

Terms of Reference

Photographer-Videographer

(Productive Applications of RE in Offgrid Areas – RE Mission)

The EU Access to Sustainable Energy Programme (ASEP) TA is seeking the services of a professional photographer-videographer with experience in taking development work-oriented photographs and videos. The photographer will assist the program in documenting technical assistance activities in relation to the Productive Use of RE in PVM Areas TA through the use of visual media.

Tasks and Activities:

Under the close coordination of the EU ASEP TA Key Expert 1, Dr. Ernesto Terrado, the photographer-videographer will be required to undertake the following tasks:

- Capture high resolution images of activities accomplished under the Productive Use of RE in PVM Areas TA, specifically the transport, installation, and commissioning of the Abaca Spindle Machine and Corn Sheller to be deployed in two (2) remote barangays in Davao Occidental on 30-31 August and 2 September 2018 and other activities in relation to the TA;
- Provide documentation/catalogue each photograph with specific details such as the location taken, specific activity being captured, and other relevant information; and

Skills, experience and qualifications required:

- Minimum of three (3) years progressive experience as a photographer;
- Experience taking photographs for development related organizations and projects;
- Availability and willingness to travel to identified EU ASEP TA programme areas;
- Ability to work in close coordination with other team members; and
- Ownership or possession of high-resolution and state of the art digital cameras and associated equipment.

Assignment Duration:

The total assignment duration will be four (4) days.

Expected Outputs

The expected output will be:

- Compilation of photo/video subject consent form for all photo/video subjects who can be distinctly identified in the photo/video (to be identified in the catalogue), except GIZ employees and public personalities such as government officials;
- Collection of visual media and photographs depicting EU ASEP TA work conducted under the Productive Use of RE in PVM Areas TA, specifically:
 - a. Minimum 250 high-quality photographs with pertinent catalogue information; and
 - b. 15 to 20 minute audio-visual presentation/video documenting the aforementioned activities; and
- Provide the EU ASEP TA with the following: (i) minimum 250 high-quality photographs with pertinent catalogue information; and (ii) 15 to 20 minute audio-visual presentation/video documenting the aforementioned activities. All deliverables will be

submitted contained in applicable optical media or USB flash drives. The copyright for all generated media and/or photographs shall belong to the EU ASEP TA.

Reporting:

The successful applicant will administratively be in close coordination with the EU ASEP TA Key Expert 1, Dr. Ernesto Terrado and work collaboratively with the non-key experts and staff undertaking the Productive Use of RE in PVM Areas TA to deliver the assignment.

Submission of Technical and Financial Proposals:

Interested applicants should submit their combined Technical & Financial Proposals to the address below not later than 22 August 2018.

Intellectual Property:

All information and media pertaining to this assignment (documentary, digital, cyber, project documents, and others) belonging to EU ASEP TA, which the photographer-videographer may come into contact with in the performance of his/her, duties shall remain the property of EU ASEP TA.

EU ASEP TA shall have exclusive rights over the use of any generated media and photographs.

All existing and generated information and media shall not be disclosed to the public nor used for whatever purpose without written permission of EU ASEP TA in line with national and International copyright laws and statutes applicable.

Contractual arrangements and close coordination

The Consultant will be hired under EU ASEP TA terms of contract and managed by EU ASEP TA key and non-key experts and staff solely for the purpose of delivering the above outputs. EU ASEP TA shall provide necessary support to the photographer-videographer in order to execute the assignment during the duration of the assignment, particularly the access to relevant documents, visual media, printed media, and others.

Remuneration

Payment shall be made in two instalments:

- 40 percent upon contract signing
- 60 percent final payment upon submission of the final outputs, incorporating suggestions and recommendations from EU ASEP TA

Application Procedure

Applicants are required to submit the following:

- Personal CV highlighting past experience in similar projects;
- Work references (Contact details of references); and
- Financial proposal indicating consultancy fee (lump sum fee) inclusive of all the travel and accommodation cost related to the task.