



## Terms of Reference

### Consultant to provide filming, editing and photography for ILO in Iraq

#### 1-Background

The ILO in Iraq is implementing a number of projects under the Decent Work Programme (DWCP 2019-2023), which supports national initiatives to promote decent work.

In Iraq, the DWCP focuses on three areas of priority: ensuring that private sector development supports the creation of new jobs; extending and strengthening social protection and addressing child labour; and improving social dialogue in order to promote rights at work.

Under the programme, the ILO is working with UN-Habitat to increase access to employment opportunities for young women and men living in underserved settlements in Basra, where the unemployment rate is high and living condition is poor. The collaboration is part of UN-Habitat's broader project, "Increasing Access to Employment Opportunities for Vulnerable Urban Population in Basra City in Response to the COVID-19 Crisis," funded by the European Union.

The collaboration focuses on skills development including technical and business management skills; and the establishment of an employment service center for young women and men living in underserved settlements in Basra. The collaboration is also expected to enhance capacities of local contractors and young engineers to apply ILO's Employment Intensive Investment Programme (EIIP) intervention methodologies in three targeted neighbourhoods of Basra City.

In addition, and under a different programme, the ILO and IOM have been collaborating to support the development of existing national small-scale enterprises and potential entrepreneurs from displaced and host communities in Iraq through entrepreneurship skills training. Under this collaboration, the ILO has introduced its advanced entrepreneurship and business management training programme, Start and Improve Your Business (SIYB), to selected staff from IOM to enable them to deliver the programme to IOM-supported existing and potential entrepreneurs.

#### 2- Work Assignment

**A videographer is required to film, produce and edit a range of videos and human-interest stories, and provide photographs that showcase ILO's activities to promote decent work and entrepreneurship under various project in Iraq.**

##### Specific tasks will include:

- Discussing the format of each video in terms of required filming, needed interviews, photography and final video editing.
- Discussing technical requirements for filming with the ILO, including branding (ILO technical specifications for external producers & video crews will be provided ahead of filming).
- Working with the communications focal point on selecting locations for filming that effectively communicate the scope of ILO's work in Iraq



- Working with the communications focal point on setting up interviews with 1. programme beneficiaries 2. government, employer and worker representatives 3. ILO officials
- Ensuring ILO consent forms are made available for beneficiaries
- Carrying out filming of locations and interviews per the requirements
- Ensuring still photographs are taken at each location/story
- Working in close collaboration with the designated ILO communications focal point to edit the videos, including revisions
- Providing post-production editing to include music, slates, colour correction, and other required post-production effects
- Providing Arabic/English subtitling (translation will be provided by the ILO)
- Providing international versions of each video edit
- Providing a selection of still photographs

### 3- Deliverables

The consultant will deliver the following:

Deliverable 1: A collection of high-resolution photos for **10 activities in Basra.**

Deliverable 2: Social Media Videos (1 -2 mins) **(4 different Videos in Basra)**

Deliverable 3: Videos (3-4 mins) **(2 different videos in Basra)**

Deliverable 4: Video (3-4 mins) **(1 video 4 Multi Locations)**

Deliverable 5: Video (3-4 mins) **(1 video 2 Locations)**

**P.S: All produced videos should be shared as (A collection of post-edited video) and (International versions (clean edits) and with a collection of high-resolution photos.**

**For videos (3-4 mins), we may request additional shorter version used for social media.**

### 4- implementation timeframe

The assignment is planned to be from March 10 – August 31, 2023

### 5- Submission

Please submit the following, by maximum **1<sup>st</sup> MAR 2023** at COB 17:00 Baghdad time to use [EBL-PROCUREMENT@ilo.org](mailto:EBL-PROCUREMENT@ilo.org) or [BGW-PROCUREMENT@ilo.org](mailto:BGW-PROCUREMENT@ilo.org) , please indicate the reference number of the bidding in the subject of the email

- offer based on each deliverable.
- CV
- The links include samples of your work.

### 6- Template of the offer

Deliverable	Quantity	Price	Total
A collection of high-resolution photos in Basra	10		
Social Media Videos (1 -2 mins) in Basra	4		
Videos (3-4 mins) in 4 cities	1		
Video (3-4 mins) in 2 cities	1		
Video (3-4 mins) in Basra	2		
<b>Total Amount (USD)</b>			