

Call for Proposal/Consultant

Project Title	Building Integrity and National Accountability in Lebanon (BINA')
Activity Number	Activity 1.3.1: Providing institutional and internal governance capacity building.

1. Entity Background

About Transparency International - Lebanon (TI-LB), formerly known as the Lebanese Transparency Association (LTA).

Transparency International – Lebanon is the National Chapter of the global Transparency International movement which was established in 1999 with the aim of reducing rampant corruption in Lebanon, promoting the principles of transparency and accountability, establishing the rule of law and respecting the fundamental rights inaugurated in international laws and the Lebanese Constitution, by focusing on systematic improvement, building alliances, and encouraging civil society organizations to take measures towards transparency and accountability.

Since its inception, TI-LB has worked to enhance transparency in the public and private sectors in Lebanon for more than a decade, by implementing a number of projects that ranged from contributing to the development to lobbying the anti-corruption laws (such as the draft law on the Right to Access to Information, the Whistleblowers Protection Law, the Asset and Interest Declaration and the Punishment of Illicit Enrichment Law etc.), and the monitoring of parliamentary and municipal elections since 2009, in addition to other projects aimed at empowering youth and municipalities on issues related to good governance.

In the aftermath of the Beirut Port Explosion, TI-LB was chosen as a member of the first Independent Oversight Board (IOB) for the Reform, Recovery and Reconstruction Framework (3RF) established by the United Nations, the European Union and the World Bank Group until Feb 2023. TI-LB's team currently implements a wide array of donor-funded projects and self-initiated advocacy campaigns, centered on public procurement legislative reforms, electoral reforms and campaign financing, illicit enrichment and asset disclosure, access to information, as well as monitoring foreign aid and tracking government reforms under the 3RF framework.

Memo No. 486/AD

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2. Project Background

BINA' project brief

Funded by the European Union (EU), and in partnership with Transparency International Secretariat (TI-S) and the Lebanese Center for Policy Studies (LCPS), BINA' (Building Integrity and National Accountability in Lebanon) project overall objective's is to enhance the role of civil society actors as active pillars in enhancing governance, accountability and transparency in Lebanon, as it specifically expands the abilities of civil society, both local and national, to actively monitor and advocate for transparency and accountability in the 3RF in Lebanon.

BINA's key objectives are:

- (1) To improve the capacities of CSOs, expand organizational abilities and coordinated efforts among civil society networks to ensure transparent and sustainable implementation of the 3RF in Lebanon.
- (2) To improve capacities of local CSOs, grassroots and community-based organizations outside Beirut to participate in policy dialogues and monitoring processes related to recovery and reform at local and central level.
- (3) To sustain an inclusive multi-stakeholder dialogue with local, national and international actors that advance reform efforts, with an emphasis on the role of CSOs.

BINA's target audience is diverse: (1) Civil Society Organizations (formal and informal) in Beirut and across Lebanon, (2) Youth groups and initiatives, (3) Women's organizations/initiatives promoting gender equality, (4) Municipalities/Local Authorities and (5) citizens as Final Beneficiaries.

3. Scope of Work

TI-LB is seeking a Video producer to record an **introduction and four self-paced courses around 11 hours**. Those videos will be targeting Lebanese citizens, journalists, researchers, academics, decision makers and public officials,.

P.S.: The Video producer is not responsible for the development of any of the material of the self-paced course.

The objective is to enhance the capacity of participating organizations through targeted training modules aligned with the BINA' Program's goals. This initiative aims to cover diverse themes such as Transparency in Project Management, Transparent Financial Management, Transparent Procurement, and Transparent HR Policies.

Duration:

The consultancy's duration is expanded for **2 to 3 months**, the number of trainings intended is 4 that might divide into short courses amounting **11 hours**.

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Targeted Impact:

Videos aim to:

- Foster professionalism and transparency in internal mechanisms.
- Strengthen the ability of participating organizations to sustain their operations.
- Improve organizational capacity for sustained budgeting.

Training Format:

The training sessions are developing as self-paced courses. Each course should be between 2 to 3 hours, depending on the specific needs of the participating organizations. The participants or the target audience for most of our trainings are local civil society organizations, grassroots initiatives, private sector institutions, and organizations operating under 3RF.

Duties and Responsibilities:

The selected Trainer Consultant will be tasked with:

- Record and edit training videos that primarily focus on the trainer's explanations and presentations, each with a total length of approximately 11 hours.
- Ensure that the videos effectively convey concepts of good governance and transparency to the target audience, including Lebanese citizens, journalists, researchers, academics, decision-makers, and public officials.
- Collaborate with the trainer consultant to understand the key messages and themes to be conveyed in the videos and to create the work together.
- Collaborate with the content creator consultant to ensure the smooth production of the videos.
- Coordinate with TI-LB staff (training coordinator and communication department) to ensure that the work met our expectation.

List of Deliverables:

- Record and Edit Professional videos for the introduction and the 4 topics.
- Provide English and Arabic subtitles (depending on the language spoken) for the final version of the videos (if required).
- Edit the videos and finalize them in coordination with TI-LB Staff.
- Provide all video materials to TI-LB.
- Proposal Submission.

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4. Required Competencies:

General Requirements:

- The selected consultant must possess a strong background in video production. They should demonstrate proficiency in developing high-quality, engaging videos that effectively convey complex concepts.
- The consultant should be capable of collaborating effectively with other project stakeholders, including the trainer consultant and content creator consultant. They should be open to feedback and able to work collaboratively to achieve project goals.
- Strong organization and coordination.
- Experience in working in video production for self-paced courses is a plus.
- *Note: The portfolio is required.*

Context/Specific Skills, Knowledge, and Experience:

- Proven track record in delivering similar videos.

Selection Criteria:

- Strong background in video production required.
- Collaborative skills essential for teamwork.
- Organizational and coordination abilities needed.
- Experience with self-paced courses is advantageous.
- Proven track record in delivering similar videos preferred.

5. How to Apply

Interested candidates are encouraged to send the following documents to procurement@transparency-lebanon.org, with “BINA’ - Training Consultancy” in the subject line, including:

- CVs.
- Detailed proposal for the videos with time frame.
- Portfolio.
- Timeline for customized videos.
- Relevant Financial Proposal that includes all costs related to the consultancy (Videography, lighting, editing, camera equipment, etc.)
- Legal Documents including Commercial Registry, Financial Certificate (MOF Number), VAT Number (if available), or any other relevant document.

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- **Type of Call:** Call for Consultancies
- **Intervention Sector(s):** Capacity Building
- **Deadline of the call:** June 17, 2024
- **Duration of Contract:** 2-3 months
- **Budget:** Do not exceed USD11,000



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