



P.O. Box 6245 • West Palm Beach, Florida 33405 • (561) 688-3960

## RFQ #2026\_04\_VID Promotional Video Production

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Issue Date: April 23, 2026

Submission Deadline: May 4, 2026 at 5:00 PM

### **Project Title: Promotional Video – Tip & Reward Process**

#### **Project Description:**

Crime Stoppers of Palm Beach County, Inc. is seeking quotes for the production of an informational, animated promotional video that clearly explains how the anonymous tip and reward process works. The video will be used for public education and community outreach.

#### **Scope of Work:**

- Develop and produce a 2-minute informational, animated promotional video
- Create 30-second and 60-second edited clips for social media use
- Provide video in formats optimized for social media platforms
- Include professional audio production (voiceover, sound design)
- Provide full transcript of the video
- Assist with scripting and messaging aligned with Crime Stoppers processes

#### **Timeline:**

Project start: May 2026

Final delivery: No later than June 30, 2026

#### **Minimum Qualifications:**

- Demonstrated experience in animated video production
- Previous work with nonprofit, public safety, or community-focused organizations preferred
- Ability to provide at least one relevant sample of prior animated video work

#### **Budget:**

Provide total project cost including all production, animation, scripting, audio, and deliverables.

#### **Response Requirements:**

1. Company Information
2. Relevant experience in animated/informational video production
3. At least one sample of previous animated video work
4. Proposed creative approach and timeline
5. Itemized cost breakdown

**Submission Instructions:**

Submit quotes via email to Angela Barnard: [angela@CrimeStoppersPBC.com](mailto:angela@CrimeStoppersPBC.com)

Late submissions will not be accepted.

**Evaluation Criteria:**

- Quality and relevance of past animated work
- Ability to clearly communicate informational content
- Cost and overall value
- Understanding of project goals

**Terms and Conditions:**

Crime Stoppers reserves the right to reject any or all responses. This RFQ does not obligate the organization to enter into a contract. Respondents are responsible for any costs incurred in preparing their submission.

**Contact Information:**

Angela Barnard

Executive Director

Crime Stoppers of Palm Beach County, Inc.

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