



REPUBLIC OF SOUTH SUDAN
MINISTRY OF WATER RESOURCES AND IRRIGATION

Regional Climate Resilience Program for Eastern and
Southern Africa (P180171) – Phase 1 South Sudan

1st July, 2024

To: ALL INVITED RADIO STATIONS

**REQUEST FOR QUOTATION: DEVELOPMENT AND PRODUCTION OF RADIO JINGLES
FOR on Flood Emergency Preparedness and Response**

1. The Government of South Sudan through the Ministry of Water Resources and Irrigation (MWRI) is implementing the Regional Climate Resilience Program for Eastern and Southern Africa Project (RCRP Project).
2. The Ministry of Water Resources and Irrigation (MWRI) intends to apply part of the proceeds to pay for the development and production of radio jingles on Flood Emergency Preparedness and Response.
3. The Ministry now invites quotations for the development and production of Radio Jingles on Flood Emergency Preparedness and Response (hereinafter called “Services”). More details are provided in the Terms of Reference attached.
4. A firm will be selected under the Request for Quotations procedures and in a format as described in this RFQ, in accordance with the policies of the World Bank’s Procurement Regulations for IPF Borrowers: Procurement in Investment Financing - Goods, Works, Non-Consulting and Consulting Services dated July 2016 and current edition. (“Procurement Regulations”), which can be found at the following website: www.worldbank.org/procure.

Section A: Quotation Requirements

5. Brief description of the services required (See Terms of Reference).
6. **Quotations:** Bidders must quote for all items in the package. Partial quotations will be rejected. Each item must be quoted and listed separately. Quotations shall cover all costs of labour, materials, overheads, profits and all associated costs for performing the services. The cost of performing the services shall be included in the items stated and the cost of any incidental services or materials shall be deemed to be included in the prices quoted.
7. **Duration of the Services:** The Services will be required for period of two (2) weeks from contract signature (See timelines in Terms of Reference).
8. **Validity:** Quotations must be valid for 30 days from the date of submission of quotations given below.
9. **Payment Terms:** Payments will be made in the following manner:
 - i. 50% of the Contract Sum upon submission of developed jingles satisfactory to the RCRP
 - ii. 50% of the Contract Sum upon production of jingles satisfactory to the RCRP
10. Your quotation should be sealed in an envelope and addressed to and delivered at the following address:

The Project Coordinator (RCRP)
Project Implementation Unit
Ministry of Water Resources and Irrigation (MWRI)
Plot No: 11, Block No: AXII, Hai Cinema,
Juba, South Sudan
11. Quotations (**clearly marked with the quotation number and description**) must be delivered to the address above by hard copy on or before **Friday 5th July 2024 at 12:00 pm local Time**. Late bids shall be rejected.
12. We look forward to receiving your quotation.

Yours sincerely,



Andrew Yunda Stephen,
The Project Coordinator (RCRP)
Project Implementation Unit,
Ministry of Water Resources and Irrigation



REPUBLIC OF SOUTH SUDAN
MINISTRY OF WATER RESOURCES AND IRRIGATION

Regional Climate Resilience Program for Eastern and
Southern Africa (P180171) – Phase 1 South Sudan

TERM OF REFERENCE (TOR)

Terms of Reference (ToR) for Production of Radio Jingles on Flood Emergency Preparedness
and Response

1. Background

South Sudan is currently facing a severe flood emergency due to prolonged high-water levels in major rivers and lakes, exacerbated by forecasts of above-average rainfall. These conditions pose significant risks to communities, including displacement, food insecurity, and the spread of waterborne diseases. Vulnerable populations, including women, children, and the elderly, are particularly at risk.

To mitigate the impact of flooding and enhance community resilience, it is crucial to raise awareness and provide timely information on flood emergency preparedness and response

measures. Effective communication through radio, a widely accessible medium across South Sudan, is essential for reaching and informing a broad audience about safety protocols, evacuation procedures, and essential services during emergencies.

2. Objectives

- Raise public awareness about the imminent flood emergency in South Sudan.
- Educate communities on effective flood emergency preparedness measures and response actions.
- Facilitate the dissemination of critical information to minimize the impact of flooding on vulnerable populations.

3. Scope of Work

The project requires contracting a qualified media organization to perform the following tasks:

Production of Radio Jingles:

- **Content Development:**
 - Develop clear, concise, and culturally appropriate messages focusing on flood emergency preparedness and response.
 - Ensure messages are tailored to local contexts and address specific risks faced by communities in South Sudan.
- **Script Writing:**
 - Write scripts for radio jingles in English, Dinka, Nuer and Simple Arabic to maximize reach and understanding.
 - Ensure each jingle conveys key messages effectively within a duration of 30 to 60 seconds.
- **Recording and Production:**
 - Record jingles using professional voice talents and appropriate sound effects where necessary.
 - Produce high-quality audio outputs suitable for broadcast on radio stations.

4. Deliverables

- Five (5) radio jingles produced in English, Dinka, Nuer and Simple Arabic English
- Scripts and audio files of all produced jingles in both WAVE and MP-3 format.

5. Timeline (July 2024)

The project timeline is as follows:

- **Week 1 (July 8-14): Content Development and Script Writing**
 - Develop clear, concise, and culturally appropriate messages focusing on flood emergency preparedness and response.
 - Write scripts for radio jingles in English, Dinka, Nuer and Simple Arabic, ensuring key messages are conveyed effectively within 30 to 60 seconds.
- **Week 2 (July 15-21): Recording and Production of Radio Jingles**

- Record jingles using professional voice talents and appropriate sound effects where necessary.
- Produce high-quality audio outputs suitable for broadcast on radio stations in the above stated languages.

6. Qualifications

The selected media organization should possess:

- Proven experience in producing radio content and public awareness campaigns, particularly in emergency response contexts.
- Expertise in scriptwriting, audio production, and coordination with radio stations.
- Capacity to work in in English, Dinka, Nuer and Simple Arabic, ensuring effective communication with diverse audiences in South Sudan.

7. Budget

The contractor is required to submit a detailed budget proposal covering all aspects of production, including:

- Personnel costs (e.g., scriptwriters, voice talents, producers).
- Production costs (e.g., studio rental, sound editing) and other overheads.

8. Proposal Submission

Interested parties will submit proposals including:

- Relevant experience and qualifications of the team
- Samples of previous radio jingles or related work.
- Detailed work plan and timeline.
- Budget proposal with itemized costs.