



Terms of Reference (ToR) for the production of video documents highlighting the success stories of care leavers (integrated youth) of SOS Children's Villages Nepal

SOS Children's Villages is a global federation working primarily to provide protection, quality care, and a loving home to the children who have lost or are at the risk of losing parental care.

1. Background:

SOS Children's Villages Nepal is a non-governmental organization working primarily to ensure the future of the children who have lost or are at the risk of losing parental care. We also support disadvantaged families to care for their children and provide quality alternative care when children can no longer live with their families. The first SOS Children's Village in Nepal was established in Sanothimi, Bhaktapur in 1972 A.D. In the last 5 decades, SOS Children's Villages Nepal has been successful in helping many needy children and young people who are now leading a dignified life in their respective societies. SOS Children's Villages Nepal supports young people on their way to employment and independence through a special focus on youth empowerment.

2. Objectives

The main objective of this consultancy assignment is to produce video documents highlighting the success stories of young people of SOS Children's Villages Nepal who are integrated in society. These video documents will be used as advocacy materials for the organization and can also be used for fundraising purpose by the federation. Similarly, these documents will be instrumental in providing insights for children and young people in relation to their successful integration in future. Additionally, this project aims to promote young talents (former SOS participants) in their professional career.

3. Scope of work

The selected consultant(s) will have to take the entire responsibility of the production including designing the storyboard, gathering information, visiting the location, filming, editing, narration, voice over etc. The consultant(s) will be provided with the required information by SOS Children's Villages Nepal. Department of Youth Development will closely monitor the entire process and will provide feedback, comments and inputs during this process. The video documents will be in Nepali with English subtitles or vice-versa.

4. Location

The filming of the video documents will take place in Kathmandu, Kaski, Chitwan, Sunsari and Banke.

5. Expected Timeline:

- The work begins as soon as the consultant(s) is selected and the contract is signed. (October 18, 2020)
- The consultant(s) will submit the timeline while submitting the expression of interest.
- The submission of the first version of the video documents is December 5, 2020.
- The final submission of the video documents is December 28, 2020.

6. Deliverable and payment distribution:

The selected consultant(s) will produce four video documents (each video featuring a young person in about 2-3 minutes) with English subtitles.

Payment will be managed upon the delivery of the details given below.

- Detailed proposal with storyboard and work plan - 20%
- First draft video documents – 30%
- Final documents – 50%

7. Requirements

- The principal consultant should be below 30 years of age and should have at least higher secondary education.
- Must be an SOS graduate/SOS alumni or former SOS participant.
- Should have a minimum of two years of experience in the field of video production, editing and direction.
- Should have all required equipment for the video production (high quality filming and editing equipment).
- Should be able to communicate in Nepali and English.
- Should have a good track record in video document production.

8. Applications

All interested young people meeting the above mentioned criteria are asked to submit their expression of interests along with the documents listed below by October 18, 2020 to the address given below.

- A detailed proposal
- A document that verifies that the principal consultant is a former SOS participant
- A sample storyboard (detailed concept note)
- A link (YouTube or any other platform) that demonstrates sample of recent and relevant work.
- List of equipment to be used including the software details used for editing and voice over, narration professionals
- Profiles of the young people to be involved (Curriculum Vitae) along with their roles and responsibilities
- Financial details (cost estimation)
- Copy of firm/organization registration (if available)

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For further queries about the project, please contact Ganga.Gurung@sosnepal.org.np

SOS Children's Villages Nepal reserves the right to reject any or all applications without assigning any reason whatsoever.