



FUNDED BY THE EUROPEAN UNION
بتمويل من الاتحاد الأوروبي



Invitation to Quotation Implementation Services for the Project 'Youth Resolve 2' Graphic Designer Invitation to Bid: GAME-YR-2021002

Beirut, 17 February 2021

Introduction

As part of Youth Resolve 2 Project, GAME will work on building communities' resilience and strengthening social stability through Street-Sports and for the first time in Lebanon, through Street Sports Incubator.

The Street Sports Incubator is a project to encourage entrepreneurship in the Youth of Lebanon from different backgrounds and nationalities by equipping them with the essential knowledge, skills, and facilities, to realize their ideas, form organizations, and establish businesses related to sports.

Youth Resolve 2 is the continuation of a project funded by the European Union, through the European Union's Regional Trust Fund, the "EU MADAD" fund, and carried out by World Vision, UTOPIA, DPNA and GAME. The goal of the consortium is to empower youth by providing them with the tools to become leading actors in their communities.

Confidentiality

GAME will treat the content of all tenders/quotations as being confidential and information provided in the tenders will be used for the purpose of deciding on the award of a contract as described in this document.

GAME Background

GAME is working for social change through youth-led street sports and culture in Africa, Europe, and the Middle East.

GAME establishes innovative facilities, offers youth-leader's trainings as coaches and role models in street sports and civil society and gives them the opportunity to use entrepreneurship to make positive changes for themselves and for peers and children.

GAME is a top 150 NGO with nearly 20 years of experience in lowering the threshold to the positive social communities of street sports and culture. Together with likeminded partners GAME is empowering children and youth from vulnerable areas and refugee settings.





FUNDED BY THE EUROPEAN UNION
بتمويل من الاتحاد الأوروبي



Scope of Work

GAME is seeking a part time Graphic designer with expertise in digital marketing to help with the implementation of the Youth Resolve 2 project visibility through Social Media and events. This includes the visual identity of the Street Sport Incubator project, reach out campaigns for GAME events and other visibility material while respecting and reflecting GAME's visual identity and guidelines while integrating the YR2 project visibility.

Responsibilities:

- Conceptualize visuals based on requirements.
- Develop illustrations, logos, and other designs.
- Use the appropriate colors and layouts for each graphic while following the proper guidelines.
- Ensure final graphics and layouts are visually appealing and on-brand.
- Work with the communication key person to produce required designs.
- Amend designs after feedback.
- Design strategic content for social media.
- Street Sports Incubator visibility and identity.
- Design of visibility material (banners, roll ups, stickers, etc.)

Requirements:

- Degree in Graphic Design.
- Proven graphic designing experience.
- A strong portfolio.
- Familiarity with design software and technologies (such as Illustrator, Photoshop, InDesign)
- A keen eye for aesthetics and details.
- Excellent communication skills.
- Ability to work methodically and meet deadlines.
- Ability to work with a team.

General Terms and Conditions

GAME will accept the most appropriate offer based on experience, expertise, and cost effectiveness.





FUNDED BY THE EUROPEAN UNION
بتمويل من الاتحاد الأوروبي



GAME will not be liable for any costs or expenses incurred in the preparation of a tender or quotation.

Conflict of Interest

Any conflicts of interest involving an applicant must be fully disclosed to GAME. Failure to disclose a conflict may disqualify an application or invalidate an award of the contract.

Contract Period

The contract shall start the date of awarding for a period of one year with the possibility of extension.

The expected working hours are: 15hrs/month

With the division of expected working days to be decided later.

Intellectual Property

Any concept, digital development, guidelines, or other material developed during the contract will be considered a copyrighted property of GAME.

Application, Documents and Offer

Applicants apply through this [Link](#). The needed documents to be uploaded in the link.

Administrative documents:

- CV
- Copy of your graphic design degree
- Copy of tax registration (If registered)
- Copy of ID of the designer

Technical documents:

- Portfolio
- Any other information considered useful

Financial documents:

- Proposed quotation for the working hours required.
(Rate/hour)
- The currency for the bid shall be in US Dollars
- All duties, taxes and other levies payable by the Bidder under the Contract, or for any other cause, as of the date of the deadline for submission of bids, shall be included in the rates and prices.



FUNDED BY THE EUROPEAN UNION
بتمويل من الاتحاد الأوروبي



- *Any other expenses such as insurance, transportation, or phone bills should also be included in the above rates and prices. No additional expenses will be covered.*

Kindly apply through your own templates.

Process

Applicants apply through this Link, then bids will be reviewed in 7 days after the bid closing date. GAME procurement committee will take a decision to interview a maximum of 3 bidders who are technically qualified based on their financial offer to discuss the technical solutions they are offering.

After the interviews, GAME procurement committee will offer the contract to the best applicant and offer.

Evaluation Criteria

The evaluation of the technical bids, submitted by consultants/consultancy firms, would be conducted according to the following criteria: Professional Experience, Experience in design, educational qualifications, experience in Lebanon and quality of technical proposal.

Contact for Clarification

For clarification you can contact Mrs. Lynn Hajj via email: lh@game.ngo or call GAME Lebanon office on +96176795954 to appoint a clarification meeting.

Deadline

- In case the Designer is not registered with Ministry of Finance, a deduction of 7.5 % should always be considered.
- Deadline for questions on submission is February 23, 2021 4:00 PM Lebanon Time since the deadline of Submission offers is February 26, 2021.
- Deadline for the submission of Offers is Friday, February 26, 2021 11:59 PM Lebanon Time.
- Any Offer received after the deadline (Friday, February 26, 2021 11:59 PM Lebanon Time) will be rejected.