



We Are Able
Registered Progress Film Documentary and Production
Terms of Reference

1. Background Information

Consortium of five organizations namely Light for the World, ZOA Dorcas, VNG, The Hague Academy for Local Governance and Africa Disability Forum (ADF) in South Sudan with funding from the Ministry of Foreign Affairs in Government of Netherlands. The project is called We Are Able for the period of three years 2022-2024. The project implementation was successful. As practices of best standards, the consortium members are agreed upon an exercise of conducting registered progress of the project to be documented in film for sharing with the public and the donors as a symbol of transparency and accountability including showcase the impact of the project to the public, government and donors

This initiative of project registered progress filing is intended to amplifying the voices of the communities, government, person with persons, organizations of persons with disabilities and the mainstreaming civil society on the importance of the We Are Able project, its met challenges and areas of possible improvement

2. Purposes of the filming

To raise voices of the communities, persons with Disabilities, OPDs and government on the project activities in terms of successes, challenges and areas of possible improvement

3. Specific Objectives

- a) To collect evidences on progress met, challenges met and area of possible improvement
- b) To raise voices for fostering transparency and accountability
- c) To demonstrate impact realized in the communities and promotion and protection of the rights of person with disabilities

4. Activities

- a) Identifying speakers for the filming
- b) Administering the filming by hired documentary experts
- c) Producing the film for approval by the consortium members
- d) Planning the public film shows in EU compound for diplomats, Law Makers, UN agencies, persons with disabilities, organizations of Persons with Disabilities (OPDs), faith-based groups and civil society
- e) Sharing the film with We Are Able donors



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5. Audience for the filming

- a) Representatives of persons with disabilities at (6 voices at rate of 50-50 between female and male)
- b) Relatives of persons with disabilities (four persons -2-Bor and 2-Juba)
- c) SSUPD –chairperson
- d) 2 Representatives of Organization of Persons with Disabilities - OPDs (One-Juba and One-Bor)
- e) 2 Representatives of Disability Inclusion Facilitators - DFI (One-Juba and One-Bor)
- f) 2 Representatives of Civil Society Organizations at the State Level - Jonglei State
- g) 2 Journalists (Consortium Partner’s staff for Light for the World and Community Empowerment for Progress Organization) - CEPO reporting on rights of persons with Disabilities (One-Juba and One-Bor)
- h) State and National Parliament Speaker
- i) State Advisor for Human Rights - Jonglei State
- j) Hon. Minister of Gender, Child and Social Welfare - Jonglei State
- k) National Hon. Minister of Gender, Child and Social Welfare
- l) National Vice President on Gender and Youth Cluster

6. During of the film: 30-45 minutes

7. Basics about content of the film

- a) Voices on benefits gained from the We Are Able Project
- b) Voices on importance of the We Are Able project
- c) Voices about feelings towards the We Are Able Project
- d) Voices on areas of possible improvement
- e) Voices on challenges met

8. Team on the film administration

There will be a team of two staff working with the video documenting expert. The two staff to be engaged on the following actions;

- a) **Interviewer:** One staff from consortium member Light for the World. He/she will be administering the questioning of the interviewees during the filming
- b) **Safety and security of the filming:** A staff from consortium member CEPO. He/she is to ensure safety and security of the process of filming the video
- c) **Video documenting Expert:** This will be the person documenting the filming for editing and production

9. **Duration of the filming:** The filming will last for the period of 14 working days in Juba and Bor. Final film will be shown during the 16 Days of Activism from 24th November to 10th December 2023 in Juba and Bor. 2 Days filming in Juba and 2 Days filming in Bor from 6th to 10th December, 2023

10. **The Host:** ZOA Dorcas - Pathway one - Community Mobilization one of the We Are Able Project is responsible for financing of the project.



11. Work Schedule:

The assignment will be for a duration of 10 days as specified below;

- (i) Three (3) days for two way traveling and preparation for the filming and documentary exercise.
- (ii) Four (4) days for filming and documentary coverage
- (iii) Three (3) days for production and submission of the final /detailed report

12. Payment Schedule:

Agreed payment schedule and percentages will be contained in a detailed contract. Payment of professional fees will be based on deliverable. The professional fees shall be subject to 20% withholding tax.

13. Applicant Competencies

- Should be a registered media House with south Sudan national communication authority.
- Media House/firm with filming documentary experience
- Media House should have filming expert with excellence filming and documentary record and communication skills.
- Experience in South Sudan context is desirable
- Experience with working with people with disabilities
- Good interpersonal skills.
- An analytical mind with creative problem-solving abilities
- Good time management and organizational skills

14. Languages

- Excellent written and verbal communication in English. Fluency in spoken Arabic and understanding a must
- Understanding of the local language of the filming areas mentioned above desirable.

15. Application Requirements

- (i) Cover Letter explaining why you are the most qualified for this consultancy including dates of availability.
- (ii) Most updated Resume/CV of the filming crew.
- (iii) Detailed technical proposal explaining how the consultancy will be done with a work plan that corresponds to the maximum number of days provided for the consultancy.
- (iv) Detailed financial proposal with all related costs including professional fees and other reimbursable. The professional fees is subject to a 20% withholding tax.
- (v) Scanned copies of all valid legal documents of the media house or company including valid tax clearance certificate and operations license.



- (vi) Recommendations from past clients for same consultancy
- (vii) Equipment travel clearances from the Media authority + from all other relevant organs of Government.

16. General Conditions and Disclaimer

This call for expression of interest is simply an invitation to submit a proposal in accordance with this Terms of Reference document. This Call for proposal does not constitute an offer of any kind on the part of ZOA Dorcas.

No contractual or other legal obligations arise on the part of ZOA Dorcas to any consultant by this call for proposal or the submission of a proposal by a consultant/firm nor is any legal relationship created between ZOA Dorcas and you until such time as an agreement, if any, is subsequently reached.

ZOA Dorcas reserves the unilateral and exclusive right to modify or cancel this call for proposal at any time without any obligation to any one and makes no guarantee that the process initiated by this call will continue.

ZOA Dorcas has a ZERO TOLERANCE TO SEXUAL EXPLOITATION, ABUSE & HARRASMENT and also to abuse against Children. Any bidder known to have indulged in such practice now or during this process will be disqualified with the immediate effect.

Each Consultant or Consulting Firm and its director(s) shall be subjected to vetting (Member Check) against list of listed companies or individuals on OFAC, EU, USA, & South Sudan list of sanctions.

Vendors doing business with ZOA will be screened on anti-corruption due diligence before ZOA confirms an order or contract. By submitting this offer, the supplier agrees that his data may be used for such a screening and that the supplier will be registered in the ZOA ERP software."

Please send your proposals to: procurement.southsudan@zoadorcas.ngo with the title; **"Application for Registering film documentary and production"** in the subject line no later than Friday 27/ November, 2023.

Approved by *Taban Michael* Date *21/11/2023*

Position *Construction Coordinator* Signature *[Handwritten Signature]*

