

Call for Applications

Video and Photo Production Services

Assignment Description: LEM is seeking proposals from qualified video production companies to produce a series of 11 short videos suitable for Facebook and Instagram, combining drone videography and on-ground videography.

Assignment Location: Lebanon.

Employment Type: Long-term consultancy.

Assignment Period: April-December 2024.

How to apply: Please send the application documents to Mrs. Sara Chehade accounting@lem-lb.org, Ccing' Haitham Khawand hkhawand@lem-lb.org by 31 March 2024, 11:59 pm local time.

Background

Lebanon Eco Movement was founded in **2012** by several local NGOs with a vision of saving Lebanon's natural and cultural heritage. Today, Lebanon Eco Movement is a network of over 60 environmental organization and associations, working together to face Lebanon's environmental challenges, preserving its natural and cultural heritage, and achieving a healthy and sustainable environment.

In this context, the Lebanon Eco Movement (LEM) is seeking proposals from qualified video production companies to produce a series of 11 short videos suitable for Facebook and Instagram. These videos will showcase various locations across 12 regions in Lebanon, combining drone videography and on-ground videography to capture specific environmental challenges in Lebanon.

Project Overview:

- **Number of Videos:** 11 (9 videos between 1 to 3 minutes, 2 videos between 3 to 5 minutes)
- **Platforms:** Facebook and Instagram
- **Locations:** 12 different regions
- **Videography Requirements:** Combination of drone videography and on-ground videography, 4K or Full HD quality
- **Production Period:** April to December 2024
- **Level of Effort:** 8 days

Under the supervision of LEM executive Director, and in close coordination with the media coordinator, the production company will:

1. Pre-Production:

- Concept Development: Develop creative concepts and storyboards for each video, aligned with the project objectives and target audience.
- Location Scouting: Lebanon Eco Movement will identify suitable filming locations in each of the 12 regions.
- Logistics Planning: Arrange transportation and permits for the production team.

2. Production:

- Filming: Capture high-quality video footage in 4K or Full HD quality using drone videography and on-ground videography at each location.
- Interviews Coordination: Coordinate with Lebanon Eco Movement for any on-screen interviewees as needed.
- Take high quality photos for the locations, including portraits for the interviewees and the LEM staff working on field.

3. Post-Production:

- Editing: Edit and assemble footage to create engaging and visually appealing videos.
- Sound Design: Enhance audio quality and add appropriate sound effects or music.
- Color Correction: Ensure consistency and quality in color grading across all videos.
- Motion Graphics: Incorporate any necessary motion graphics or text overlays using the Lebanon Eco Movement visual branding guidelines.

4. Delivery:

- Format: Deliver the completed videos in the specified formats and resolutions suitable for Facebook and Instagram.
- Deliver the complete RAW materials to Lebanon Eco Movement in their high-resolution format for archiving purposes.
- Deadline: Ensure timely delivery of all videos according to the agreed-upon schedule.

Submission Requirements:

1. Company Information:

- Provide details about your company, including experience in video production and relevant projects.

2. Proposal:

- Outline your approach to the project, including creative concepts, production methods, and timeline.

3. Portfolio:

- Submit examples of previous work, demonstrating your capabilities in drone videography, on-ground videography, and short-form video production.

4. Financial Offer:

- Provide a detailed breakdown of costs for producing 11 short videos over 8 days of effort in USD.

Submission Deadline: 31 March 2024

Submission Method: Interested companies should submit their applications via email to Mrs. Sara Chehade accounting@lem-lb.org, Ccing' Haitham Khawand hkhawand@lem-lb.org by 31 March 2024, 11:59 pm local time. with the subject line: "Video Production Services Proposal – LEM".

Selection Criteria:

- Experience and expertise in video production, particularly in drone videography and short-form content creation for social media platforms.
- Creativity and innovation in developing engaging and visually appealing video content.
- Ability to meet project deadlines and deliver high-quality results within budget constraints.
- Competitive pricing and value for money in the financial offer.

Additional Information:

- The selected video production company will be required to sign a contract with LEM outlining the terms and conditions of the project.
- Travel expenses permits for filming in different locations will be covered by the company itself.
- Lebanon Eco Movement reserves the right to reject any or all proposals received and to negotiate further with one or more video production companies.

For any inquiries or clarifications regarding this call for applications, please contact accounting@lem-lb.org. We look forward to receiving your proposals and working together to create captivating videos that showcase the beauty of Lebanon's diverse regions.

LEM is committed to diversity and does not discriminate in employment based upon gender, race, ethnicity, religion, sexual orientation, age, ability, socio-economic status, or any other status protected by the laws in Lebanon.

Closing date for applications is 31 March 2024, 11:59 pm local time (Beirut).