows)
- Benchmark against industry best practices and future-proof design considerations
- Provide recommendations for improvements, upgrades, and operational efficiencies.
- Evaluate network design and technical efficiency considerations for both standalone (DTT, DTH, OTT) and hybrid/multi-platform service delivery models, providing the necessary technical inputs to support tariff and product framework development.
- Produce a detailed report with findings, technical diagrams, and actionable recommendations.

3. Deliverables

(i) Initial assessment report (within 3 months of engagement)
(ii) Final technical architecture review report (including executive summary, SWOT analysis, and roadmap)
(iii) Technical architecture diagrams (as-is and proposed)

(iv) Technical input into hybrid service enablement (DTT, DTH, OTT) including network design considerations, cost drivers, and efficiency opportunities to inform future tariff and commercial frameworks

(v) Presentation of findings to technical leadership

4. Required Qualifications

Minimum 10 years of experience in broadcast engineering and/or technical consultancy.

Deep understanding of broadcast systems, IP-based workflows, cloud architecture (AWS, Azure, etc.), and media standards.

Proven track record in reviewing or designing complex broadcast infrastructures.

Familiarity with broadcast automation, MCR, NOC operations, and disaster recovery planning.

Strong analytical, documentation, and communication skills.

Experience running and managing broadcast systems (DTH, OTT, DTT) is an advantage.

5. Timeline

Project Duration: 6 months

Kick-off: [1 September 2025]

Final Delivery: [28 February 2026]

6. Engagement Terms

Consultant may work remotely or onsite (as required).

Access to existing system documentation, teams, and facilities will be provided.

Confidentiality and NDAs will be required.

7. Evaluation Criteria

7.1. Functional Criteria

Functional Criteria	Description & Scoring	Weighting
1. Relevant Experience and Case Studies • Less than 10 years = Disqualified (fails mandatory requirement) • 10–12 years' relevant experience = 3 points (minimum acceptable) • 13–15 years' relevant experience = 7 points (good experience) • 16+ years' relevant experience = 10 points (extensive depth and breadth, ideally across multiple platforms including hybrid/multi-platform architectures) •	The bidder must demonstrate overall experience in broadcast engineering and technical consultancy, including review/design of DTT, DTH, and OTT systems, as well as exposure to hybrid or converged distribution models.	10%
2. Relevant Case Studies • No case studies = 0 • 1–2 relevant case studies = 3 points (minimum acceptable) • 3–4 strong, relevant case studies with measurable outcomes = 7 points (good track record) • 5 or more detailed, relevant case studies, including hybrid/multi-platform projects with demonstrable impact = 10 points (excellent track record) •	The bidder must provide documented case studies that illustrate successful delivery of broadcast technical architecture reviews or designs, highlighting measurable outcomes such as efficiency gains, risk mitigation, or hybrid service enablement (DTT, DTH, OTT).	10%
3. Technical Expertise and Industry Knowledge • No evidence = 0 • Acceptable expertise = 10 points • Good expertise = 18 points • Excellent expertise with cross-platform, hybrid design, and cloud integration = 25 points	Demonstrated expertise in broadcast engineering, IP-based workflows, cloud architecture, compliance with broadcast standards i.e. SMPTE and DVB. Also demonstrate disaster recovery planning expertise.	25%

4. Methodology and Approach • No or basic methodology with limited coverage of deliverables = <u>0 points</u> • Clear and structured methodology covering most deliverables = <u>25 points</u> • Comprehensive and innovative methodology addressing all deliverables, with strong alignment to best practices, hybrid/multi-platform efficiency, and provision of usable reporting/presentation templates = <u>35 points</u>	Focus on: **process, methods, and tools.** The bidder must provide a written proposal outlining the methodology and approach they will use to achieve the deliverables listed in Section 3. The proposal must be presented as a structured narrative supported, where appropriate, by diagrams, frameworks, or process flows. The methodology should clearly cover the following: a) Assessment Process – How the end-to-end broadcast architecture (ingest, playout, transmission, CMS, IT, contribution/distribution) will be reviewed and analysed. b) Gap & Risk Identification – How gaps, risks, legacy bottlenecks, and single points of failure will be identified, validated, and documented. c) Benchmarking & Standards Alignment – How compliance with broadcast standards, and IP-based workflows will be assessed and benchmarked against industry best practices. d) Future-Proofing & Hybrid Enablement – How technical recommendations will address scalability, efficiency, and enable hybrid service delivery models (DTT, DTH, OTT). e) Reporting & Documentation Approach – How the bidder will compile findings into deliverables (initial report, final report, technical diagrams), including the reporting structure, document format, and templates that will be used during the project. f) Presentation & Communication Approach – How information will be communicated to Sentech during the project (e.g., interim updates, executive summaries), including the provision of presentation templates, technical diagram formats, and reporting templates that Sentech's technical leadership can utilise beyond the project. Note: this does not refer to the bidder's presentation of their proposal to the evaluation committee, but to the tools and templates they will develop for project use.	35%

5. Project Plan and Deliverables • No project plan = 0 • Basic plan = 10 • Good plan = 15 • Excellent, actionable plan with clear milestones, risk mitigations, and delivery schedule = 20 •	Focus on: **execution, sequencing, and timelines.** Submission of a detailed project plan covering timelines, resources, tasks, and deliverables as per the scope of work, including technical inputs for hybrid network design efficiency (DTT, DTH, OTT).	20%
TOTAL		100%

7.2. Minimum Score to Qualify (applicable to Functional Criteria)

Minimum Score to Qualify for Further Evaluation	• Bidders must achieve a minimum overall functional score of 70% (70 out of 100 points)

7.3. Pricing

Bidders are required to submit a fixed monthly cost for the duration of the contract (6 months). Pricing must:

(i) Be expressed as a single, all-inclusive monthly amount (covering professional fees, travel, subsistence, and any other project-related costs).
(ii) Remain fixed and firm for the full contract period (no escalation or additional charges).
(iii) Be clearly presented in both figures and words in the proposal.