



Looking for Video Production Independent Video Production/Firm Production

Project name: Cambodia Malaria Elimination Project 2 (CMEP2)
Title: Behavior change video related to How to appropriately use topical repellent
Dates of assignment: October 07 to November 29, 2024
Work relationship: Reporting and working closely with SBCC Specialist
Number of working days*/hours: N/A

University Research Co., LLC (URC)

Guided by a strong vision of equitable and resilient systems that respond to people's needs and emerging threats, URC helps countries and local actors to build, implement, and sustain science-driven, scalable solutions. Established in 1965, URC offers a range of technical expertise to empower governments, communities, and service providers toward strengthening their own health and social systems and improve service quality. We aim to expand access to and improve the quality of services, addressing maternal, newborn, child, and adolescent health; global health security and infectious diseases, including HIV/AIDS, TB, and malaria; reproductive health and family planning; nutrition and water, sanitation, and hygiene. In our interactions with each other and our clients, we stay true to our values for transformative change by focusing on:

Creativity: by unleashing our creativity, we enhance engagement and interaction to improve problem-solving.

Collaboration: not only our work towards the same vision and mission instill staff with a strong sense of purpose, but also enables us to complement each other's skills and allocate work to maximize everyone's strengths.

Accountability: we hold ourselves responsible for accomplishing goals, completing assignments, and making decisions.

Diversity, equity, and inclusion: we embrace the importance of a diverse, equitable, and inclusive environment, where our leadership and staff model behavior that enriches our organization, demonstrates respect for all people, and supports opportunities for all staff.

Transparency: we understand that when employees deeply trust one another and their leaders, they will be more engaged in their roles because they will not be worried about unfair treatment.

1. Purpose

The purpose of this terms of reference (ToR) outlines tasks and responsibilities for a videography Agent to produce the CMEP2 behavior change video related to how to appropriately use topical repellent. The assignment for the contracted Company/Agency/individuals will cover October 07 to November 29, 2021.

2. Background

Cambodia is on track to achieve its goal of eliminating all species of malaria by 2025, but challenges remain, and the elimination and prevention of reintroduction and reestablishment (POR) of malaria bring new challenges. One significant challenge is in promotion of malaria prevention behaviors in remote and rural areas where transmission is still occurring, and where malaria, if reintroduced, could easily reemerge. The United States Agency for International Development (USAID) and the US President's Malaria Initiative (PMI) support the Cambodia Malaria Elimination Project 2 (CMEP2) to support malaria elimination and POR activities in the country. CMEP2 is managed by the University Research Corporation (URC).

CMEP2 in partnership with the National Center for Parasitology, Entomology, and Malaria Control (CNM) and Promoting Healthy Behaviors (PHB) Activity/Population Services International (PSI) are now in the joint



development of social behavior change tools on the use of topical repellents for the prevention of malaria. Currently, CMEP2 is seeking a company, agency, or institution to produce a CMEP2 project behavior change video. The contracted supplier will report and work closely with the CMEP2 behavior change communication specialist on the assignment mentioned.

3. Objective

The primary objective is to produce the behavior change video of 1-minute length to demonstrate the wider audience comprising of forest goers, tourists' group, donors, government counterparts and other key malaria stakeholders on the important of using topical repellent to prevent malaria transmission, how to appropriately apply it on skin.

4. Scope of Work (Key Activities)

The following is a list of anticipated activities to respond to the above objective:

- Working with CMEP2 to better understand the assignment along with project strategies/activities, if relevant.
- Finalizing the video storyboard/script. Discussing with CMEP2 on the drafted storyboard/script, working on feedback and making finalization
- Shooting the video, editing (including English sub-titles), voice over, and submitting the video to CMEP2 for comments and feedback.
- Collecting feedback from CMEP2 and modifying the videos accordingly
- Ensuring compliance to CMEP2 video production branding/marketing policy
- Finalizing the video, packaging, and submitting it to CMEP2 within a given timeframe.

5. Deliverables

The Company/Agency/Institution will deliver the finalized 1-minute video to CMEP2 on or before or by November 29th, 2024. According to the timeframe mentioned below, other deliverables are required prior to the final deliverable 1-minute video.

6. Timeframe

The Company/Agency/Individual will be engaged until the final deliverable is met, which is expected from October 07 to November 29, 2024. The assignment will require travelling out of Phnom Penh for video shooting to selected CMEP2 location and capturing stories and video bites in Phnom Penh.

No	Activities	Oct	Nov	Dec
1	Meeting CMEP2 to get a clear understanding of assignment and relevant project strategies/activities, briefing relevant policies required by CMEP2 project compliance and policies, thus including branding and marketing policy, child protection, etc.			
2	Finalizing the video storyboard/script and submitting to CMEP2 for comments			
3	Working on feedback and making finalization of storyboard/script			



4	Coordinating and shooting the video			
5	Submitting the drafted video to CMEP2 for comments and feedback. Working on feedback and modifying the video and resubmitting to CMEP2			
6	Finalizing the video, packaging and finally submitting to CMEP2			

7. Profile of the Agent/Supplier

The following is criteria and profile of the Company/Agency/Individual:

- Be a registered company/agency
- Have professional skills and experience in making documentary videos, health project shoot preferred.
- Have professional equipment to produce video with high quality.
- Be a good team player with facilitation skills and open for feedback and comments.
- Be responsive and compliant with required deadlines.
- Have strong knowledge of English and
- Be flexible and adaptable to travel out of Phnom Penh.

Application Procedure

Interested individuals/companies must submit the following documents/information to demonstrate their qualifications:

- Company portfolio indicating experience in producing a video related to behavior change, educational video, video documentary, etc.
- Include links to 2 sample videos from your previous video production experience.
- List of owned high-quality equipment that the applicant will use
- A financial proposal/budget based on the lump sum amount for video production as per ToR requirements.
- Other necessary or required documents to comply with URC's policy will be requested once the applicant is being offered.

8. Payment Schedule

The payment is based on the contractual clause and largely will apply to the financial rules of URC. All invoices shall need to be produced against payments. No additional payment shall be made beyond the agreed and contracted amount. Full payment shall be made after the completion of the task. URC could accommodate the advance but not more than 30% of the total cost. If the product is not acceptable, the supplier will have to redo it again without any extra payment. In case of any conflict of task and priorities, it will be mutually agreed between 2 parties. All field arrangement and other logistical arrangement will be the responsibility of the Supplier, URC team shall only have facilitated and support in organizing the field activity.



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Application deadline is **06th October 2024, by 5:00pm** (Phnom Penh Time). Interested suppliers should send their proposal to csocheat@URC-CHS.COM, or submit to URC at # 31, Street 352, Sangkat Beugkengkang I, Khan Beugkengkang, Phnom Penh, Cambodia.