



United Nations Children's Fund (UNICEF) in occupied Palestinian territory (oPt) is seeking professional video company / ies to document the situation of children and women in oPt as per the following terms of reference:

I. Specific Terms of reference for videography company

The consultant will provide videography services covering the situation of children & women in support of UNICEF's advocacy as well as programme communication activities.

1. Develop multi-media source material on a quick turnaround, under tight and variable deadlines:
 - o Shoot video footage to fulfill each specific assignment and its criteria and objectives and conduct recorded interviews as per UNICEF guidance
 - o Edit video file in consultation with UNICEF and produce shot list in English
 - o In some cases, carry out final edits to produce final clips in required format(s)
 - o Ability to transmit source material to specific receivers via file transfer protocol (FTP) or satellite feed.
2. Develop a thorough understanding of the Guidelines on Ethical Reporting on children as well as thorough understanding of the organization; learn and apply required video industry standards for format, style, messaging, etc. as required; be well-informed about international current events

II. Qualifications:

More than five years experience in video documentation and productions including experience in working with UN agencies.

Ability to work with children.

Ability to work under pressure and meet tight deadlines.

III. Submission of proposals:

- a. background and experience of videography company (years of experience, number of staff, number of professional staff members, names and contact details of management and key editor and producers, sample CVs of editors, producers and location of offices)
- b. indicate ability to transmit files via file transfer protocol (FTP) or satellite feed
- c. ability to work in West Bank and Gaza
- d. cost cover the following components:
 - Editor and editing unit,
 - cameraperson and use of camera,
 - sound person,
 - transport,
 - cost of tapes/ DVDs.
 - Editing sessions should include dubbing, transcription and translation. Should also specify the duration in hours for daily shooting in the field and each editing session.

Interested companies should submit their proposal by 18 April 2008 and addressed to the following with reference to **"oPt Videography companies"** :

Chief of Operations UNICEF OPT, Beit Hanina, Jerusalem

Email: jerusalemhrvacancies@UNICEF.org

Applications which do not meet the specified minimum requirements or are received after the closing date will not be entertained.

Telephone inquires will not be entertained