

## Request of Quotation Production of video documentary

**Subject of quotation: Production of video documentary of land and climate change.**

### Background:

Badabon Sangho is a women's rights and women-led organization. Organizations empower women by transferring information, skills, and know-how. Organization working with women and girls particularly those who are single, divorced, separated, and widow.

Badabon Sangho worked for women's land rights and awareness of climate change. Badabon Sangho will document women's land rights agendas and climate change merits and demerits based on field experiences. To make a successful advocacy, the team would like to prepare a video documentary on the lives of affected communities. We are looking for an individual/firm to design and produce a video documentary that would be a resource for advocacy and changes.

Specific deliverables of producer:

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

### Production Plan

- There will be 4 days of shooting with women's communities and affected people by climate change at Bagerhat.
- Prior to shooting producer needs to build understanding with these women to talk in front of the camera. Therefore, identify a few women who are comfortable talking in front of the camera.
- Take interviews of key officials who are working with the Ministry of Land, Ministry of Women, and other concerned depts.
- Throughout these processes, the producer needs to identify a few women who will tell their stories by using their own device (smartphone).

### Qualification of the vendors:

1. The vendor must have 05 years' experience in video production.

### The subject of the Contract

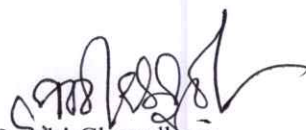
- 1) The producer will submit the quotation addressing the team leader of the purchase committee within the deadline.
- 2) The purchase committee will issue the work order to the vendor.
- 3) The committee has the power to cancel the work order without any kind of prior notice. The payment would be made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

### Process of quotation submission

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

All quotations must arrive on or before 30<sup>th</sup> October 2023.

Signature of committee members

  
Purabi Chowdhury  
Sr. Programme Officer  
Badabon Sangho.

  
Fariha Jesmin  
Sr. Programme Officer  
Badabon Sangho.

  
Mahmuda Ridee  
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Maksuda Akter  
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Badabon Sangho