

## GLOBAL FUND TB PROJECT

### **Terms of Reference for Production of a Video Documentary on AMURT GFTB Success Story in Samburu, Marsabit and Kilifi Counties**

**Background** Ananda Marga Universal Relief Team - AMURT is a local implementing partner (Sub Recipient) for Global Fund Tuberculosis (GF-TB) project implemented by AMREF Health Africa as the Principal Recipient. The project started in 2016 in Samburu County and thereafter expanded to Marsabit and Kilifi counties. In Samburu the project operates in Samburu Central, North and East sub counties covering 35 health facilities (15 in Samburu Central, 12 in Samburu North and 8 in Samburu East Sub - County). In Marsabit County the project activities are in four sub-counties. That is Chalbi, Saku, Moyale and Laisamis with a total of 34 facilities supported by the project whereas in Kilifi County, there are activities in seven sub-counties supported by the Global Fund NFM TB Project with a total of 103 facilities.

The project supports the community TB based care at the community level through community health volunteers (CHVs), Community Health Extension Workers (CHEWs) and Lead CHVs. Actual activities carried out are; contact tracing of smear positive patients, TB defaulters tracing and re -initiating treatment and adherence, screening of children under 5, health education and screening in prisons and integrated outreaches in every sub-county.

Since 2016, Ananda Marga Universal Relief Team has successfully implemented the project and supported communities in Marsabit, Samburu and Kilifi Counties despite the challenges experienced.

To better raise public awareness of our work, strengthen our partnerships and improve advocacy efforts, AMURT would like to produce a video documentary that demonstrate on success stories. The documentary will focus on the impact of AMURT's work by highlighting significant success stories of beneficiaries across the entire spectrum of our TB programming.

#### **1. Overall objective of the project**

The overall objective of the assignment is to produce a documentary film on the AMURT's TB interventions/activities featuring best approaches, best practices, achievements and real impacts in the project areas.

In doing the documentary it important to note that all the project activities are guided by the objectives below:

- Sustaining the gains in the context of the newly devolved health system
- Intensifying efforts to finding 'missing" cases
- Reducing transmission
- Preventing active disease and morbidity
- Enhancing the quality of care for chronic lung diseases

## **2. Specific tasks for the Consultancy firm**

Under the direct supervision of the Monitoring and Evaluation Specialist and support from the AMURT GFTB and HQ Staff, the Consultancy firm will be required to;

- Develop the documentary film's overall concept and scenario based on success stories developed by AMURT
- Interview selected interviewees for the film who will include actual beneficiaries, local government officials, Implementing Partners and key program staff of AMURT.
- Visit the project sites and interact with the local communities who've been impacted by the AMURT-supported projects to get context.
- Develop the documentary script and storyboard to be used in the film.
- Perform appropriate video filming and shoot interviews with the Projects' major beneficiaries and stakeholders.
- Present a draft documentary to AMURT for comments about contents.
- Produce two FINAL documentaries one (60 minutes and 25 minutes) long documentary films in DVD as well as a summary promotional DVD version of 10 minutes long.

## **3. Output/Deliverables**

- Meeting with project stakeholders in Nairobi and in the field to collect and record data;
- Submit a storyboard and script for the documentary to AMURT for approval before filming;

- Present draft documentary to stakeholders in Nairobi at the end of the field mission and incorporation of comments;
- Produce an edited Video Recording of the scenarios captured, and the footage of the recorded stories.
- Present a complete 60, 25 and 10-minute documentary film version, extra copies with the extra footage for future usage.

## **5. Required Qualifications and Experience of the Consultancy Firm**

The consultancy firm will be required to have;

- 3 years of experience working in similar field.
- Extensive experience in producing development work related documentaries for international organizations with the aim of reaching both local and international audiences.
- Experience in working with NGOs and other international organizations.
- Local Knowledge of the all regions in Marsabit, Samburu and Kilifi Counties AMURT project areas.
- Excellent technical capacities (state of art filming equipment preferably High Definition) to ensure smooth and high-quality production.
- Additional experience in development communication will be an added advantage.

## **6. Duration of the Assignment**

The assignment is expected to take 7 working days in the field (*5days in Marsabit Samburu and 2 days in Kilifi*) from the date of signing the contract.

## **7. Intellectual Property**

All information pertaining to this project (documentary, audio, digital, cyber, project documents, etc.) belonging to the client, which the Consultancy firm may come into contact with in the performance of his/her, duties under this consultancy shall remain the property of the Client who shall have exclusive rights over their use. Except for purposes of this assignment, the information shall not be disclosed to the public nor used in whatever without written permission of the Client in line with the national and International Copyright Laws applicable.

## **8. Contractual arrangements and supervision**

The Consultancy firm will be hired under AMURT terms of contract and supervised by the Monitoring and Evaluation Specialist

The Consultancy firm will be required to spend 80 % of the consultancy time at the project site in the focus areas of AMURT's work across the country.

AMURT as the Client shall provide necessary support to the Consultancy firm in order to execute the assignment during the duration of the consultancy. These shall include:

Access to relevant project documents necessary for execution of the duties under this consultancy;

The Consultancy firm's payment shall be based on the following;

1. The consultant will meet all personal, meals and accommodation cost during the exercise
2. The consultants will pay for any costs related to materials for the assignment
3. AMURT will support on transport and logistics during the exercise
4. The payments shall be payable by AMURT in the following terms: -
  - 40% down payment upon submission of an inception report acceptable to the client
  - 30 % upon submission of an acceptable draft documentary;
  - 30% final payment upon submission of the final outputs, incorporating suggestions and recommendations from the AMURT.

## **10. Application Procedure**

Applicants are required to submit the following:

- A Technical Proposal: Letter of Interest, stating why you consider your firm suitable for the assignment;
- Brief methodology on the approach and implementation of the assignment;
- Personal CVs of technical personnel proposed for this project highlighting qualifications and experience in similar projects; and
- Work references - contact details (e-mail addresses) of referees (firms for whom you've produced similar assignments).
- Financial proposal indicating consultancy fee and a breakdown of expenses (unit price together with any other expenses) related to the assignment.

- The proposals must be submitted in separate sealed envelopes (the technical proposal in one envelope and the financial proposal in another envelope) but both envelopes placed in one large envelope.

Company Legal Requirements (Please note that all the following are a MUST and lack of any of them will render a firm's submission unacceptable):

- Valid and certified Certificate of Incorporation as a Company in Kenya
- Valid and Certified Tax Registration Certificate (indicating PIN and VAT Number)
- Valid Trading Licensee (where applicable)
- Full and accurate physical, postal, telephone and email address of the firm
- Articles and Memorandum of Association

By agreeing to these TORs, the parties involved confirm their understanding and commitment to fulfilling the outlined responsibilities within the specified timelines and legal frameworks.

Interested vendors should submit their proposals electronically [to procurement@amurtafrica.org](mailto:to_procurement@amurtafrica.org) not later than 23<sup>rd</sup> April 2024. **Late submissions will not be considered.**