

TERMS OF REFERENCE

Adaptation of AMAZE advocacy videos into Dhivehi

MDV-ToR/2023/004

Dated: 08.02.2023

Hiring Office:	UNFPA Maldives
Purpose of consultancy:	<p>UNFPA is the UN leading agency for Sexual Reproductive Health and Rights “Ensuring rights and choices for all”.</p> <p>UNFPA is currently rolling out its 7th Country Program focus to support the national efforts in realisation of the universal access to reproductive health and rights for all as well as promoting women’s rights. Taking advantage of the demographic dividend, the programme will enable women and young people, especially those at risk of being left behind, to achieve the transformative results with a focus on significantly reducing unmet need for family planning and gender based violence including harmful practices.</p> <p>In order to achieve the above mentioned results UNFPA will partner with Amaze and adapt the videos on puberty, growing up, healthy relationships, consent etc..</p> <p>In order to contextualise the videos UNFPA is seeking a contractor for the adaptation and adding subtitles as elaborated in the scope of work</p>

<p>Scope of work: (Description of services, activities, or outputs)</p>	<p>UNFPA Maldives seeks personnel to -</p> <p>Adapt the selected 6 amaze videos to Maldivian context by</p> <ul style="list-style-type: none"> • dubbing the video in <i>Dhivehi</i>, including sourcing voice actors (2-3 actors for each video) • Adding English subtitles in closed caption using the subtitling guide, • Making graphic changes to suit local Maldivian context. • Add end credits using the guide to the end credits <p>Expected deliverables:</p> <ul style="list-style-type: none"> • Work Plan with a timeline of deliverables • 6 existing amaze videos submitted to UNFPA dubbed in <i>Dhivehi</i>, subtitled in English and Graphic changes as necessary, and inclusion of end credits.
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<p>Duration and working schedule:</p>	<p>March to end of May</p>
<p>Place where services are to be delivered:</p>	<p>Maldives</p>
<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</p>	<p>Digital / electronic</p>
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>	<p>UNFPA will monitor the progress on a regular basis, via weekly and monthly progress check-ins</p>
<p>Supervisory arrangements:</p>	<p>The contract will be managed by the UNFPA country office, Programme Analyst</p>
<p>Expected travel:</p>	<p>No travel is to be expected</p>

<p>Required expertise, qualifications and competencies, including language requirements:</p>	<ul style="list-style-type: none"> ● Applicants must have associated relevant experience in animation, video/audio production and graphic design, in the Maldives ● An already established agency/firm adds prominence ● Prior experience on producing animation on social issues.
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<ul style="list-style-type: none"> ● Provide Dhivehi scripts for dubbing for 6 videos. ● Provide SRT files, MP4 and raw files of the 6 videos ● Facilitate necessary content ● Provide UNFPA Corporate / Communication style guide. ● Monitor and facilitate the progress of the assignment & provide timely feedback ● Review and provide comments to the deliverables
<p>Other relevant information or special conditions, if any:</p>	<p>The payment will be made in lump sum upon completion of the final project</p> <p>Contractor must be reachable by UNFPA any time during working hours (typically from 9am till 4pm) for the duration of the assignment.</p> <p>Format of outputs: All the videos should be submitted in SRT files, MP4 and raw files</p> <p>Ownership of output: UNFPA, MoGFSS</p>