

Date: 24.07.2016

Dear Sir/ Madam,

Greetings from REFORM Association

**Subject: Request for quotation for Documentary Film Making**

The Palestinian Association for Empowerment and local Development –**REFORM** aims through Hand In Hand Innovation Hub project to work on producing a documentary film.

The Innovation Hub seeks to contribute to bridging the gaps between the various community components on both social and economic levels; 1) providing a safe and interactive platform to enable all members of different groups of society to participate in decision making processes, especially youth and women; 2) to improve their living conditions by developing untraditional production patterns, enhancing cooperation and partnership between targets groups, and increasing social responsibility of the private sector.

Please submit your offer latest by Sunday 04.08.2016 before 02.00 PM.

**Objectives:**

1. Highlight Hand In Hand Innovation Hub project.
2. Highlight interactive platform that the project creates.
3. Fostering youth and women participation in the Palestinian social and political life.
4. Highlight the role that Hand In Hand Innovation Hub project has in enhancing social responsibility for public sector, youth, and private sector.
5. Highlight success stories, activities and stories that are performed, project tracks, and Beneficiary interaction with the project.

**Tasks:**

1. Shooting.
2. Interviews.
3. Commentating.
4. Editing.
5. Producing a documentary film up to 7 minutes.
6. The film should be translated into English (texts, words).



**Expected outputs:**

A documentary film that Highlight Hand In Hand Innovation Hub project.

**Time Period:**

It is expected that the film producer works to get the job done from the date the project starts till 30.09.2016, delivery due date is 30.09.2016.

**Background:**

1. Proven experience in film production.
2. Ability to work within a team.

**Application Requirements:**

1. Experience in film production.
2. Send the Resume or any work experiences related to the subject of the quotation.
3. Send sample of your work.
4. Ability to work in different countries in Palestine.
5. Ability to shoot many workshops at the same time.
6. Offer should be submitted out in (ILS). All Taxes must be included in the said price.

**Notes:**

- Qualified candidate is to respond positively to the REFORM staff comments and instructions.
- **Price Offer should be drafted in English, signed, or stamped in closed envelop** and to be delivered **by hand** on 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) The Palestinian Association for Empowerment and Local Development- REFORM, Tirawi Building, 2<sup>nd</sup> floor in Al Masyoun, Ramallah.

Thank you for your kind cooperation,

Sincerely yours,

**Nadine Natour**

**Financial And Admin Assistant**

**REFORM**