

# **Request of Quotation**

## **Production of video documentary**

**Subject of quotation: Production of video documentary of women's fisher-folks**

### **Background:**

Badabon Sangho is a women's rights and women-led organisation. Organisation empowering women through transferring information, skill and know-how. Organisation working with women and girls particularly who are single, divorced, separated and widow.

The Year 2020 marked the twenty-fifth anniversary of the Beijing Declaration and Platform for Action (BPfA) adopted by the world leaders in Beijing in 1995. Beijing Declaration and Platform for Action (BPfA) is formed and functional to bring out grass root level experience regarding gender discrimination and empowerment. Badabon Sangho is linked with gender equality platform and will document women's fisher-folk's agendas with national and global level advocacy. To make a successful advocacy, team would like to prepare a video documentary on the lives of women fisher-folk communities. This communities is located at the belt of Bay of Bengal adjacent of Sundarban. We are looking for individual/firm to design and product a video documentary that would be resources for advocacy and changes.

Specific deliverables of producer:

1. A 6-8 minutes' documentary with subtitle
2. A 2.30 minutes' promotional with subtitle

### **Production Plan**

- There will be 4 days shooting with women fisher-folk communities at Sundarban.
- Prior to shoot producer need to build understanding with these women to talk in front of camera. Therefore, identify few women who are comfortable to talk in front of camera.
- Take interviews of key officials who are working with Ministry of Fisheries, Ministry of Women and other concern depts.
- Throughout these processes, producer need to identify few women fisher folk who will say their stories by using their own device (smart phone).

### **Qualification of the vendor's:**

1. The vendor must have 10 years' experience of working with marginalized women groups particularly in the area of video production.

### **Subject of the Contract**

- 1) The producer will submit the quotation addressing the team leader of purchase committee within deadline.
- 2) The purchase committee will issue the work order to vendor.
- 3) The committee has power to cancel the work order without any kind of prior notice. The payment would be made by bank cheque.
- 4) The payment of cheque may cancel if the committee found that supplies of products are not satisfactory.

**Process of quotation submission**

Interested firm/vendor are requested to submit a Quotation including timeline and budget to Team Leader of purchase committee by hand or email: [badabonsangho.bd@gmail.com](mailto:badabonsangho.bd@gmail.com) on vendor's letter head pad.

All quotations must reach on or before 15 March 2021.

Signature of committee members

Naima Jahan  
Programme Manager

Mamun Ur Rashid  
Senior Development Manager

Afsana Haque  
Programme Officer