

Date: 21.02.2018

Dear Sir or Madam,

Greetings from REFORM Association

**Subject: Request for Quotation**

REFORM is planning to contract with a director for a video shooting for the total amount of seven videos for fourteen people - two persons for each video. The videos will consist of interviews with a group of people to celebrate the anniversary of International Women's Day, and the idea revolves around the support that women receive from their male counterparts i.e., husbands, fathers, brothers, sons, or friends. We would like to ask for your quotation regarding the items mentioned below, please submit your offer latest by **Sunday 25.02.2018.**

**Directing seven videos for the anniversary of International Women's day****Duties of the director:**

- Availability for six working days divided as follows: Two days for the preparation of the script, Three days for the facilitation of the dialogue, one day for reflection and publishing the videos on different social media. Initiatives dates are between Feb.26<sup>th</sup> – March 2<sup>nd</sup>.
- Preparation of the scenario for the interviews.
- Conducting seven separate interviews, each interview should be two minutes long.
- Facilitating the dialogue and the discussion for the interviews.
- Participate in one of the interviews.
- Follow up with editors.
- Personal reflection on the recorded interviews.

**Specifications of the director:**

- Proven experience in feminism concepts.
- Experience in the field of direction, production, role playing and filming.
- Familiar with He for She concept.
- Acting experience.
- Ability to prepare scenarios.
- Ability to conduct interviews.
- Ability to criticize montage.

- Dialogue & interview discussion facilitation skills.
- Advanced and proven experience in designing and leading interviews.

**Notes:**

- Offer should be drafted in English and submitted in one currency (ILS). All taxes must be included in the final price.
- Resume and price offer should be delivered by hand in a signed/stamped envelope to the following address:

The Palestinian Association for Empowerment and Local Development- REFORM,  
Tirawi Building, 2<sup>nd</sup> floor in Al Masyoun, Ramallah.

For more information, please do not hesitate to contact us on the following contact details:

Telfax: 02-2966645, Email: [Info@reform.ps](mailto:Info@reform.ps) .

Thank you for your kind cooperation,

Sincerely yours,

Nadine Natour

Financial & Administrative Officer

 **REFORM**