

Specifications for the appointment of a Service Provider to provide Livestreaming Platform Software and License to the QCTO Marketing and Communication Unit for a Period of 24 Months

1. Project Overview

The QCTO Marketing and Communication Unit seeks to procure a livestreaming platform software subscription for a duration of 24 months. This platform will support livestreaming from MS Teams meetings and webinars directly to Facebook, YouTube, and Instagram.

2. Project Objectives

- To secure a livestreaming platform subscription that includes live streaming and recording as built-in features, enabling real-time recording, sharing, and saving of meetings and events.
- The livestreaming platform should support multistreaming across Facebook, YouTube, and Instagram.

3. Project Scope

The appointed service provider will be responsible for:

- Supplying and installing (if applicable) the livestreaming software/platform with a license validity of 24 months.
- Providing 3 concurrent user licenses for the livestreaming platform.
- Providing comprehensive training on the software/platform usage, which may be conducted virtually or in person. Training should include:
 - Overview of the software/platform and its key features relevant to QCTO's needs.
 - Practical guidance and troubleshooting support.
 - Training materials such as user guides and tutorials.
 - A training schedule to be agreed upon and conducted within the first 3 months of the contract.
 - Post-training support for 3 months, including follow-up Q&A or refresher sessions.

4. Contact Information

- For any questions or clarifications, please contact Mr. Skheto Makgarengi at Makgarengi.s@qcto.org.za.