

## **TECHNICAL SPECIFICATIONS FOR THE CONTRACTING OF THE COMPREHENSIVE PRODUCTION SERVICE FOR THE 3CAT CORRESPONDENT'S OFFICE IN BERLIN, GERMANY**

**FILE NO. 2607OB02**

### **1. PURPOSE AND CHARACTERISTICS OF THE SERVICE**

The purpose of this process is the contracting by the Corporació Catalana de Mitjans Audiovisuals, S.A. (hereinafter CCMASA) of the comprehensive production service for the correspondent's office in Berlin, Germany, from where service will be provided throughout the territory of Germany and nearby European countries.

This set of technical specifications specifies the basic characteristics that must govern the service, without prejudice to the peculiarities or specifications that may be specified in some procurements.

#### **1.1. Main characteristics of the service**

**Comprehensive, unlimited recording and editing services** for one person with a vehicle, own communication with mobile phone with internet and technical equipment for recording, editing, archiving and sending news, images and audio as well as any live internet system (videoconferencing or similar).

**Unlimited broadcast service of personalised live broadcasts with views of the city of Berlin.** Play-out service from the correspondent's offices and the territory covered by the correspondent. Bespoke broadcast live services from outside the correspondent's office with a 5G backpack.

On-site **production and fixer services** for the necessary arrangements for the production of news, images and audios, translation, contacts, and tasks of the CCMA, S.A. correspondent's office.

**Workspace** for our correspondent. Space prepared for the normal development of the journalistic work of our 3Cat correspondent from CCMA, S.A.

**Connectivity** via the internet with the ability to send and receive images, audio and live signals. Connectivity that covers all communications from IT equipment to correspondence and travel. Via FTTH at headquarters and 5G outside.

**Capacity to offer extra services** excluded from the fixed service price, but necessary for the production of news or other services for CCMA S.A. media.

#### **1.2. General conditions in the geographical area**

The main territory of the correspondent's office is Germany. The team must be prepared to travel at any time and in any territory within the scope of the correspondent's office, Germany, and surrounding countries, mainly in Europe.

The workplace will be located in the city of Berlin.

The metropolitan area of the correspondent's office will be considered to be a radius of 50 km around the correspondent's office and including the distance to international airports.

For travel outside the delimited area of Berlin, meal and/or transport expenses will be reimbursed upon presentation of the corresponding receipts, indicating the place and reason for the recording or work.

In the event that a member is unable to travel, the successful bidder must find a professional in the area who meets the same conditions and guarantees as the main team. The successful bidder will also guarantee the corresponding permits and accreditations for each area.

### **1.3 Calculation of the day and transport in the delimited area of Berlin**

The call for proposals and the calculation of time will begin and end at the usual place of work of the CCMA, S.A. correspondent in Berlin or at the hotel where he/she is staying if he/she is travelling with this or another team determined by CCMA, S.A.

The team must be prepared to travel at any time within the area of the correspondent's office.

There will be no additional cost for working on weekends, inter-week holidays or overnight.

## **2. COMPREHENSIVE PRODUCTION SERVICE FOR THE CORRESPONDENT'S OFFICE**

### **2.1. Characteristics**

Coverage: every day of the year.

The provider must be able to guarantee the service with the necessary resources 365 days a year, 24 hours a day, 7 days a week, including holidays and weekends.

Recording-editing and live services and local production and editing services must be provided separately.

### **2.2. Details of the successful bidder's service**

#### **2.2.1 Recording and editing service**

Recording, editing in professional editing systems and sending of news or images and audio via link or internet, in accordance with the procedure to be defined in advance by the CCMA, S. A.

The successful bidder will also be responsible for the necessary conversion of image formats.

The sending of images, audios and files via the internet will be done according to the format required by the CCMA, S.A. at all times.

The minimum requirement for the video shall be Full HD 1080/50i format (interlaced, not progressive), MP4 H264 encoding with a bit rate of 10-20 Mbps and PCM audio at 48 kHz and, on demand, in 4K under the same conditions. Other formats will not be accepted, as they are not compatible with our system. The material will be sent to the FTP established by the CCMA.

The minimum requirement for radio audio must be the encoding format of 48 KHz sampling frequency, with 16 bits of resolution, in PCM WAV format, or in MP3 format of at least 128 Kbps.

Coding to the required format shall be the responsibility of the bidder.

Following the correspondent's journalistic criteria, he/she will assist in the image archive to facilitate its editing and will send them monthly to the Barcelona documentation department for safekeeping. The archive material will be sent to the FTP established by the CCMA for this purpose.

#### 2.2.2 Unlimited personalised live broadcast service with views of the city of Berlin and live service with 5G backpack from outside the correspondent's office

A "flat rate" live service is required for the TV correspondent, with views of the city, from the production company's facilities and near the workspace.

Likewise, outside of the correspondent's office, it must carry out the complete service of editing and executing live broadcasts with the correspondent or with the personnel designated by the CCMA, S. A., using the 5G device.

The video must be 1080/50i and must be encoded in H264 or H265 and encapsulated in an SRT streaming with a minimum of 10 Mbit/s to be able to send the content to the CCMA studios. The camera must be connected via Ethernet (cable) to the internet.

The bidder must guarantee broadcast quality audio and video conditions. The live position must be suitably lit and conditioned.

The service must include, at no additional cost, the return lines (IFB) and coordination and the corresponding professional earmuffs.

Likewise, it must facilitate and support live connections by videoconference via the internet or similar systems, with a mobile phone or computer.

#### 2.2.3 Local Production and Fixer Service

The production service will consist of assistance in obtaining permits and accreditations, assistance in travel management, assistance in implementing requested extra services, technical assistance in purchasing images, management of live broadcasts (if requested) and other requests.

The local fixer service consists of contact management, search (for interviews, advice, press conferences) for the news of the day or the production of news reports as well as translation services, if required by the correspondent.

### **2.3. Contact point**

The successful bidder will designate a contact person to receive and manage orders and must guarantee communications 24 hours a day, 365 days a year. This person must be reachable by mobile phone (24 hours x 365 days) and email.

### **2.4. Coverage outside the area of the correspondent's office**

In these cases, mileage expenses and other production expenses of the displaced team will be compensated, subject to approval, upon presentation of the corresponding receipts or invoices.

The time that teams spend on any of the meals of the day will not be counted as hours worked.

The successful bidder must guarantee that the team is covered through its own means with the necessary insurance in all territories considered at risk, if applicable.

### **2.5. Travel management**

The production service must manage the travel arrangements of the CCMA, S.A. team that usually provides service in the Berlin correspondent's office and, occasionally, for any team that, for reasons of the latest news, travels within the territorial scope of the correspondent's office.

Travel management must be done with the agency determined by CCMA, S.A. according to the protocols and travel policy that CCMA, S.A.'s production services will deliver to the successful bidder before the start of the service.

## **3. PERSONNEL**

The selection of professionals will be the domain of the bidding company, and the number and identity of staff may be freely changed, provided that the professionals meet the training and experience requirements that have guided the award decision. Their credentials must be submitted to CCMA, S.A. for the purposes of ensuring the quality of the contracted service. This team will be led at all times by the person responsible for acting as the coordinator/contact point as designated by the successful bidder, and will be responsible for its direction, supervision and management, acting as a liaison with the correspondent designated by CCMA, S.A. at all times and the service coordinator of CCMA, S.A.

The bidding company will be exclusively answerable for the services procured. The hiring of all members who form part of the service shall be the responsibility of the bidding company. CCMA, S.A. shall only be responsible for confirming the corresponding accreditations.

### **3.1. Recording and editing service**

The bidding company must present a professional camera operator/editor with experience in the news sector.

The operator who makes the recording must be the same as the one who performs the editing. **The successful bidder must assign the task of operator/editor to the same professional who made the videos submitted in this tender.**

The service must have a minimum of 3 years of experience in the last 5 years, in recording and editing news in the media or as an audiovisual producer.

The person assigned to the service must have technical knowledge of video, radio and digital:

- Recording with professional cameras with audio control.
- Lighting for stand-ups and interviews, editing with a professional editing system for news such as Adobe Premiere or Davinci (hot news concept and reports).
- Handling of the digital production line and image, video and audio formats and control of sending processes and file formats over the internet.
- Must be capable of making use of “5G backpack” transmission systems.

Confirmation of this knowledge must be provided.

The service must have a valid local or international driver's licence to drive the filming vehicles.

The operator proposed by the bidding company must be native or fluent in German as well as having knowledge of English and Catalan or Spanish.

The service must be able to count on technical assistance from the bidding company at all times.

The service must have the necessary documentation (residence and work permit or the corresponding visa) needed to obtain official press accreditations. The service undertakes, throughout the term of the contract, to monitor the administrative procedures for the renewal of any accreditations within the established time frames. Such accreditations are essential for gaining access to entities and events as required for monitoring the information.

CCMA, S.A. will provide documentation to the successful bidder so that the operator can obtain press accreditation with the German authorities. Both the successful bidder and the operator(s) undertake not to make improper use of this accreditation.

### **3.2. Local Production and Fixer Service**

The production service consists of:

- Coordination of personalised direct shipments and sending/receiving via the internet.



- Accreditations, search management, reception, recording and purchase of images and audio, digitalisation and administration of digital archives.
- Preparation of budgets prior to the correspondent's trips and request for hotels and tickets through the company tendered by CCMA, S.A. for this purpose.
- Advance payment of production costs and corresponding settlements.
- Management of permits, investigations and coordination with other productions or entities necessary for the correspondent.
- Other procedures such as: generation of statistical reports of the services required and produced by the correspondent, as well as procedures required before other entities, both private and official and administrative.

The local fixer service consists of:

- Contact management, search (for interviews, advice, press conferences) for the news of the day or the production of news reports.
- German translation assistance for 3cat correspondents or staff
- This service must be native and therefore fluent in spoken and written German and have knowledge of English or Catalan/Spanish.

Both services must be offered in person whenever the correspondent requires it and they must be available to travel.

The bidding company must present a local fixer service and a production service with experience in producing news in Germany in local media, of more than 3 years if native and more than 5 years if non-native. This will have to be accredited.

Both services must have a local driver's licence or a valid international driving permit to drive the filming vehicles.

The local fixer and production service must have the necessary documentation in advance to be able to be accredited before entities or events that the news coverage requires. CCMA, S.A. will provide documentation to the successful bidder so that the service can obtain press accreditation with the corresponding authorities. The successful bidder undertakes not to make improper use of this accreditation.

In the event of travel to any territory within the scope of the correspondent, the local fixer and production services must have the specific documentation and meet the requirements to obtain specific or temporary visas or valid visas.

In the event that the local fixer and/or production service cannot be moved there, the bidding company must provide an equivalent service under the same conditions as in the country of origin without incurring any additional costs to CCMA, S.A. beyond the usual production costs.

### **3.3. Other aspects**

#### **3.3.1. Protective equipment**

In the event that the news coverage requires it, both in the territory covered by the correspondent and abroad, the successful bidder will provide the necessary and appropriate approved personal protective equipment to its workers depending on the risks of the areas and events to be covered. The people must have received the necessary training and information to put the equipment on and use it correctly, to deal with eventualities during recordings considered risky or when travelling to conflict zones in the event that they occur. In these cases, the successful bidder must present the supporting documentation that it actually has the protective equipment.

#### **3.3.2. Insurance**

The successful bidder must also ensure that the work team under their charge is covered with the necessary insurance at all times and extend coverage to all work territories considered at risk.

The successful bidder must provide supporting documentation that they have taken out insurance with coverage in the countries in which they must provide the service and have the necessary coverage.

### **3.4. Extra Services**

Bidding companies must have the necessary capacity to offer the extra recording-editing services and live connections excluded from the price of the fixed service, but necessary for news production.

The bidder must offer the extra services available within a period of no more than 24 hours.

The bidding companies must offer these extra services according to the rates presented in their financial bid.

### **3.5. Billing**

The successful bidder will issue two invoices in euros each month, one for the monthly package and another for the contracted services and extra expenses.

The invoice for extra services must be detailed by date of performance and description of the service along with the supporting documentation (service request, receipt or invoice) that confirms the expense. In the event of not being presented in the manner indicated or without the corresponding documentation, CCMA, S.A. will reject the invoice.

In any case, expenses will not be reimbursed without the supporting documentation, nor will expenses that have not been previously approved by CCMA, S.A. be reimbursed.

## **4. TECHNICAL EQUIPMENT FOR FILMING AND EDITING**

### **4.1. Technical television and radio equipment**

The successful bidder must make available to the filming teams, filming and editing equipment consisting of a high-definition digital camera, a PC with a non-linear editing system to carry out the editing and portable non-linear editing equipment in the case of correspondent travel or special assignment by the CCMA, S.A.

At a minimum, they must have the following equipment:

#### **Filming equipment:**

A professional broadcast-quality camera, intended for ENG news production, with its corresponding tripod and monopod, that meets at least the following requirements:

- 3x 1/2" or larger sensor, or single sensor of equivalent size or larger (minimum 1"), with adequate performance in information environments.
- Minimum recording resolution Full HD 1920x1080 50i, with recording capacity in 4K UHD (3840x2160) on demand.
- Minimum internal recording 4:2:2 10 bit.
- Professional codec type XAVC-I, XAVC-L, AVC-Intra or broadcast equivalent.
- HD-SDI output with embedded audio.
- Two XLR audio inputs with phantom power and independent manual controls.
- Integrated optics or equivalent with minimum 17x optical zoom (preferably 20x or higher), optical stabiliser and independent manual focus, zoom and iris controls.
- Double card slot with possibility of simultaneous or relay recording.
- Compatibility with direct connection to live transmission systems via SDI or IP.
- Ergonomics and robustness suitable for intensive use in ENG.

Minimum associated accessories:

- Sufficient storage media to guarantee a minimum of 10 hours of HD recording per camera.
- Sufficient batteries and chargers to guarantee a minimum of 10 hours of operational autonomy.
- Player/monitor equipment compatible with the camera's recording media and format that allows immediate review of images and audio and video monitoring.
- Professional transport bags for all filming equipment.
- Two external hard drives of at least 4 TB each for the storage of filming material.

#### **Lighting equipment:**

- Portable LED lighting equipment for camera, with integrated or external battery, adjustable in intensity and colour temperature, suitable for outdoor use and with sufficient protection to withstand adverse weather conditions.
- Lighting equipment for interviews consisting of at least two professional LED panels adjustable in intensity and colour temperature, with:

- Lighting tripods
- Diffusers and light control accessories
- Batteries and mains power supplies
- Carrying bags

The equipment must allow for the correct lighting of stand-ups and interviews outdoors and indoors at broadcast quality.

### **Audio equipment:**

Professional microphone set for broadcast news production, with the capacity to record at least two simultaneous sources, including:

- Professional hand-held microphone for stand-ups and interviews.
- Two wireless lapel microphone systems with receivers compatible with camera XLR inputs.
- Directional shotgun microphone with anti-vibration mount.
- Professional boom pole for interviews and outdoor recordings.
- The connection must be possible with wired and wireless transmission.
- Appropriate wind protectors for each microphone (foam and “deadcat” type windscreens for outdoors).
- Audio cables of different lengths and necessary accessories (table supports, giraffe-type feet, adapters, etc.).

The equipment must allow direct monitoring of the audio during recording and guarantee quality levels suitable for broadcasts.

### **Connectivity equipment:**

For the content transmission service for live broadcasts and transmissions with 5G technology, the following equipment will be required:

- A 5G backpack with at least 4 SIM cards from 2 different operators.
- The installation of the corresponding server at the TV3 headquarters in Sant Joan Despí.
- Two smartphones with headsets for live interventions, one so that the correspondent/guest receives the N-1 signal, and the other for coordination with the camera operator, configured to receive communications via email or WhatsApp, and with auxiliary external batteries.
- Any other type of auxiliary material (cables, adapters, filters, etc.) necessary for the correct provision of the service.

### **Computer equipment\* (see Service Cybersecurity Requirements below):**

- Desktop PC with office software and internet connection with at least these specifications:

Processor: Intel Core i7  
Integrated graphics card: Intel HD  
RAM memory: 64 GB  
Hard disk drives: 512 GB SSD.  
Operating System: Windows 11 Pro 64



Rear ports: 2 x USB 3.1, 2 x USB 2.0, 1 HDMI  
Front ports: 2 x USB 3.1, Audio (Separate headphone and microphone inputs)  
Ethernet: Gigabit

- 24" to 32" 16:9 compatible flat screen to connect to the desktop PC or laptop for editing when the team works in the newsroom's editing room.  
Size: 24" (23.8")  
Panel: IPS  
Format: 16:9 LED  
Resolution: HD 1920 x1080 60 Hz.  
Multimedia: Speakers  
Webcam and Microphone, all integrated into the monitor.  
Regulations: Height adjustable Rotation (90°)  
Connections: HDMI(1) - 1 x USB 3.0, Audio (headphones)
- Laptop with non-linear editing system (compatible with Adobe Premier) with device for ingesting images recorded with the camera. It must have an XLR to USB preamplifier/converter device to make it possible to put voices on the computer with the hand-held microphone. It will need to have an integrated SIM or work with a MiFi router to connect to the internet.
- The computer equipment must have active antivirus software. Operating system security patches must be applied and security must be ensured ICT equipment.

## **\*CYBERSECURITY REQUIREMENTS OF THE SERVICE**

### **1. Purpose and scope of the requirements**

The cybersecurity requirements described in this section must be complied with by the company awarded the comprehensive production service for the 3CAT correspondent's office in Berlin. Their purpose is to guarantee the protection of systems, data, audiovisual content, communications and equipment used in the scope of the service, as well as to ensure compliance with current European and national regulations on data protection and information security.

### **2. Communications security**

The successful bidder must ensure that all electronic communications used within the framework of the service comply with the following standards:

#### **2.1. Encryption and secure protocols**

- Mandatory end-to-end encryption for file, video, audio and live signal transmission.
- Exclusive use of secure protocols: **SFTP, HTTPS, SRTP, FTPS, VPN IPsec or SSL/TLS.**
- The use of insecure protocols such as **FTP, HTTP, RTMP without TLS** or equivalent is prohibited.

#### **2.2. Remote access**

- Remote access to corporate resources will only be done through **corporate VPN** provided or authorised by the CCMA.

- Any connection from mobile devices or 4G/5G backpacks for live streaming must have:
  - Secure encrypted tunnels.
  - Authentication using certificates or secure keys.
  - Protection against interception and manipulation of the audiovisual flow.

### **3. Safety of equipment and infrastructure**

#### **3.1. Production equipment (ENG, cameras, encoders, 4G/5G backpacks, routers)**

- All devices must be protected with:
  - **Updates and up-to-date firmware.**
  - **Strong passwords** and changed from the factory defaults.
  - Deactivation of unnecessary services, ports and remote access.
  - Encryption of configurations and parameters when the device allows it.

#### **3.2. Computers and equipment at the correspondent's office**

- Full disk encryption (BitLocker, FileVault or equivalent).
- Antivirus or EDR with active monitoring and automatic updating.
- Automatic session lock and strong passwords.
- Software installation restricted to authorised applications.

### **4. Identity management and access control**

- **Multifactor authentication (MFA)** is mandatory to access information or systems linked to the CCMA.
- Application of the principle of **least privilege** in all accesses.
- The successful bidder must maintain an **updated user register** and immediately revoke access upon termination of the employment or contractual relationship.
- In the event of subcontracting or replacements, the replacement personnel must meet the same access and control requirements.

### **5. Data protection and secure content processing**

- Compliance with the **General Data Protection Regulation (GDPR)** and applicable European and German data protection regulations.
- Local storage of personal data or sensitive content on unencrypted devices is prohibited.
- The transmission and delivery of audiovisual materials must always be done through secure and verified channels.
- The successful bidder must guarantee the confidentiality of all recorded, unbroadcast, raw content, working documents and any information generated or processed within the framework of the service.

### **6. Network security at the correspondent's office**

- The workplace network must have:
  - **Firewall** configured with restrictive policies.
  - Intrusion Detection Systems (**IDS/IPS**) from the vendor or equivalent.
  - Isolation of audiovisual production traffic from administrative traffic.
- It is necessary to ensure:
  - FTTH and 5G connection with guarantees of availability and robustness.
  - Protection against unauthorised access and monitoring of irregular activity.

- o Minimum logging and traceability of accesses and configuration changes.

## 7. Business continuity and incident recovery

- The successful bidder must have a **contingency plan**, including:
  - o Redundant connections (second line or alternative 5G system).
  - o Availability of a replacement ENG team in case of breakdowns or incidents.
- A documented procedure must be implemented to manage serious security incidents or service interruptions.
- Critical files, configurations, and projects should be **backed up regularly**.

## 8. Vulnerability and update management

- Applying patches and security updates:
  - o On a **monthly basis**, or
  - o **Immediately** in case of critical vulnerabilities.
- Mandatory communication to the CCMA of any detected vulnerability, security incident or risk that may affect systems, data or content.

## 9. Audits, reports and verification

- The CCMA may require:
  - o An **annual security report**.
  - o Evidence of compliance with requirements (inventories, records, logs, audits).
  - o A **penetration test** or security audit performed by a third party throughout the term of the contract.
- The **logs of access and relevant activity** must be kept for a minimum of **6 months**, always respecting data protection regulations.

## 10. Staff requirements

- All persons in the successful bidder who have access to equipment or content must sign **confidentiality commitments**.
- Staff must receive **annual cybersecurity training**.
- In the case of substitute personnel for travel or coverage, they must meet the same technical and access requirements.

## 11. International regulatory compliance

The successful bidder must comply with:

- Applicable European regulations (**GDPR, NIS2**, etc.).
- German security standards where applicable, such as **BSI ITGrundschutz**.
- Specific requirements for transmission, recording and connections in regulated spaces (government, airports, restricted areas).

### File format:

The production line must be in HD (high definition) format.

The type of file to be delivered once edited must be MPEG-4 H264 in full HD 1080/50i PAL and 2 audio channels, compatible with the CCMA, S.A. file reception system. It will

be necessary to ensure validation of the file sending system once the service starts. The bidder must be able to guarantee the entire production chain, from collection to sending by FTP. The bidder must adapt the format for delivering the files to technological changes that may occur during the contract at the request of CCMA, S.A.

The type of file to be delivered to the radio must be two audio channels, with 48 KHz sampling frequency encoding, with 16 bits of resolution, in PCM WAV format, or in MP3 format of at least 128 Kbps.

#### **Other requirements:**

The consumables required for the correct operation of the service (batteries, light bulbs, spare parts for accessories) are included in the price of the fixed service.

The successful bidder must specify the means it has to deal with any breakdown of the devices as well as its preventive maintenance plan.

Considering the needs of the information monitoring at the correspondent's office, in the event of equipment malfunction, the replacement must be carried out in a time and manner that minimises the impact on the required service without any additional cost and guaranteeing the usual digital production line.

#### **4.2. ATA Carnet**

In the event of travel to countries where it is required, the filming and editing team must have, at no additional cost, specific documentation for customs (ATA Carnet, bank guarantees, lists or similar) for the entry and exit of the material. The management of this documentation will be the responsibility of the successful bidder, and the possible costs included in the fixed service.

#### **5. TRANSPORTATION OF FILMING EQUIPMENT**

In the case of team travel within the main territory of the correspondent's office: the metropolitan area of Berlin, (within a radius of up to 50 km and international airports), the price of transport will be included, as well as all-risk transport insurance, maintenance, cleaning, parking, environmental and/or residential circulation permits if required and circulation taxes.

Transport can also be carried out by taxi, if this is not possible.

#### **6. WORKSPACE**

The bid presented by the bidding companies must include a workspace/office for the 3Cat correspondent of the CCMA, S.A.

The correspondent's work space/office must be located near the space intended for live broadcasts.

The premises must be located in central Berlin, close to the city's information reference points with easy access by public transport.

The space for the correspondent's office must have:

- 1 workplace.
- Furniture: table, ergonomic chair, shelves, wardrobe.
- 1 desktop PC and screen
- 1 printer and access to photocopier
- TV with access to international broadcasts
- Internet access with a minimum speed of 1Gbps, preferably through symmetrical fibre optics and access to a Wi-Fi network.

Additionally, for video editing, a nearby, suitably equipped space will be required.

All expenses related to the workplace must be included.

The facilities must be new or in perfect habitable condition.

## **7. CONNECTIVITY:**

The workspace offered by the bidding companies must have, included in the price, high-speed symmetrical internet connectivity. It is necessary to guarantee that the internet connection allows a minimum speed of 1 Gbps and is for the exclusive use of CCMA, S.A.

It must be able to be used unlimitedly as a video and audio play-out, and send and receive files via FTP.

These services and conditions must be available to any CCMA, S.A. team (television and radio) and may be simultaneous, if necessary, with other services of a different nature that are included in the contract at no additional cost.

### **7.1 5G Backpack Link Device**

A 5G HD 1080/50i backpack with at least 4 SIM cards must be included in the monthly pack.

This service will include:

- 5G transmission backpack with the ability to broadcast HD 1080/50i with at least 4 SIM cards from at least 2 different operators.
- A server with at least 1 HD SDI 1080/50i output for receiving from 5G backpacks. This server will have to be installed at the TV3 studios in Sant Joan Despí.

In the event of using the device outside the main coverage area of the correspondent's office, the costs of the local SIMs will be borne by CCMA, S.A.

#### **7.1.1. Technical description of the equipment**

The team must have current technology available on the market.

The bidder must indicate the make and model of the equipment offered. The weight of the entire set of transmitter equipment and the 2 batteries must not exceed 3,300 grams.

The equipment must allow transmissions to be achieved with a latency equal to or less than 2 seconds.

The maximum transmission bitrate must be at least 20 Mbps.

The minimum latency must be less than or equal to 500 ms.

Backpacks must have an efficient bonding system.

The equipment must have SD/HD-SDI video input via coaxial cable and auto-selectable HDMI, support H264 or H265 encoding with 2 embedded AES channels (nested).

The video quality in HD transmissions at 6 Mbps and latency equal to or less than 2 seconds must achieve a PSNR (Peak Signal-to-Noise Ratio) value greater than 27 dB with the crowd-run sequence.

The team must have a minimum of two mobile data lines from two operators in the main territory where they are located (4 SIMs) with an unlimited flat rate, contracted and managed by the provider. The cost of these must be included in the service. It must be guaranteed that the data service is available 24/365.

Data cards must be integrated within the equipment and access and replacement of cards must be easy.

The team must have a coverage monitoring system and video and audio signals at the entrance.

The data transmission channel grouping system “bonding” (3G, 4G, 5G, Wifi and ETH) must allow the bitrate required by the video and audio stream to be achieved with the following considerations:

The video encoder will reduce the output bitrate to fit the stream into the total available bandwidth.

The system will be protected with an error corrector that will work on the total flow, independent of the failure of one or more bonding channels. The total latency required will be conditioned by the quality of the channels used for transmission.

The 5G backpack must have good overall robustness, especially of the connection elements.

It must have integrated 802.11n Wifi or Ethernet access for internet connections.

The equipment must include: a minimum of two batteries, the charger, the power supply, connection cables and a transport backpack. The autonomy of the two batteries together must be greater than 150 minutes.

#### 7.1.2. Basic technical characteristics of the equipment supplied for the reception of 5G Backpacks

The decoder in the TV3 studios in Sant Joan Despí, which must be installed, tested and in proper working order on the day contract performance begins and will be provided in all cases by the bidder at no additional cost.

This equipment will be located permanently in the facilities of CCMA, S.A. It must be able to be remotely controlled by a system that allows simultaneous centralised control of the delivered 5G backpack equipment, with access to monitoring parameters (GPS position, mobile data line coverage, etc.) and configuration control (video quality, transmission initialisation, etc.).

The 5G backpack and reception system must behave transparently with regard to the format of the signal connected to the backpack, that is, the input video signal format to the transmitting equipment must be the same as that delivered by the receiving equipment.

The output from the equipment must be in SDI format. The receiving system must deliver a video frame over IP for monitoring. Easy to view the coverage of each SIM and the transmission bitrate.

Have the functionality to label, within the application, the backpack with a nomenclature specific to the CCMA, S.A.

#### 7.1.3. Reception system security (server)

Regarding the security of the reception system, the successful bidder must comply with the following security measures:

Operating system. It must be supported by the manufacturer and updated to the latest version of the manufacturer's security patches.

Operating system. Automatic update of security patch application enabled or a manual schedule, but ensure that security patches are applied regularly and that the machine is never more than 2 months behind. The supplier must verify that the patches are correctly implemented.

Antivirus (paid), active in the case of Windows Operating Systems.

Remote reception by the provider of possible alerts that the antivirus may send, so that actions can be taken in response.

Remote control tools (TeamViewer, etc.). Latest version of the tool installed, not having the service running if possible, agreement to be made with the CCMA, S.A. on the procedure to be able to access if needed.

#### 7.1.4. Equipment maintenance

The successful bidder will be responsible for the maintenance of all equipment, ensuring that all devices in the system have the latest firmware and software versions recommended by the manufacturer.

The successful bidder must specify the means it has to deal with any breakdown of the devices as well as its preventive maintenance plan.

The successful bidder must provide a contact person to guarantee the proper functioning of the service, 24 hours a day, 365 days a year.

#### 7.1.5. Equipment replacement

It is required that in the event of breakdowns or accidents that may occur while the contract is in force in any of the equipment, whether in the live equipment, the 5G backpack or their the reception system, which prevent the equipment from operating correctly, the bidder shall make available another unit with the same characteristics and manufacturer in the shortest possible time, and in no circumstances more than 24 hours from notification of the breakdown.

#### 7.1.6. Mobile telephony for live broadcasts

The service must include, at no additional cost, two terminals with their mobile lines, to be used as a return (IFB) and coordination system, as well as the corresponding earpieces for personal use by correspondents. This terminal must have Bluetooth technology and have wired and wireless headphones available for the correspondent. Likewise, the bidding company shall be responsible for the maintenance and cost of the mobile data lines with no limitations on use.

### **7.3 Radio connectivity**

It is necessary to guarantee, within the fixed price, connectivity to the correspondent's office facilities or outside them, for live interventions through the radio medium at broadcast quality. The service must allow live intervention by the CCMA, S.A. correspondent.

It must include a suitable space, microphones, headphones, connectivity and assistance from the production team when necessary.

## **8. GUARANTEES AND CAPACITY TO RESPOND**

The contracted services included in the comprehensive global package must be guaranteed against breakdowns or malfunctions of technical equipment and absences of service personnel.

In the event of a member of the filming and editing team being absent or equipment malfunctioning, the replacement must be made in less than 24 hours and the service supervisor at the CCMA, S.A. must be informed.

The news coverage of the correspondent requires a high capacity to respond to any unforeseen events that may affect it, such as meeting new needs.

## **9. AUDITS OF THE SERVICE**

The service must be operational from the first day of the contract, and during the first month tests will be carried out on the correspondent's live points and radio connectivity.

However, an inspection will be carried out within the first 30 days to verify that all requirements are met. (See clause 11: Penalties).

The service supervisor at the successful bidder will periodically report on the development of the service to the service supervisor at the CCMA, S.A.

The service supervisor at CCMA, S.A. will ensure the adequate provision of the awarded service, in accordance with the requirements of the tender, and may request specific reports on the development of the service or on the incidents that occur, communicating to the management of the successful bidder any anomaly in the provision of the awarded service.

All incidents that may arise in the execution of the contract will be resolved in periodic meetings between the service supervisor designated by CCMA, S.A. and the supervisor designated by the successful bidder.

CCMA, S.A. reserves the right to audit all aspects and services required in the tender specifications at any time during the term of the contract.

## **10. EXPLOITATION AND INTELLECTUAL PROPERTY RIGHTS**

CCMA, S.A. is established as the sole, exclusive holder of all intellectual property rights over the content of the audiovisual productions made under this contract with the power to transfer them to third parties and, in particular, those rights of reproduction, distribution, public communication, making available, transformation and dubbing and/or subtitling into any language for exploitation in any form and modality and in all types of systems and media, without any share due to the successful bidder from the earnings accrued by CCMA, S.A., whatever the item or service sold.

These rights extend to the territorial scope of the entire world, without exception, and last for the maximum term established in the Intellectual Property Law for producers of audiovisual recordings.

The successful bidder undertakes to periodically send the original recorded material to the Barcelona headquarters of CCMA, S.A. for safekeeping in the central archive. Under the editor's journalistic criteria, assist him in archiving the images to facilitate editing and sending them monthly for documentation.

Once the contract ends, the bidder will deliver to CCMA, S.A. the hard drives with the recorded material and will delete any images or sounds owned by CCMA, S.A. that may remain on its internal network, servers or laptops.

Confidentiality clause: the successful bidder and its staff undertake not to disclose information obtained during the working relationship with CCMA, S.A. to third parties, as well as to safeguard and make proper use of passwords or other sensitive information obtained through the same working relationship.

In its capacity as producer and holder of intellectual property and industrial property rights, the use for promotional, commercial or any other purpose of the corporate image of CCMA, S.A. and its media, its brands, as well as the image of its workers in the exercise of their professional duties, will require the explicit consent and express

authorisation of CCMA, S.A. itself, in all types of public communication acts by all types of media, including the corporate website and the social media of the successful bidder.

## **11. PENALTIES**

Depending on the incidents of non-compliance with the service, CCMA, S.A. may terminate the contract or apply penalties to the bidder on the monthly or annual amount or on the continuation of the service, depending on its severity.

In the event of the existence of exceptional circumstances (sick leave, unplanned leave) that the successful bidder can appropriately prove, no penalties will be applied.

The successful bidder will be penalised financially in the following circumstances:

### **11.1 Penalties at the start of the service**

- If on the day the contract comes into force, the successful bidder does not have the material and technical equipment indicated in its bid and it does not comply with the requirements, CCMA, S.A. will penalise the first invoice with 50% of the total invoice, and will maintain said penalty as long as the successful bidder does not make the equipment offered available for the contract.

In the third month of non-compliance, CCMA, S.A. will be authorised to terminate the contract without the successful bidder being entitled to any type of compensation.

- If on the day the contract comes into force, the personnel who will ultimately participate in the service have an objectively lower qualification than that proposed by the successful bidder in their bid and the latter does not comply with the requirements, CCMA, S.A. will penalise the first invoice with 30% of the total invoice, and will maintain said penalty as long as the successful bidder does not make the personnel with the required and offered qualifications available to the contract.

In the third month of non-compliance, CCMA, S.A. will be authorised to terminate the contract without the successful bidder being entitled to any type of compensation.

- If on the day when the contract comes into force the successful bidder does not have the proposed workspace fully equipped, CCMA, S.A. will penalise the first invoice with 30% of the total invoice, and will maintain said penalty as long as the successful bidder does not make the workspace with the required and offered qualifications available to the contract.

In the third month of non-compliance, CCMA, S.A. will be authorised to terminate the contract without the successful bidder being entitled to any type of compensation.

### **11.2 Performance Penalties**

CCMA, S.A. will penalise the successful bidder depending on the seriousness of the breaches committed during the performance of the contract, which will be classified as minor, serious or very serious:

Minor breaches:

- Lack of collaboration with the supervisor designated by CCMA, S.A.
- Failure to partially execute the services, which does not constitute a serious breach.
- Unjustified delay in providing reports or documents.
- Any other action or omission that violates the obligations set out in these specifications and that is not classified as a serious or very serious breach.

Serious breaches:

- Failure to partially execute the services, when it does not constitute a very serious breach.
- The use of work systems, material elements, machines or personnel other than those provided for in the contractor's tender specifications or bid.
- The lack of availability of replacement personnel for a certain service.
- Failure to notify CCMA S.A. of any modification or replacement of personnel.
- Failure to deliver the information and reports specified in the tender specifications at the time and in the format defined in the tender specifications.
- Not having the materials and elements necessary to perform the service.
- The refusal or delay in the execution of corrective measures that may be requested by CCMA S.A.
- Resolution of incidents exceeding the deadline established in the tender specifications.
  
- Making changes to the service, space or material without the authorisation of CCMA S.A.
- Actions or omissions in the provision of the service that disrupt or seriously alter the volume or quality without reaching the point of service paralysis.
- Repeated minor breaches.
- Replacement without prior notification to CCMA, S.A., of the person acting as service coordinator or representative of the successful bidder.

Very serious breaches:

- Failure to provide the service, whether due to abandonment or for other reasons.
- Passivity, neglect and indifference in the execution of the service.
- Improper treatment of the supervisor at the CCMA S.A. by the personnel of the successful bidder company.
- Failure to comply with the requirements made by CCMA S.A. when very serious damage is caused to the performance of the contract.
- The use of work systems, elements, materials, machines or personnel other than those provided for in the tender specifications and in the contractor's bids, if necessary, when it causes very serious damage.
- The falsification of the data provided to CCMA S.A.
- Total or partial interruption of the service, repeatedly, without a force majeure cause to justify it.
- Any action or omission that poses a risk or harm to people's health.
- The incorrect settlement of service fees with fraudulent intent.
- Not reporting acts of which they are aware and which may involve a breach of the obligations contained in this clause.
- The repetition of three or more serious breaches.

Once the breaches have been defined, the penalty system will be as follows:

- For each minor offence, a penalty of 5% of the monthly amount to be invoiced will be applied.
- For each serious offence, a penalty of 10% of the monthly amount to be invoiced will be applied.
- For each very serious offence, a penalty of 15% of the monthly amount to be invoiced will be applied.

Penalties will remain applied to the service amounts as long as the cause of the penalty remains. Once resolved, the penalty will no longer apply.

The penalty amount does not rule out compensation for damages to which CCMA S.A. may be entitled arising from the consequences of the non-compliance of the successful bidder.

The repetition of 3 very serious offences, or where the total sum of the penalties incurred by the successful bidder for all the concepts expressed in the previous sections exceeds 20% of the annual amount of the contract, will authorise CCMA S.A. to terminate the contract unilaterally and early without the right to compensation to the successful bidder.

Sant Joan Despí, July 2026