



ACT AFRICAN CONSERVATION TILLAGE NETWORK

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REF:TN/ACT/ABACO

INVITATION TO BID ACT BID- TN-ACT2011-01201

Production of Conservation Agriculture Documentary in Africa

ABOUT ACT

The African Conservation Tillage Network (ACT) is a pan-African membership not for profit organization bringing together stakeholders and players interested and committed to enhancing the development and adoption of conservation agriculture in Africa through sharing knowledge and information.

ACT's mandate is driven by the conviction that widespread adoption of conservation agriculture will contribute significantly to the attainment of both agricultural and environmental objectives-empowering farmers and rural communities to manage their resources, sustaining the resilience at the same time achieving viable production systems. In this way, ACT aims to contribute to placing at the disposal development partners and governments farming practices that will not only bring agriculture back in the driving seat for economic and rural development, but also address the immediate concerns of food insecurity and poverty.

Detailed information of ACT can be found on the internet site: <http://www.act-africa.org>

ACT Herewith invites you to submit a Bid for Conservation Agriculture (CA) as follows:

CONTRACT PURPOSE

The goal of the assignment is to capture the efforts, successes and impacts (stories) in adaptation and adoption of CA in coping with vagaries of harsh climates and elusive policy supports to farming. Convincing evidence will be produced in the form of a movie, to the opportunities and benefits of CA for food security and safety, creating wealth, adapting/mitigating climate change and sustained utilisation of the land resource without degrading it.

The objective of the documentary is to show, especially to development partners (EU, IFAD, SIDA and The German Trust) and high level politicians, that CA can work in Africa and that it provides a win-win situation profitable for both farmers and environment. The documentary will be based on the experiences of the African Conservation Tillage Network (ACT).

SPECIFIC OBJECTIVES/ACTIVITIES ARE:

1. Develop the film's overall concept, seek and incorporate input from key stakeholders
2. Develop the films scenario, write script, seek for and incorporate feedback and approvals.
3. Explore and seek for available and striking reference materials including videos, photographs, animation, graphics etc. on CA implementation in Africa (to be provided by ACT).
4. Select experts/speakers for the film, in consideration with ACT's experience and guidance.
5. Visit the Burkina Faso, Kenya and Tanzania CA sites and interact with local communities and other stakeholders implementing CA SARD, SCAP and ABACO projects.
6. Perform appropriate video filming and shoot interviews¹ with the identified Projects' major stakeholders, e.g. smallholder farmers, large scale farmers, entrepreneurial CA service providers, extension workers, district government authorities, NGOs, ministries, parliamentarians, academia, ACT experts and donors.
7. Compose and edit the documentary as per the script, inclusive of native English (and French) voice over, music and background sounds, subtitling and translations English/French.
8. A first preview will be shown to the project leader .Consultations/discussions will be organized with ACT experts about the film's contents and seek for feedback and approval for release.
9. Post editing for syncing and balancing audio, color and the rest of post-production finalization to produce a 20 minutes-long film and separate thematic video clips.
10. Participate in the organization for the film's official presentation to National Governments, state institutions representatives, international agencies and embassies, NGOs, and Development Partners.
11. Arrange film's screening on international TV channels.
12. All intellectual property rights, including copyright, in the outputs produced under this Agreement are vested in ACT, including, without any limitations, the right to use, publish, translate, sell or distribute, privately or publicly, any item or part thereof. Neither the Service Provider nor its personnel will communicate to any other person or entity any confidential information made known to it by ACT nor will they use this information for private or corporate advantage. This provision will survive the expiration or termination of this Agreement.

1. Two to three shootings of the same sites will be necessary to base the story-line on a logical sequence of shots during planting time and weeding, followed by harvesting and post-harvesting activities.

GENERAL REQUIREMENTS AND CONDITIONS:

1. Acceptance of ALL ACT Bid Requirements and conditions including Technical Specifications. None compliance to stated requirements may lead to bid disqualification.
2. Bids must remain valid with firm and fixed prices **for 60 days** after Tender Closing Date. Please state if ACT is entitled to special discount.
3. Your offer price should be inclusive of delivery to ACT Network, Nairobi Kenya. a) Courier b) Insurance and the total price for the quoted service.
4. ACT reserves the right to reject any delivery that does not comply with the technical specifications.
5. Time of delivery to the destination specified above: Goods are required urgently, therefore please quote your best delivery terms in days/weeks after receipt of an eventual Purchase Order.
6. Late Delivery: In the event of late delivery, penalty will be applied at a rate of 2.5% of the value of the goods per week of delay. The penalty for late delivery applied will not exceed 10% of the total order value.
7. Please note that the Organization will make payment to a bank account indicated by the selected supplier in its invoice, providing that the bank account is in the name of the supplier and located in the country of residence of the supplier.
8. Bid results will not be made public; however unsuccessful suppliers will be notified in due course.

DELIVERABLES

1. The film's overall concept developed by the team members in close communication with the project team of ACT and different involved actors by 29th February 2012.
2. Clear agreements between Vendor and ACT about the exact content of the documentary, the timing for filming, the interviews to be made, the text of the voice-over and artistic possibilities made by 29th February 2012.
3. Shoot interviews with key informants and video footage for planting and weeding operations in Kenya and Tanzania by March and April 2012. Activity will be conducted in June 2012 for Burkina Faso.
4. Shoot interviews with key informants and video footage for comparison of the different CA treatments in by August 2012 in Kenya and Tanzania and early September 2012 in Burkina Faso. Arrangements could be made to capture (without physically visiting) post-harvest operations and farmers' assessment of the systems in late October.
5. A Quality and convincing 20-25 minute CA documentary in full HD (1080p) inclusive of voice over, music and background sounds in English produced by 30th November 2012. A translation will be made for the French version and/or sub-titles.
6. Trailer and internet version of the CA documentary (e.g. for Vimeo, YouTube, Exposure room) produced by 30th November 2012.

7. Two 3-5 minute clips from the documentary for TV stations and internet version (e.g.Vimeo, Youtube, Exposure room) developed by 30th November 2012.
8. Ten DVDs with professionally designed DVD cover produced by 30thNovember 2012.
9. Developed invitation card, poster and a booklet for the film's official presentation to National Governments, state institutions representatives, international agencies and embassies, NGOs, and Development Partners by January 2013.
10. Facilitate screening/airing of the documentary in at least 2 international TV channels by January 2013.

QUALIFICATIONS AND COMPETENCIES REQUIRED

- The vendor (organization or a Documentary production firm) which will participate in a production tender should have extensive experience in producing public information video films or TV programmes, relating to the agriculture as a livelihood;
- Experience in working with international organizations and/or international donors;
- Awareness of the international development and technical assistance programmes in Europe and Africa;
- Excellent technical capacities to ensure smooth and high-quality production (video production staff, owner of its own video production studio or a documented proof of an access to a rented video studio);
- Experience in working with state institutions, NGOs and local authorities, working in rural development and agriculture fields;
- Ability to ensure the consecutive screening of the film on national and international TV channels upon its completion;
- Extensive experience in organizing public presentations of documentaries;
- Excellent planning and organizational skills;
- Ability to comply and meet tight schedules and deadlines.

SPECIFIC BID REQUIREMENTS:

The vendor (organization or a documentary production firm) interested in taking part in a production tender should submit the following:

- 1) Information sheet, describing the vendor's registration details, (name and type of organisation, registration date, operational details, address, telephone number, e-mail and Web addresses, name of the organisation's director, names of proposed filming crew and their CVs);
- 2) List of similar productions in the past, with copies of produced films (if possible);
- 3) Detailed project proposal together with a preliminary work-plan and proposed budget (cost of production works and other assignment-related expenses) in Burkina Faso, Kenya and Tanzania;
- 4) Confirmations of organisation's ability to broadcast the produced film on television (either within a specialised TV programme or within a separate time slot).

TENDER EVALUATION CRITERIA

No.	Evaluation Criteria	Maximum score
1	Experience in producing video documentaries depicting social-economic development matters in Burkina Faso, Kenya, Tanzania and internationally	25%
2	Extent to which the proposal and action-plan meet the current ToR and the assignment's main elements	20%
3	Creative and innovative ideas presented in the proposal	15%
4	Effectiveness of a proposed work-plan with realistic implementation deadlines	10%
5	Affordability of production costs and necessary expenses, transparency and efficiency of costs	30%
TOTAL		100%

The proposed budget has to be calculated in Euros, including all taxes and duties. The winning proposal is considered to be the one which obtains maximum of the total possible points. ACT will conclude a service contract with the winning vendor and will administer all the payments upon completion of the works outlined in the current ToR. It is possible that the winning vendor receives advance payment of up to 70% of the total amount of the contract.

PLEASE, send your tender bids only by email to:

info@act-africa.org with subject "Tender CA Documentary Production". Applications sent after the deadline will not be considered. Acknowledgements will be sent only to applicants who strictly meet the requirements of the position and in whom there is further interest.

CLOSING DATE: 15th February, 2012 – 17.00hrs East African Time