

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

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Development of Advocacy Video on Impact of Climate Change on Women and Girls (MDV-ToR/2022/22) / RFQ: UNFPA/MDV/RFQ/22/007	
Hiring Office:	UNFPA Maldives Country Office
Purpose of consultancy:	<p>UNFPA is the UN leading agency for Reproductive Health and Rights, delivering a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled.</p> <p>UNFPA’s new Strategic Plan 2022-2025 will scale up and accelerate the actions towards achieving the three transformative results of:</p> <ol style="list-style-type: none"> 1. Reducing unmet need for family planning; 2. Reducing maternal death; and 3. Reducing gender based violence and all harmful practices against women and girls. <p>Climate change exacerbates the existing gender and inequality crises across the globe. Women, girls, and marginalized groups who are least able to cope with climate impacts are those who are most disproportionately affected; with increased risks for limited access to skilled care due to fragile and inaccessible health systems, and climate-related service disruptions, resulting in higher risks of negative outcomes for mother and child; increased gender-based violence, loss of livelihood, school dropout rates, and even child marriage. These negative climate impacts are further exacerbated in small island states.</p> <p>The goals and vision set forth by the International Conference on Population and Development (ICPD) and the 2030 Agenda for Sustainable Development is at risk due to major threats posed by climate change impacts. These threats have direct implications especially for women and girls on gender equality including sexual and reproductive health rights. Women and girls will face increased exposure to gender based violence and harmful practices due to the pressure on natural resources and scarcity of basic needs.</p> <p>UNFPA is looking for a local contractor to document a three-minute advocacy video to showcase the impact on women and girls to humanitarian situations as an island country.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>The contractor will be responsible for providing videography services towards professionally-made video targeting UNFPA donors and/or a general audience, including pre-production (scripting, storyboarding), production (filming, interviews and lighting) and post-production (editing, subtitles, animation etc.) elements.</p> <p>The contractor is expected to possess their own professional cameras, lighting and audio equipment, and editing software.</p> <p>The contractor will be required to undertake the following:</p> <ul style="list-style-type: none"> - Develop a storyline based on real stories - Provide B-roll footage (approximately 2-3 minutes) relating to the for use with UNFPA publicity materials.

	<ul style="list-style-type: none"> - Provide transcripts (and translations where applicable) in English for each video with timestamps - Ensure due consent has been obtained from any subjects/interviewees and follow the best practices for protecting the rights (and where applicable the identity) of the people recorded and documented - Compiling a 3-minute video with English subtitles and sign language <p>Specific milestones</p> <ul style="list-style-type: none"> • A video with a maximum run time of 3 minutes’ shot • Trailer/teaser(s) of the video for use in social media and other web platforms
Duration and working schedule:	between 15th August to 7th September
Place where services are to be delivered:	Maldives. Any travel from Male’ to other islands pre-approved from UNFPA will be reimbursed at actual costs as evidenced by the receipts or used boarding pass, as provisioned in the UNFPA travel policy.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	Editable high-resolution video handed to UNFPA by 7 th September 2022
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>Work will be monitored by UNFPA and timely updates are required. The Contractor should be reachable by UNFPA during working hours for the duration of any assignments.</p> <p>Format of outputs:</p> <ul style="list-style-type: none"> • High-Resolution videos in MP4 format • Transcripts in .doc or .docx format.
Supervisory arrangements:	The contract will be managed by the UNFPA Country Office.
Expected travel:	Travel may be required to shoot based on human stories
Required expertise, qualifications, and competencies, including language requirements:	<p>Primary expertise required:</p> <ul style="list-style-type: none"> • Minimum of two years of professional experience in videography. <p>Other requirements:</p> <ul style="list-style-type: none"> • Ownership of professional videography equipment and software. • Understanding of UNFPA’s main mandates of work Population and Development, Sexual and Reproductive Health and/or Gender Equality, Climate Change and Women’s Empowerment will be an added advantage. <p>Profile of the company:</p> <ul style="list-style-type: none"> • Companies with a strong commitment to equality, including balanced gender representation and policies for inclusion, are strongly encouraged to apply.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office	UNFPA will facilitate all contacts, but the selected contractor will be responsible for all logistical pre-arrangements and costs (i.e. camera crew, travel, equipment etc.) and for all arrangements and cost for the production of the video.

<p>space, equipment), if applicable:</p>	<p>During any assignments UNFPA will:</p> <ul style="list-style-type: none"> • Provide background resources on the country programme and thematic areas. • Provide necessary logos for the purposes of the assignment • Provide UNFPA consent forms • Monitor and facilitate the progress of the assignment; • Review and provide comments to the deliverables in a timely manner; • Provide necessary contacts; • Provide timely feedback.
<p>Other relevant information or special conditions, if any:</p>	<p>The other conditions that may apply in the undertaking of the assignment include:</p> <p>Basis of payment: Full payment based on the market price set by the contractor and UNFPA's acceptance of the deliverables under each assignment.</p> <p>Language of reports/publications and other documentation and working language in country of assignment: English</p> <p>Ownership of output and copyright: Copyrights of the final product and raw footage shall be the property of UNFPA. The contractor shall not use UNFPA's logo or any other material supplied by UNFPA, for any purposes outside the scope of the assignment and contract.</p>
<p>Signature of Requesting Officer in Hiring Office: UNFPA Maldives Date</p>	