



## Request for Proposal- Videographer Services

IBI is an international economic development consulting firm in the United States that specializes in economic growth, governance, monitoring and evaluation, and human and institutional performance improvement. Established in 1996, IBI has successfully implemented some 50 projects in over 70 countries. To learn more please visit our website at [www.ibi-usa.com](http://www.ibi-usa.com). IBI is a woman-owned small business.

In Liberia, IBI is implementing the USAID-funded Liberia Data, Evaluation, Learning, and Technical Assistance (DELTA) Activity to provide an innovative degree of analytical and advisory services to USAID/Liberia's Office of Program and Project Development (PPD) and Development Objective (DO) teams in support of the Mission's project design, performance monitoring, and evaluation, and operational learning and adapting.

### Background

The Liberia Development Awards (LDAs) is a flagship initiative of the USAID/Liberia Development Outreach and Communications (DOC) Office. The Award program recognizes and celebrates Liberians whose lives and work best exemplify Liberia's capacity to chart its development course. The Awards feature well-produced hero narrative videos that tell compelling stories about each Awardee and, in the process, provide useful "lessons learned" messages about how properly designed and executed development programs can change lives and entire communities for the better. Representatives from the donor community and the GoL will present awards/certificates to Awardees. The Awards will include a sit-down dinner, inspirational performances, and widespread media coverage that help to meet the DOC Office's objective of targeting a wide range of the Liberian population with positive messaging around the importance of development and the impact of USAID/Liberia's investments.

### Scope of Work:

It is against this background that Liberia DELTA is soliciting a request for a proposal from a professional **videographer** to produce 18 videos (1-2 minutes long each) profiling individuals or institutions for their unique achievements.

The contractor will:

- Develop and provide treatments, shooting script, and final narration script for each video.
- Provide production/post-production equipment, including still and video camera(s), video editing equipment, and related software.
- Work independently, planning and filming based on schedules provided by the contractor.
- Produce videos independently, with original graphics and music.
- Be responsible for all costs associated with travel, including travel to various counties, for filming/recording individuals or institutions to be profiled in the videos.





- Complete and provide rough cuts of all videos by November 7, and final cuts by November 30, 2023

**Level of Efforts: 20 days (Oct 2 - October 31, 2023)**

**Deliverables:**

- Shoot videos on the field.
- Prepare scripts.
- Record the narrator.
- Edit footage.
- Deliver final video and photos to Liberia Development Awards

**Qualification:**

- Must have five years of experience producing videos for major organizations, preferably international organizations.
- .Ability to deliver products according to the specified technical requirements.
- Ability to Graphically enhance video.
- Must be willing to one or two videos that are no more than five minutes from previous work.
- Able to collaborate with the client to plan video shoots and film videos.
- Ability to ensure that the proper equipment for video shoot is available and properly functioning.

Please apply to this email address: [deltarecruitment@ibi-worldwide.com](mailto:deltarecruitment@ibi-worldwide.com)

**Closing Date: 21, September, 2023.**