

TITLE: DOCUMENTATION OF IRIS PROJECT THROUGH PHOTOGRAPHY AND VIDEOGRAPHY

Buyer Name: DT Global Telephone: Fax: Email: iris.procurement@dt-global.com Location:	Ship To Name: DT Global Office Attention: DT Global Address: MIA compound, Airport Hotel City/State/Zip: Telephone:	Vendor Name: Attention: Address: City/State/Zip: Telephone: Email:	Business Size:
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Issue Date:	May 28th, 2024,
Quote Due Date:	June 2nd, 2024,
Quote Valid Until:	90 days

Required Delivery Date
The assignment will begin on June 30, 2024, and completed on or before end of June 2024.

Commercial Item:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Payment Terms:	30 days
Freight on Board (FOB):	<input type="checkbox"/> Origin <input type="checkbox"/> Destination

Line Item	Description	Units	Quantity	Unit cost	Extended Amount
Documentation of IRIS Project Through Photography and Videography					
1.	Videography services (production of 7 videos of 2-3 minutes each from different program locations-Mog, Afgooye, Bal'ad, Adale, Kismayo, Barawe & Baidoa, including editing, subtitling and voice over)	Video	7		
2.	Photography services (provision of at least 20-30 photos from different locations/interventions, including editing, captioning)- Mog, Afgooye, Bal'ad, Adale, Kismayo, Barawe & Baidoa,	Photos	20-30		
3.	Logistics (air transport)- Kismayo, Barawe & Baidoa,	days	8		
4.	Logistics (land transport-Vehicle)- Afgooye, Bal'ad, Adale & Mogadishu	days	6		
5.	Accommodation for 2 nights each location- Kismayo, Barawe & Baidoa- Adale	Nights	8		

Grand Total	
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Offeror's Name, Title, Signature, Stamp (if available) Date

Instructions to Offerors:

Submission Deadline: Final submissions will be due no later than **Sunday, June 2nd, 2024, 11:59, Hrs. (East African Time)** submitted to the email: iris.procurement@dt-global.com

DT Global will not respond to questions pertaining to this RFQ over the phone. DT Global will not in any way assist the bidder in preparing their bids nor reimburse any bid preparation costs incurred by the Offeror.

Mandatory Submission Requirements:

1. Valid Business Registration Certificate
2. Tax Registration/Payment Certificate issued by the Internal Revenue Authority.
3. NDAA Section 889 Representation Form. DT Global reserves the right to disqualify any offeror using covered materials. See Annex 2.

Award Criteria

- Lowest price Technically acceptable (**Score:100%**)

Required Documents that must be Submitted to Establish Qualification of Proposers (failure to submit the documents shall result in disqualification)

This request for a quote does not constitute an order. Buyer will not pay offer preparation costs. Buyer may accept other than the lowest priced offer based on trade-offs between cost and quality or to further its socioeconomic programs. Buyer reserves the right to reject offers (a) received after the date and time specified, (b) not responsive to the solicitation, (c) with unbalanced line-item pricing, or (d) from vendors restricted from doing business with the U.S. Government.

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Notwithstanding the terms of this Request for Quote/Proposal, offeror acknowledges that DT Global reserves the right to reject any or all Quotes/Proposals for whatever reason DT Global determines, in its sole discretion, to be in its best interests. Offeror further acknowledges that DT Global may for whatever reason waive any or all formalities and terms of this Request for Quote/Proposal and that nothing in the terms of this Request for Quote/Proposal shall give rise to any claim or cause of action, including without limitation any claim for breach of implied-in-fact contract to treat Quotes/Proposals in accordance with the terms herein.

- Material Safety Data Sheets (MSDS) are required with quotes.
- No substitutes or Form Fit and Function alternative part numbers will be accepted.
- Product or Service is in support of a Government Contract.
- Shipping – Package items for shipment in accordance with the International Air Transport Association (IATA) regulations.
- Freight MUST be priced Separately.
 - (1) Please provide the applicable U.S. Department of State International Traffic in Arms Regulations (ITAR) United States Munition List (USML) classification category or the U.S. Dept. of Commerce Export Administration Regulations (EAR).
 - (2) Export Controls Classification (ECCN) for your product.
 - (3) Additionally, please provide the National Stock Number (NSN) of the products requested, if applicable.

The following apply to this Request for Quote:

- DPAS Rated Order:
- Buy American Act
- Buy American—Free Trade Agreements—Israeli Trade Act
- Trade Agreements Act
- Preference for Certain Domestic Commodities—Berry Amendment
- Restriction on Acquisition of Hand or Measuring Tools—Berry Amendment
- Tax Exempt as provided.

Prime Contract Flow Downs as provided in Mandatory Flow Downs

Terms and Conditions:

- Terms and Conditions
- Terms and Conditions—Commercial

Representations and Certifications:

- Vendor Business Registration/Representations and Certifications—Non-Commercial
- Vendor Business Registration/Representations and Certifications—Commercial
- Indirect and Non-Government Vendor Business Registration

Supplemental Certifications

Wage Determination:

- Service Contract Act as provided
- Davis Bacon Act as provided.

ANNEX I**Terms of Reference Purpose of this tender**

The purpose of the assignment is to document IRiS's activities using video and photography by profiling project stakeholders and activities to develop human interest stories on the project's work as it contributes to the goal and guided by the result areas.

I. Background

Inclusive Resilience in Somalia (IRiS) is a five-year (2022 – 2027) Project jointly funded by the U.S. Agency for International Development (USAID) and the United Kingdom's Foreign, Commonwealth and Development Office (FCDO). The project's goal is to accelerate economic development for marginalized groups in the targeted areas of Somalia by increasing individual, household, business, community, and system-wide resilience through rural and urban livelihood diversification and promoting inclusive economic market systems. DT-Global implements the project with their partners Mercy Corp, Save the Children International, Somalia Agricultural Technical Group (SATG), and ITAD.

The project employs a facilitative approach to enhance the ability of marginalized households, communities, businesses, and the broader market systems in Somalia's productive sectors to absorb, adapt, and transform. These sectors encompass agriculture, livestock, and fisheries and include targeted interventions to integrate and engage the urban poor in economic activities in these sectors. IRiS addresses four key shocks and stressors in Somalia: 1) recurrent droughts 2) floods due to climate variability, 3) conflict and political instability, and 4) economic instability that causes price volatility in essential commodities.

IRiS activities are structured in four result areas as follows:

Expanding climate-resilient agricultural systems in Somalia's core productive sectors—agriculture, fisheries, and livestock.

Integration of urban poor and IDPs into urban economies by strengthening market-driven “upskilling” of urban poor and IDP communities and improving conditions for entrepreneurship within the disadvantaged communities.

Promotion of private sector investments, service delivery, and strengthening economic agency of rural and urban populations.

Strengthening policy and regulatory environment while supporting financial institutions to expand their services to the marginalized population.

To-date, IRiS has implemented its activities in seven districts in Benadir, Hirshabelle and Jubaland regions.

2. Scope of Work

The service provider will take photographs and video footage as project stakeholders are interviewed to document human-interest stories that best represent IRiS activities, including accomplishments and successes. The edited photographs and video clips will be disseminated to multiple audiences and will be used in a variety of media including social media platforms, PowerPoint presentations, factsheets, project documents such as reports, by USAID and IRiS consortium partners. Through video clips and photographs, the project will demonstrate how it is contributing towards USAID's and FCDO's economic growth priorities in Somalia.

3. Geographical Locations

The assignment will be conducted in IRiS project areas that include Adale, Afgoye, Baidoa, Barawe, Kismayo and Mogadishu. Other locations will be discussed if/when any changes occur.

4. Logistical Support

At the inception of this scope of work, DT-Global will discuss logistical arrangements with the service provider. If the SOW will require provision of logistical support by DT-Global, this support will be guided by the organization's policies and procedures governing such an assignment. The video/photography service provider will be expected to work with his/her own high-quality lighting, sound, photography, and videography equipment. DT-Global will provide any additional briefing information concerning this assignment when needed and shall provide on-the-ground assistance.

5. Copyright Information

DT-Global will retain copyright and intellectual property rights of the works emanating from this assignment. The service provider may therefore not use, reproduce, or otherwise disseminate or authorize others to use, reproduce or disseminate them.

6. Activities

- Participate in an inception meeting to discuss the scope of work with IRiS technical and communications teams.
- In collaboration with IRiS team, develop an outline and storyboard detailing how the videos and photos will complement each other in narrating informative and compelling stories of project activities.
- In collaboration with IRiS team identify beneficiaries to be featured/interviewed, locations and field schedules.

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- Conduct pre-shoot visits to familiarize yourself with the target beneficiaries or interviewees and locations.
- Interview and film selected sector beneficiaries bringing out compelling stories of change while ensuring the aesthetics of the video and photo outputs.
- Video scripting, shooting, and editing (audio balancing, sub-titling, format exporting, archiving raw and edited work etc.) according to USAID standards.
- Ensure the standards of the produced videos are at least 1080 25p/1080 29.97p or 30p and shot in 16:9, HD 1080 4K or any recent video format discussed with the IRiS focal person.
- Record and edit narration/voice-over where needed with guidance from relevant IRiS focal person.
- Share video drafts for review and approval.
- Ensure adherence to USAID and FCDO branding requirements.
- Provide regular updates to the focal person.

7. Deliverables***High-quality video clips***

- Provide full usage rights for music (or music for which copyright has been granted).
- Provide 2-minute video clips on summary of project activities.
- Several sector-specific 2-minute clips in using the specified standards for use in different mediums including websites, presentations, and social media platforms.
- B roll footage of all interviews and other footage shot during this SOW.
- A detailed report on all photography and filming locations, including names and contact details of all individuals photographed or that will appear on film.
- Signed consent forms for all individuals appearing on film.

High quality/high resolution photographs

- High-quality and high-resolution (at least 300 DPI), edited and captioned photographs.
- This should include photographs of selected project stakeholders with details such as where they live, what they do, how IRiS impacted their lives/community or economic livelihoods.

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- A variety of images (close-up, medium and wide-angle shots) showcasing different aspects of the program activities that are action-oriented and visually engaging suitable for online and print media use.
- Photographs of landscape, including fishing/landing sites, agricultural fields, livestock yards etc and project interventions (construction works, farming activities etc).
- Master copy of all photos taken during the fieldwork.
- Signed consent forms for all photographed individuals.

8. Monitoring and Supervision

The successful candidate will report to the communications team's focal person and work collaboratively with technical teams from IRiS consortium partners.

9. Expected Profile of the Service Provider

- Professional experience in videography, photography, and production for at least five (5) years.
- Excellent technical capacity to ensure high-quality production.
- Excellent editing skills and ability to integrate human interest with statistics and technical reports to present credible content.
- Extensive experience in producing development work-related short videos and photography for international organizations for local and international audiences.
- Knowledge of Somalia's context.
- Work references provided.
- Samples of previous work.
- Ability to deliver high-quality products on time against tight deadlines.

10. Duration of the Assignment (Time Frame)

The consultancy shall be undertaken for thirty (30) days with a possibility of extension based on satisfactory delivery of the stipulated deliverables. The assignment will begin on June, 2024, and completed on or **before June 24, 2024.**

12. Terms of Payment

The service provider will receive remuneration under the terms of payment indicated in the contract document and upon delivery of satisfactory and approved deliverables.

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ANNEX 2****REPRESENTATION REGARDING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT****(a) Prohibitions.**

Section 889(a) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the U.S. Government and any of its contractors and subcontractors from procuring or obtaining or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

(b) Definitions:

Covered foreign country means The People's Republic of China.

Covered telecommunications equipment or services means telecommunications equipment produced by Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities)
Critical technology means defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations; Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled- (i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or (ii) For reasons relating to regional stability or surreptitious listening; Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities); Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material); Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit. *Substantial or essential component* means any component necessary for the proper function or performance of a piece of equipment, system, or service.

Representation. After conducting a reasonable inquiry Subcontractor represents that it [] will or [] will not provide covered telecommunications equipment or services to DT Global in the performance of any contract, subcontract, order, or other contractual instrument resulting from this contract. This representation shall be provided as part of the proposal and resubmitted on an annual basis from the date of award.

Disclosures. If the Subcontractor has responded affirmatively to the representation in paragraph (c) of this clause, the Subcontractor shall provide the following additional information to DT Global:

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- (1) List of all covered telecommunications equipment and services offered or provided (Entity name, brand; model number, such as original equipment manufacturer (OEM) number, manufacturer part number, or wholesaler number; and item description, as applicable);
- (2) Explanation of the proposed use of covered telecommunications equipment and services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b) of this provision.

(e) Reporting requirement.

- (1) In the event the Subcontractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Subcontractor is notified of such by a subcontractor at any tier or by any other source, the Subcontractor shall report the information in paragraph (d)(2) of this clause to DT Global.
- (2) The Subcontractor shall report the following information pursuant to paragraph (d)(1) of this clause
 - (i) Immediately upon such identification or notification: the contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.
 - (ii) Within 5 business days of submitting the information in paragraph (d)(2)(i) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Subcontractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

(f) 2nd Tier Subcontracts. The Subcontractor shall insert the substance of this clause, including this paragraph (f), in all 2nd Tier subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial items.

(g) SAM Verification. The Subcontractor shall regularly review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) to identify entities excluded from receiving federal awards for “covered telecommunications equipment or services”.

Signature: _____

Date: _____

Name: _____

Title/Position: _____

Organization: _____