

**Call for Proposal/ Content creator/Production house for a Self -Paced course**

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| <b>Project Title</b>   | Building Awareness on Governmental Anti-Corruption efforts and the role of the National Anti-Corruption Commission in the Educational Sector in Lebanon ('GIZ')   |
| <b>Activity Number</b> | Activity 3.1.1: Develop a self-paced course on the progress of the anticorruption legal framework, its implementation, and the role of the National anti-Corruption Commission (NACC), the Right to Access to Information Law and the Whistleblower Protection Law. |

**1. Entity Background**

**About Transparency International - Lebanon (TI-LB):**

Transparency International Lebanon (TI-LB) is Lebanon’s leading advocate for transparency, accountability, and good governance. Since 1999, TI-LB has been on the front lines of the fight against corruption, working to strengthen institutional integrity across Lebanon’s public and private sectors. As the national chapter of Transparency International, we believe in more than just envisioning a corruption-free society—we are actively making it happen by driving change, empowering citizens, and holding institutions accountable.

With a people-centered approach, TI-LB tackles corruption from multiple angles, guided by a robust Impact Matrix that emphasizes three core areas: Policy & Institutional Change, Behavior Change, and Awareness & Outreach. We operate as a guiding thread and conveying channel between international organizations, civil society, and citizens, creating a chain of dialogue and collaboration that promotes a participative approach to anti-corruption efforts. This continuous exchange of information fosters transparency, ensures well-informed communities, and bridges gaps between global standards and local needs.

To achieve meaningful, lasting change, TI-LB builds robust, long-term partnerships with a network of dedicated national, local, and international organizations working across Lebanon. These partnerships enhance our strategic reach, propelling TI-LB to deliver anti-corruption initiatives that are both globally aligned and locally impactful. By combining international standards with deep community engagement, we ensure that our programs not only meet global benchmarks but are also highly responsive to Lebanon’s unique governance challenges and diverse community needs.

## 2. Project Background

### **“Building Awareness on Governmental Anti-Corruption efforts and the role of the National Anti-Corruption Commission in the Educational Sector in Lebanon” project brief**

Funded by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), the project overall goal is to build awareness on governmental anti-Corruption efforts and the role of the National Anti-Corruption Commission (NACC) in Lebanon.

The Project’s key objectives are:

- (1) Increased capacity of youth in vocational training and private universities to fight corruption in the public sector and empowering the role of the NACC.
- (2) Increased Awareness about the “Fighting Corruption in the Public Sector and the Establishment of the National Anti-Corruption Commission” law amongst educational system professionals (private and vocational).
- (3) Improved enforcement of the Right to Access Information law through youth advocacy and empowerment of the NACC issuing decisions in favor of its implementation.

The project’s target audience is primarily the educational sector, specifically private university students and professors, as well as vocational school students and teachers.

## 3. Scope of Work

TI-LB is seeking a service provider to develop and create a self-paced course with 3 modules in Arabic Language with English sub-titles for the School of Governance (SoG) website ([www.schoolofgovernance.net](http://www.schoolofgovernance.net)).

The **self-paced course will cover the following thematic**: the progress of the anticorruption legal framework, its implementation, the role of the National anti-Corruption Commission (NACC), the Right to Access to Information Law, and the Whistleblower Protection Law. The three modules are: **Module 1** will cover on the Role of the NACC in its anti-corruption efforts; **Module 2** will cover the Right to Access to Information Law; and **Module 3** will cover the Whistleblower Protection Law in Lebanon.

The following Modules need to be **youth and user-friendly**, ensuring engageness with mini-quizzes, animation and others. Each Module will have their respective **pre/posts tests** and will constitute up to **3 to 4 videos**, ranging from **5 to 10 minutes** for each video. The self-paced course will be **free of charge for users**, and accessible through registering on the online school of governance website.

Given that the SoG website includes self-paced courses on NACC, the Right to Access to Information Law and the Whistleblower Protection Law, the service provider must **review the existing courses** to ensure that there is **no duplication of work and no overlapping**. In addition, all references to laws need to be up to date in accordance to the official gazette.

Furthermore, the service provider is responsible to **develop the content of the self-paced course**, their **relative pre-tests and post-tests** as well as **the videography and animation**. The provider is also responsible for the **translation of the content from Arabic to English for subtitle purposes**. In addition, the course should use **clear, simple language to explain legal concepts**, and must be **user-friendly, interactive, and engaging by incorporating elements**. This approach is crucial since the courses are targeting the youth, making it essential to create a learning experience that is both accessible and enjoyable for a wide audience.

The **objective** is to improve the knowledge of the youth in the anticorruption legal framework, its implementation, and the **role of the NACC, the Right to Access to Information Law, and the Whistleblower Protection Law**.

#### **Duration of the Self-Paced Course:**

The intended self-paced course will consist of 3 Modules. Each Module will have their respective **pre/posts tests** and will constitute up to **3 to 4 videos**, ranging from **5 to 10 minutes** for each video.

#### **Duration of the Deliverables:**

The duration to deliver the task is expanded for 2 months with the final deliverables due Febraury 5, 2025.

#### **Targeted Impact:**

Self-Paced Course Aims to:

- Raise awareness about anticorruption legal framework and its implementation in Lebanon.
- Cover specific anti-corruption laws and their significance, including: The role of the NACC in anti-corruption efforts (Module 1); The Right to Access to Information Law (Module 2); The Whistleblower Protection Law in Lebanon (Module 3).
- Strengthen the knowledge regarding the role and mandate of the NACC, focusing law #175 in a youth friendly format.
- Strengthen the knowledge regarding the Right to Access to Information Law in Lebanon, the International Principles on ATI, and the necessary procedures taken to request information.
- Strengthen the knowledge regarding the Whistleblower Protection Law in Lebanon, the different protection mechanisms, procedures to report corruption cases, and the tools available.

- Break down complex legal terminologies into simplified, youth-friendly language to ensure comprehension.
- Deliver the information in an engaging, interactive format using animations, quizzes, and mini-tests to maintain attention and enhance retention.
- Ensure that the content remains relevant and up-to-date with recent legal developments.
- Offer the course free of charge on the SoG website, allowing users to easily register and complete the course at their own pace.

### **Training Format:**

- The course will be developed in the Arabic Language with English subtitles, hosted on the SoG website, accessible to all users upon registration.
- The course is divided into **three distinct modules**, each covering a specific thematic area, mentioned above. Each module consists of **3-4 videos** (5–10 minutes each, totaling 35 to 40 minutes per module) explaining core concepts.
- The course uses **clear and simple language** to explain complex legal concepts. Legal terminologies are simplified to improve understanding for youth with different backgrounds.
- Pre-test and post-test are taken before and after taking the module, respectively. At the end of the course, users are encouraged to complete a brief survey on the course’s relevance, clarity, and engagement level.
- Each module includes animations, mini-quizzes, and interactive elements to maintain engagement.
- The course content is checked against existing SoG courses to avoid duplication. Legal information aligns with the latest updates in the official gazette.
- Learners can complete the modules at their own pace, with free access to content once registered on the website.
- Each module includes case studies related to anti-corruption efforts, illustrating how these laws and concepts apply in practice within Lebanon.

### **Duties and Responsibilities:**

The selected service provider will be tasked with:

- Designing and developing content for three modules covering:
  - The role of the National Anti-Corruption Commission (NACC) in anti-corruption efforts.
  - The Right to Access to Information Law.
  - The Whistleblower Protection Law in Lebanon

If necessary, the provider may consult with external experts—either a random individual or a representative from Transparency International Lebanon (TI-LB)—to ensure the material’s accuracy and relevance.

- Translating the content into English for the purpose of adding English subtitles



- Developing pre- and post-tests for each module to measure knowledge acquisition and reinforce learning objectives.
- Ensuring questions are accessible, youth-friendly, and relevant to the content covered in each module.
- Produce 3-4 Videos per Module (5 to 10 minutes each, totaling 35 to 40 minutes per module), featuring high-quality videography and engaging animations. Content will include interviews with the NACC, animated segments, and explanatory videos, all supported by well-crafted scripts.
- Preparing open-ended interview questions for the NACC with TI-LB Team cooperation.
- Incorporating interactive elements, including mini-quizzes and knowledge checks, within each module to facilitate active learning and retention.
- Ensuring all content is designed to be user-friendly and accessible for the youth.
- Developing all content in Arabic with English subtitles to make the course accessible to a broader audience and ensure ease of understanding.
- Working with the TI-LB team to integrate the course into the SoG website, ensuring smooth functionality and user access upon registration.
- Testing all modules, interactive elements, and assessments to guarantee functionality, accessibility, and a seamless learning experience for users.
- Providing detailed documentation on course content, animations, interactive features, and assessment results.
- Provide a document that includes the course content and its outline, the type of animation used, list of interactive features used, etc.
- Ensuring compatibility of the videos with the School of Governance website, verifying that the content is fully functional for the platform.
- Ensuring that the videos effectively convey concepts of good governance and transparency to the target audience (youth).
- Coordinating with TI-LB staff (training coordinator and communication department) to ensure that the work met our expectation.

### **Deliverables:**

- **Content:**
  - Create an online course Content Outline and Script for three different modules; 3-4 videos per Module (5-10 minutes each), totaling 35 to 40 minutes per module:
    - NACC Module
    - ATI Module
    - WB Module
  - Translating the content from Arabic to English for subtitle purposes;
  - Create and incorporate a Mini Quiz or Knowledge Check within each video to reinforce learning;
  - Create and conduct Pre- and Post-Tests for each module for online usage, with a total of 6 tests (2 tests per module: one pre-test and one post-test):
  - Develop End-of-Course Survey for online usage, consisting of a maximum of 10 questions and should take no more than 14 minutes to complete;

- Create the Content in the Arabic language and integrate the English Subtitles in the Video; (the service provider is responsible for the translation process).
  
- **Video**
- NACC Module:
  - An interview shooting should be held at the NACC property, featuring a minimum of 5 and a maximum of 10 open-ended questions. The service provider is responsible to shoot the video, edit, integrate English subtitles, and conduct all responsibilities related to video production.
  - A lecture Video given by a lecturer. The service provider is responsible to (but not limited to ) find the location for shooting (after consultation with the TI-LB team), the shooting itself, finding the lecturer (after consultation with the TI-LB team), and conducting everything related to video edits.
  - A 2D 2-minute animated video is intended to simplify complex legal terminologies and concepts, making them more accessible and easier to understand.
- ATI:
  - 2 to 3 lecture Videos given by a lecturer. The service provider is responsible to (but not limited to) find the location for shooting (after consultation with the TI-LB team), the shooting itself, finding the lecturer (after consultation with the TI-LB team), and conducting everything related to video edits.
  - A 2-minute 2D animated video is intended to simplify complex legal terminologies and concepts, making them more accessible and easier to understand.
- WBPL:
  - 2 to 3 lecture Videos given by a lecturer. The service provider is responsible to (but not limited to) find the location for shooting (after consultation with the TI-LB team), the shooting itself, finding the lecturer (after consultation with the TI-LB team), and conducting everything related to video edits.
  - A 2-minute 2D animated video is intended to simplify complex legal terminologies and concepts, making them more accessible and easier to understand.
  
- **Include one 2-Minute Animated Video in each module (part of the 3–4 total videos per module).**
  
- Shoot and Edit Professional Videos for the self-paced course
- Edit and Finalize Videos in coordination with TI-LB Staff
- Provide All Video Materials (raw footages, open files, all music used, elements, graphics, etc) to TI-LB
- Testing and Quality Assurance Documentation

#### 4. Required Competencies:

##### **General Requirements:**

- The selected service provider must possess a strong background in video production & online instructional design. They should demonstrate proficiency in developing high-quality, engaging videos that effectively convey complex concepts.
- The selected service provider must possess a background in Law, especially an in-depth understanding of the NACC, the Right to Access to Information Law and Whistleblower Protection Law.
- The service provider 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 on 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.
- Background in Law 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](mailto:procurement@transparency-lebanon.org), with “TI-LB – Video Production Consultancy” in the subject line, including:

- CVs.
- Cover letter outlining the relevant experience and eligibility rationale
- Detailed proposal for the videos with time frame.
- Portfolio.
- Timeline for customized videos.

Memo No. 486/AD

A: Sodeco Square Center, Bloc B, 4<sup>th</sup> Floor, Ashrafieh, Beirut - Lebanon

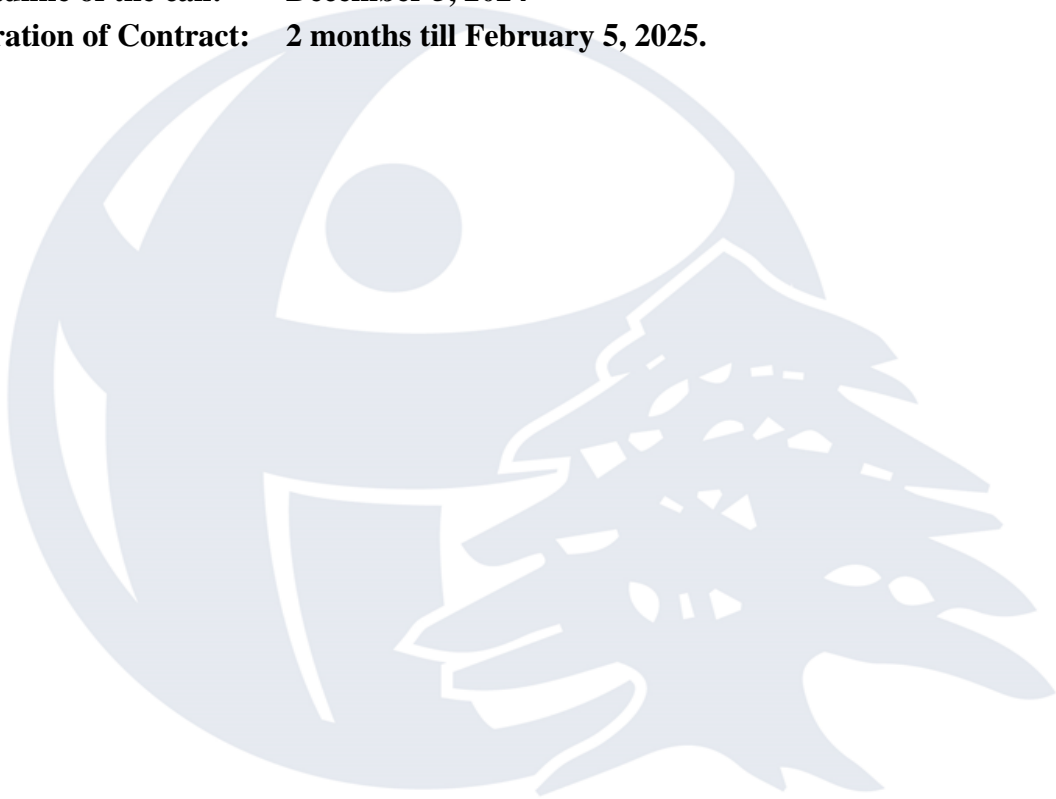
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E: [transparency@transparency-lebanon.org](mailto:transparency@transparency-lebanon.org)

[WWW.TRANSPARENCY-LEBANON.ORG](http://WWW.TRANSPARENCY-LEBANON.ORG)



- 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.
  
- **Type of Call:** Call for Content creator/Production house for a Self -Paced course
- **Intervention Sector(s):** Capacity Building
- **Deadline of the call:** December 5, 2024
- **Duration of Contract:** 2 months till February 5, 2025.



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