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International  
Labour  
Organization

# **Request for quotation**

## **ToR for Photography and Videography services for the ENABLE Programme Activities**

February 2024



### ► **ENABLE Programme Background**

The ILO is implementing the ENABLE Programme with funding from the European Union in partnership with Lebanese ministries, local authorities, and the ILO's Employment Intensive Infrastructure Programme (EIIP). The programme aims to provide alternative and sustainable livelihoods and access to decent work for individuals in Lebanon, particularly unskilled and unemployed youth, women, and persons with disabilities. It offers employment-related services, skills training, short-term employment in local infrastructure programs, and support for self-employment through enterprise and entrepreneurship development. The goal is to improve labour market outcomes, establish effective processes and referral mechanisms, and deliver job-oriented skills training, career guidance, and support for entrepreneurs. ENABLE also aims to enhance the connection between active labour market initiatives and social protection measures to help social protection beneficiaries enter the labour market and prevent precarious workers from losing their jobs. The program focuses on increasing economic opportunities for vulnerable populations through short-term employment, skills development, coaching services, and the integration of employment and social services. Specifically, it includes strategies and initiatives to support Lebanese social protection beneficiaries and Syrian refugees receiving safety net allowances in entering or re-entering the workforce, empowering them with the necessary tools, skills, and opportunities to become self-sufficient and economically active.

### ► **European Union Delegation Visit**

The European Union Delegation will be undertaking a field tour to visit the interventions of the ENABLE Programme that is scheduled to take place on 8 March 2024 in Tripoli and Akkar. The objective of the visit is to assess and gain firsthand knowledge of the progress, impact, and effectiveness of the ENABLE Programme's initiatives on the ground. This visit will provide an opportunity for the EU Delegation to observe the outcomes of the programme, engage with beneficiaries, and gather insights to inform future decision-making and support.

### ► **Skills Activities**

ILO ENABLE launched competency-based training sessions targeting 80 participants distributed among 5 occupations (Solar installation and maintenance, nursing assistant, machine operators, sewing, and agro-food) in North Lebanon/Akkar area.

### ► **EIIP Activities**

Within the ILO ENABLE programme, the rehabilitation of the agricultural road in Tal Maayan-Akkar is currently underway. This project aims to improve transportation infrastructure in the area, specifically targeting the agricultural sector. The rehabilitation of the road will enhance accessibility for farmers, enabling them to transport their produce more efficiently and access markets with greater ease. Additionally, it will contribute to the overall development of the region by fostering economic growth, creating job opportunities, and promoting social inclusion.

### ► **Entrepreneurship & Financial Education Activities**

ILO ENABLE is currently offering training programs that specifically target individuals aiming to generate and establish their own businesses. These training sessions are conducted by a network of skilled individual trainers who have undergone capacity-building initiatives using ILO Global tools, particularly the "Start and Improve Your Business/SIYB" training packages. The training sessions are taking place in the following locations: Tal Maayan (Akkar), Karantina, Bourj Hammoud, Damour and Saida. These training programs are designed to empower individuals and existing entrepreneurs, equipping them with the necessary skills and knowledge to succeed in their business ventures.

The potential entrepreneurs who attended Generate Your Business (GYB) and Start Your Business (SYB) training packages in February 2024, will receive five full days of financial training. These latter will cover modules including setting financial goals, managing money wisely, understanding financial products, understanding risks, establishing good relations with financial institutions among other topics. These trainings will be facilitated by ILO certified financial education trainers and will be implemented in Tal Maayan (Akkar), Karantina, Bourj Hammoud, and Damour and Saida.

### ► **Overall objectives**

The primary objective of this assignment is to capture high-quality photographs and produce engaging short videos that effectively showcase the EU Delegation visit, as well as the skills, EIIP, and entrepreneurship ongoing activities. The deliverables from this assignment will serve as valuable promotional and documentation materials, intended for use across various platforms, including online platforms, social media channels, and future marketing materials. These visual assets will play a crucial role in conveying the impact and success of the initiatives, attracting attention, and creating awareness about the projects supported by the EU.

#### ► **Outputs**

The selected service provider needs to deliver the final materials as per the delivery date on the contract:

- 1- Developing 2 to 3 minutes short Video covering the EU Delegation visit aspects.
- 2- Delivering high-quality photos for the EU visit and delivering a selection of images on the same day for press release and social media purposes.
- 3- Developing 2 to 3 minutes 3 short videos covering ENABLE activities (Skills, EIIP and Entrepreneurship and Financial Education).
- 4- Delivering high-quality photos for all ENABLE components (Skills, EIIP and Entrepreneurship and Financial Education) activities such as trainings, meetings....
- 5- Developing 6 Short testimonies videos (2 for each intervention) of 40 seconds each from 2 participants in each intervention

#### ► **ILO Focal Points**

Under the overall supervision and guidance of the ENABLE Chief Technical Advisor, the service provider will directly work with the Communication Assistant of the ILO ENABLE programme.

The Communications Assistant will provide specific guidance and ILO brand book for the service provider to ensure organizational branding.

▶ **Qualifications**

- At least 7 years of professional international experience in the field of communication, video development, video editing and photography in the development and press sectors.
- Excellent record of accomplishment in implementing videos and photos.
- Knowledge of multimedia to develop a range of communication and information products.
- Knowledge of the working practices of the international media.
- Compulsory experience of working with the ILO, the United Nations and International Development and Humanitarian International NGOs is required,
- Languages: Fluency in English language and good knowledge in Arabic

▶ **Time Frame**

The assignment is expected to start on 5 March and be completed by 31 May 2024.

▶ **Payment**

Payments will be issued upon satisfactory delivery of the below deliverables, and will be divided as per the below:

- 1- First payment of 30% upon the completion and submission of Developing 2 to 3 minutes short Video covering the EU Delegation visit aspects and delivering high-quality photos for the EU visit and delivering a selection of images tentatively due by end of March 2024.
- 2- Second and final payment of 70% upon the completion and submission of 2 to 3 minutes 3 short videos, delivering high-quality photos for all ENABLE components (Skills, EIIP and Entrepreneurship and Financial Education) activities such as trainings, meetings and Developing 6 Short testimonies videos (2 for each intervention) of 40 seconds each from 2 participants in each intervention tentatively due by 31 May 2024.

*Payments will be made via international bank transfer in US dollars. Transport is not included. Accordingly, the consultant should have a fresh USD account for payment purposes.*

► **Deliverables Required (please specify):**

	<b>Deliverables</b>	<b>No. of days needed</b>	<b>Price /day</b>	<b>Specifications</b>
<b>1</b>	Photography shooting and post-production			
<b>2</b>	2 to 3 minutes short Video EU visit			
<b>3</b>	2 to 3 minutes 3 short videos covering ENABLE activities			
<b>4</b>	6 Short testimonies videos			

To apply for this assignment, please your send your CV together with samples of photos taken, and an indication of expected daily rates or total fees required for this assignment in reference to the above table, to: [elkhoury@ilo.org](mailto:elkhoury@ilo.org) and [Chaya@ilo.org](mailto:Chaya@ilo.org) .

Deadline for Application: **Monday, 19 February 2024, cob Beirut Time.**