



This project is funded by  
The European Union

## EU For Climate Action in the ENI Southern Neighbourhood

Clima-Med

Contract No. ENI/2018/397-649



### Production of one film + 8 short films about Mediterranean cities who actively work towards climate solutions

#### Call for Expression of Interest

The Consortium led by Hulla & Co. Human Dynamics KG, which is implementing the EU-funded project “EU For Climate Action in the ENI Southern Neighborhood,” is looking for a film photographer & director to **produce 8 separate stand-alone high-quality short films about beneficiary Mediterranean cities actively working to advance climate solutions with the support of Clima-Med; one film about the Clima-Med project and its action in the South Mediterranean countries; and a series of still pictures on the same theme.**

#### 1. Contract Description

##### Activities

The applicant is expected to:

- 1) **Produce 8 separate stand-alone high-quality short films about Mediterranean cities, supported by Clima-Med, who are actively working to advance climate solutions.**
  - *Each film will be prepared and edited for one country (except for Lebanon where 1 additional film will be produced about the CEDRO V/Clima-Med projects).*
  - *Duration: from 5 to 7mn maximum.*
    - *The films must be to the point, visually appealing and technically flawless.*
    - *The films will be a mix of video footage, testimonials and still pictures of beneficiary cities and to be used in publications and online media.*
    - *The films can be used separately by the project and the cities; and can also be edited in one longer film.*
- 2) **Producing one longer film about Clima-Med project and its action/results in the Mediterranean countries, using the material and footage collected for and from the above films. A shorter version of 10mn will be also provided.**
  - *The film will be prepared and edited for all countries (English voice over and Arabic subtitles for Machrek and French Voice over with Arabic subtitles for Maghreb).*
  - *Duration: about 20mn maximum.*

- *The film will be edited using and mixing the footage of the 7 short films*
- *The film can be used separately by the project and the countries.*
- *The film must be to the point, visually appealing and technically flawless*

3) ***Producing high quality still pictures about Clima-Med beneficiary cities***

**2. Provisional timetable**

<b>Date for receiving the full proposal:</b>	<b>30 June 2021</b>
<b>Provisional commencement of the contract:</b>	<b>15 July 2021</b>
<b>Provisional end date of the contract:</b>	<b>1 December 2021</b>

**3. Application**

The applicant should submit:

- (1) short company profile or CV of main applicant showing experience and knowledge gained in similar assignments together with list of references.
- (2) The applicant is allowed to present also CVs of in-house or associated expert(s) and their profiles to prove that there is sufficient affiliated or in-house capacity to support the production of the films. In this case, a declaration of availability and agreement to participate in the tender should be presented as well and should be under the applicant responsibility.
- (3) The applicant may be a consortium or single organization. When it is in consortium the applicant should point out the letter of intent specifying who will be the leading partner. The requirements above will be assessed for the consortium as a whole. Consortium with local companies or experts (working in the specific municipality or country) are encouraged and will be seen as a strong asset.

Each application will be considered as eligible to submit the tender if the documents provided prove that the minimum requirements are fulfilled in accordance with the description above. Only eligible candidates will be contacted for following steps.

**4. Submission**

The application should be submitted to the following e-mail Myriam Makdissi [mmakdissi@gmail.com](mailto:mmakdissi@gmail.com) by 17.00 on 30 June 2021.



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## EU For Climate Action in the ENI Southern Neighbourhood

Clima-Med

Contract No. ENI/2018/397-649



### INSTRUCTIONS TO TENDERERS

**Ref: Production of one film + 8 short films about Mediterranean cities who actively work towards climate solutions**

These Instructions set out the rules for the submission, selection and implementation of the contract financed under the EU for Climate Action in the ENI Southern Neighbourhood Clima-Med (Contract No. ENI/2018/397-649).

#### 1. Services to be provided

The services required are described in the Terms of Reference (Annex 1).

#### 2. Timetable

	DATE	TIME*
<b>Deadline for submission of tenders</b>	30 June 2021	midnight
<b>Completion date for evaluation of technical offers</b>	7 July 2021	5 pm
<b>Notification of award to the selected tenderer</b>	10 July 2021	-
<b>Contract signature</b>	15 July 2021	-
<b>Commencement date</b>	15 July 2021	-

\*All times are in the time zone of the country of the Tenderer

The short-listed applicants **are open to include additional organizations to form grouping/consortium**. In case of consortium, the leading company could be only from the pre-selected list above and will take the overall responsibility for the implementation of the assignment.

### 3. Content of tenders

The offers, all correspondence and documents related to the tender exchanged by the tenderer must be written in English.

Supporting documents/ reference letters presented by the tenderer may be in another language, but translated in English.

The technical offer should be accompanied by a budget breakdown and these must be submitted together.

#### 4.1 Technical offer

The Technical offer must include the following documents:

**(1) Signed cover letter** by the duly representative of the legal entity, confirming the acceptance of the ToR and their intention to participate and implement the contract.

**(2) Strategy outline** (will become Annex 2 of the contract), to be drawn up by the tenderer specifying:

- The approach proposed for the implementation of the requested activities.
- The related inputs and outputs.
- A description of the support facilities (back-stopping) that the tenderer will provide during the execution of the tasks.
- Timetable of activities, showing the sequence and duration of the proposed activities, taking into account mobilisation time and the submission of the expected deliverables.

**(3) Capacity of the tenderer**

- A list of references (incl. budget) of similar projects implemented in the last three years.
- Experts' CVs showing relevant qualifications, whose involvement is considered to be instrumental in the achievement of the contract objectives.
- Reference/Recommendation or samples of a previously accomplished assignment conducted on a similar field of study confirming good project implementation.

#### 4.2 Budget Breakdown

- The Financial offer must be presented in Euro.
- The contract shall be exempt from all duties and taxes, including VAT.
- The tenderer should use the template included as Annex 3 of this tender dossier.

#### 4. Period during which tenders are binding

Tenderers are bound by their tenders for 45 days after the deadline for the submission of tenders.

#### 5. Evaluation of tenders

The quality of each technical offer will be evaluated in accordance with the award criteria and the associated weighting as detailed in the evaluation grid in Annex 4.

The choice of selected tenderer will be done after the best value for money principle established by weighing technical and artistic quality against price on an 80/20 basis.

#### 6. Submission of tenders

The technical proposal must be submitted and received before **30 June 2021 at midnight** local time. This must include the requested documents in clause 4 above and be submitted **by e-mail** to the following address: [mmakdissi@gmail.com](mailto:mmakdissi@gmail.com).

Annex 1: Terms of Reference

Annex 2: Template for a Contract Agreement

Annex 3: Budget breakdown template

Annex 4: Evaluation Grid

## Annex 1

### Terms of Reference – Call for Proposals

#### Film photographer/ director to produce Clima-Med films

##### **Titles (TBD):**

*Med Cities and Climate Change: A Glimpse of Hope*

*A sustainable future: Intimate Stories in Med cities*

#### **I. Clima-Med background and general objectives**

##### **Overall objective**

*The overall objective of the project is to enhance energy security and adaptive capacity of partner countries while fostering their transition to low carbon and climate-resilient economy, thereby contributing to more stable, efficient, competitive and climate-resilient socioeconomic contexts. The project objective is in-line and part of the "Energy security and Climate action in the Southern Neighbourhood 2017-2018" programme, which has been adopted by the European Commission in 2017. The project duration is 48 months from June 2018 – June 2022.*

##### **Results to be achieved**

- *Result 1: Enhanced capacities of ENI South partner countries to implement and regularly update Nationally Determined Contributions (NDCs), to develop adaptation and mitigation plans (including long-term Low Emission Development Strategies) and increasing their knowledge and implementing abilities in the field of Measurement, Reporting and Verification in collaboration with all relevant government bodies as well as in consultation with regional, national and subnational stakeholders.*

*Work Package 1 (WP1): Improved climate change governance and mainstreaming climate action*

- *Component 1.1: Develop coordination capacity on climate related policy*
- *Component 1.2: Mainstreaming climate adaptation and actions into national strategies and policies*
- *Component 1.3: Promote awareness raising and stakeholders dialogue and ensure project visibility*

*Work package 2 (WP2): Sustainable local actions*

- *Component 2.1: Assist local authorities in the design, implement and monitoring of SEACAPs*
- *Component 2.2: Provide Helpdesk and Covenant of Mayors (CoM) Office's functions*
- *Component 2.3: Ensure information dissemination and awareness raising*

*Work package 3 (WP3): Access to finance and projects implementation*

- *Component 3.1: Formulate solid financing proposals at national level*
- *Component 3.2: Support the implementation of concrete local sustainable actions*
- *Component 3.3: Boost innovative Public-Private Partnerships*
- *Component 3.3: Boost innovative Public-Private Partnerships*

## II. Specific objectives and scope of work of this assignment:

### ***This assignment is directly related to the following sub-activities:***

- *Component 1.3: Promote awareness raising and stakeholders dialogue and ensure project and EU visibility*
- *Component 2.3: Ensure information dissemination and awareness raising towards various audiences (the cities and their citizens, the EU and its Delegations, national authorities and international organisations, media, the projects' stakeholders & partners, etc.)*

### ***The specific objectives are to:***

- *Raise awareness locally, nationally, and internationally about Clima-Med and CoM Med cities status, challenges met, contribution and actions taken in South Med cities*
- *Inform on the impact of climate change and the need for engagement; and launch the reflection and debate between several actors on actions sustainability and cities capacities*
- *Enhance EU visibility by raising awareness to the society at large about EU's contribution and cooperation activities on climate and sustainable energy in the Mediterranean, the support provided by the Clima MED project and its tangible results in the Southern Neighbourhood region*

### ***Specific responsibilities include***

- ***Producing 8 separate stand-alone high-quality short films about Mediterranean cities who are actively working to advance climate solutions.***
  - *Each film will be prepared and edited for one country (except for Lebanon where 1 additional film will be produced about the CEDRO V/Clima-Med projects).*
  - *Duration: from 5 to 7mn maximum.*
  - *The films must be to the point, visually appealing and technically flawless.*
  - *The films will be a mix of video footage, testimonials and still pictures of beneficiary cities and to be used in publications and online media.*
  - *The films can be used separately by the project and the cities; and can also be edited in one longer film.*
- ***Producing one longer film about Clima-Med and its action in the South Mediterranean countries, using the material and footage collected for and from the above films***
- ***Producing a shorter version of the same film***
  - *The film will be prepared and edited for all countries (with a French and English Voice Over, and Arabic subtitles)*
  - *Duration: about 20mn maximum.*
  - *The film will be edited using and mixing the footage of the 7 short films*

- *The film can be used separately by the project and the countries.*
- *The film must be to the point, visually appealing and technically flawless.*

### **Source**

*In general, all the films will consist of a mix of pictures and video sequences*

- *Pictures: from the photographer's archive, plus new pictures. Both are to be used separately in publications/SEACAPs, as well as inserts in the films.*
- *Videos: sequences shot in the cities and interviews conducted with relevant selected citizens, national or local authorities and EU representatives in the countries Delegations.*

### **Films' country coverage**

- *4/5 cities for each of the 7 countries:*
  - *Egypt, Israel, Jordan, Lebanon, Morocco, Tunisia, and Palestine (In the case of the extra film in Lebanon there will be 5 additional cities).*
  - *In the case of Israel, the work could be done in synergy and association with the work done with the EU delegation in the case they are producing a film.*

**The films' overall theme** (detailed briefing and scenario to be provided by Clima-Med team along the assignment)

- *The films will be sharing intimate, inspiring stories from real-world people and officials struggling with the effects of climate change. They will carry the viewers across the countries exposing in each filmed city the human and the reality of climate change' impacts on nature and the health and wellbeing of communities.*
- *Through the eyes of its inhabitants, local actors, their experiences, how they act, their commitments /engagement – including through Clima-Med and CoM Med - and power they have in their hands to change things for a better future; the films will open an honest window on the topic and shine a light on the realities of the climate crisis they face today. But also, their pride and vision for an ideal city in the happening of climate change.*
- *Real life characters will be filmed on the field (not in offices) showing their relationship with the natural world.*
- *Gender representation and views as well as youth perspectives should be taken into account*
- *But most of all, the films should convey a positive note, scenes of pride, articulate hopes for the future and brings to the forefront actions aimed to fight Climate change at a grassroots level.*
- *While the camera is strolling across the city, and the voice over tells its story punctuated with testimonials, each film will have 3 sequences:*

- 1- *Setting the problem in one sentence, people will address the topic from their point of view.*
  - 2- *In the middle of the film, one question will be asked: e.g. what would happen if the city of (...) lost its trees; have its agriculture affected; see its water resources reduced?*
  - 3- *What cities have started doing to tackle these issues.*
  - 4- *At the end: what can YOU do as a citizen, as a business, as a local administration, etc?*
- *Shots will be punctuated with several testimonials from municipalities and EU delegations' officials.*
  - *Examples of sequences and scenes of:*
    - *The city (the good and bad, the landscape and waste piles, what is preserved and what is destroyed, the beauty, the assets, biodiversity etc.)*
    - *The people and their testimonials (fishermen, farmers, ordinary people...)*
    - *Testimonial of officials from municipalities*
    - *Testimonial of EU delegation and national officials*

**Outputs:**

- *8 separate stand-alone high-quality short films*
- *One long film about Clima-Med actions/results in the South Mediterranean region and a shorter version of 10mn.*
- *A series of still pictures of beneficiary cities*

### III. Required expertise

**The profile' requirements include**

- *He/she would agree to grant permission to use and publish relevant in-stock images from his owned archives covering the areas of the project, if available; in addition to giving to Clima-Med the rights of use to the new photos and videos taken for the purpose of the 9 films.*
- *He/she will have the responsibility to lead photographing, videos, interviewing and editing; all as part of his/her contract, within the set and agreed budget until delivery of final products.*
- *He/she will have the ability to capture the essence of the places while bringing the artistic feeling needed shooting the cities and landscapes intimately and with passion.*
- *He/she will have experience in shooting cities, urban, landscape and architecture coverage.*
- *As we are working in places where 3 languages are used, it is important to have someone who masters these languages.*

- *The photographer is expected to have already travelled and covered at least three of the Clima-Med targeted seven countries.*
- *If unable to travel in one or more countries for whatever reason (e.g., Covid or conflict), he/she will propose and organize the accomplishment of the same outputs with collaborators in such countries or in other way that is accepted to Clima-Med and upon approval, while assuring excellent expected quality.*
- *He/she will be ideally based or is able to reside in countries where Clima-Med are posted to overview and collaborate in the preparation of the films.*

*Note preference of using the same skilled person for all countries (vs various photographers) to ensure unified professional skills and provide visual and style unity and complementarity in photography and editing, as well as language use in all the small films and the long film.*

#### **IV. Duration, Schedule, and Support**

##### **Timing**

- *Production should start in July at the latest, tentatively in Lebanon first where support logistics by Clima-Med team is fully provided. Then, while other countries will be opening for travel, he/she will start travel in all countries.*
- *The films – and exceptionally a minimum of 4 films – should be ready for the CoP 26, before November 1st, 2021 and/or for other events such as the UfM Ministerial meeting.*

##### **Overall sequence of activities upon assignment**

- *Prepare the scenarios of the films with instructions*
- *Briefing, meetings, and overall preparation of missions*
- *Scheduling and agreement on timeframe*
- *Travelling to missions 7 countries:*
  - *Photo shooting in 33 cities (4 cities in 7 countries, plus 5 additional in Lebanon)*
  - *Video shooting in 33 cities*
- *Delivery of shootings footage*
- *Sorting, selecting of shot pictures and videos footage*
- *Sorting, selecting of existing pictures courtesy of the photographer in selected countries.*
- *First cut of small films*
- *Final cut and production of 8 small films: choice of pictures and footage, film editing final cut (one week per film)*
- *First cut of the longer film*

- *Final cut and production of one long film: choice of pictures and footage, film editing final cut*
- *Final cut from the 20mn film to 10mn*
- *Integrating sound: music, voice over for English and French version – specifications to be decided)*
- *Integrating subtitles on pictures (in 2 languages – Arabic / French / English – exact details of inclusion to be decided with Clima-Med expert in charge)*

#### **Clima-Med team Support**

- *The photographer will undertake the assignment under the supervision of Clima-Med's senior communication expert and the team leader*
- *Clima-Med experts and focal points in each country, will support and join efforts in:*
  - *setting meetings with the stakeholders (mayors, associations, individuals)*
  - *identification of spots to be photographed (photovoltaics parks, municipal buildings, relevant natural spots)*
  - *facilitate internal travelling and other logistics (transportation means, escorts, clearance)*
  - *backing up the film production when relevantly needed*

#### **Proposed cities to include**

- *Lebanon: East to Baalbek; Danieh; Chouf; Hasbaya  
Batloun, Bishmizzine, Qab Elias, Nabi Sheet, Bakhoun (CEDRO V/ Clima-Med)*
- *Egypt: Luxor (Luxor City, Al Qurna) & Red Sea (Hurghada, Marsa Alam)*
- *Jordan: Umm el Jimmal, Al Muwaqqar, Al Zarqa, Madaba*
- *Morocco: Tangiers; Sefrou; Er Rich; Drarga. Possibly Pujda and Chechfouan*
- *Israel: Taibeh, Ramat Gan (TBD)*
- *Tunisia: El Guettar, Bizerte, Nabeul (TBD)*
- *Palestine: Bethlehem, Hebron, Nablus and Ramallah or Tulkarem*

#### **V. Application requirements**

Candidates are invited to submit their applications by filling and sending the Proposal Template included hereafter in Annex 3 of these Terms of References before June 15, 2021.

#### **VI. Schedule and Implementation Modality**

Duration of the assignment is 7 months. The expected commencement date for implementation of the assignment is July 1, 2021 and the completion date – December 31, 2021.

Depending on some specific conditions and local timelines (data availability, size of the municipality etc), the process and ending date may vary slightly.

The approximate schedule and description of the deliverables is given in the table below:

**Summary of the work schedule and deliverables for the videos (TBD):**

<b>Deliverables</b>	<b>Start date</b>	<b>Feedback</b>	<b>Deadline</b>
<b>Deliverable 1:</b> Prepare the scenarios of the films with instructions			
<b>Deliverable 2:</b> Briefing, meetings, and overall preparation of missions			
<b>Deliverable 3:</b> Scheduling and agreement on timeframe			
<b>Deliverable 4:</b> Travelling to missions 7 countries: photo shooting in 33 cities (4 cities in 7 countries, plus 5 additional in Lebanon), video shooting in 33 cities			
<b>Deliverable 5:</b> Delivery of footage			
<b>Deliverable 6:</b> Sorting, selecting of shot pictures and videos footage Sorting, selecting of existing pictures courtesy of the photographer in selected countries.			
<b>Deliverable 7:</b> First cut of small films			
<b>Deliverable 8:</b> Final cut and production of 8 small films: choice of pictures and footage, film editing final cut (one week per film)			
<b>Deliverable 9:</b> Integrating sound: music, voice over for English and French version – specifications to be decided)			
<b>Deliverable 10:</b> Integrating subtitles on pictures (in 2 languages – Arabic / French / English – exact details of inclusion to be decided with Clima-Med expert in charge)			

Management Arrangements

The assignment shall be implemented by a company or consortia of companies. The assignment will be closely coordinated, assisted and monitored by the Clima-Med project team members, and the project director.

The draft deliverables will be reviewed by the Communication expert. After which, final approval of deliverables will be given by the Team Leader.

Payments shall be made on approval of deliverables and divided into four (4) tranches given below:

- Tranche 1:**      ***10% on acceptance of deliverables 1,2, and 3***
- Tranche 2:**      ***30% on acceptance of deliverables 4, 5, 6***
- Tranche 3:**      ***30% on acceptance of deliverables 7 and 8***
- Tranche 4:**      ***30% on acceptance of deliverables 9 and 10***

**VII. Qualifications and requirements to the service provider/contractor**

Private companies or consortiums with experience in the various fields of the assignment are eligible for this mission. The tenderers should be able to deliver technical expertise in the design and implementation the deliverables.

**VIII. Detailed budget proposed**

Each candidate will be required to submit a detailed budget using the template in Annex 3.

## Annex 2

### SERVICE AGREEMENT

<b>Client:</b>	Hulla & Co Human Dynamics GmbH and Co KG
<b>Contractor:</b>	Insert
<b>Project:</b>	Insert Project title and ref. number

This Service Agreement (“**Agreement**”) is made between **Hulla & Co Human Dynamics GmbH and Co KG (“DAI”)**, with registered office at Lothringer Strasse 16, 1030 Vienna, Austria and registered under FN 30633 z, and **insert name of the Contractor (“Contractor”)**, with **registered office OR residence** at insert address – street, city, country **and registered under n°** insert company number, if applicable and, each singularly called a “**Party**” and collectively the “**Parties**”.

*The Parties have agreed as follows:*

#### 1. Scope and Schedule of Services

The Contractor shall provide to DAI the following services for the Project (“**Services**”):

insert/specify the scope of Services (activities, tasks etc)

The Services will also include any other tasks which the Parties may agree on. The Contractor hereby agrees to provide such Services to DAI.

The Services shall be carried out in accordance with all terms and conditions set down in this Agreement and the attached Standard Business Conditions (**Annex 1**).

**Option 1:** The Services shall be provided and completed no later than insert specific date.

**Option 2:** The Services shall be provided according to the following time schedule:

- Insert the first deadline
  - Insert the second deadline etc.

#### 2. Remuneration

The remuneration for the Services is as follows:

Insert/specify the financial package

The remuneration amounts payable under this Agreement are inclusive of any value added tax or any other tax and duties, when applicable. The Contractor is responsible to settle all their tax obligations.

#### 3. Payment

Payment of the remuneration specified in this Agreement shall be made as follows:

Insert/specify the payment schedule and other information relevant to the payment (if any)

#### 4. Duration of the Agreement

The Agreement shall be valid from the last signature and shall remain in force until all responsibilities of both Parties have been fulfilled.

DAI reserves the right to cancel the Agreement prior to finalisation of the Services and expiry of the Agreement. This is at the discretion of DAI and may include *inter alia* poor performance, production of work deemed highly unsatisfactory or non-adherence by the Contractor to the given deadlines (if any). In such an event the Contractor shall receive a pro-rata amount of the remuneration agreed in this Agreement.

## 5. Final provisions

The Standard Business Conditions, as Annex 1, are an integral part of this Agreement. Any issue not defined by the contractual clauses, shall be governed by the Standard Business Conditions. In case of any inconsistency between the contractual clauses and the Standard Business Conditions, contractual clauses shall prevail.

Any changes in this Agreement must be made in writing and signed by both Parties.

This Agreement shall be governed by the law of Austria. The Parties agree that they shall take all steps to achieve an amicable settlement of any dispute arising under this Agreement. If no amicable settlement is possible, the dispute shall be finally settled by the commercial court in Vienna (Austria).

This Agreement shall be signed electronically through DocuSign which the Contractor agrees to use for the purpose of collecting signatures. Where the signature of the Contractor cannot be completed electronically through DocuSign, this Agreement shall be signed as agreed between the Parties.

<p><b>SIGNED by:</b></p>   <p><b>Name:</b> <b>Title:</b> <b>for and on behalf of DAI</b></p> <p><b>Date:</b></p>	<p><b>SIGNED by:</b></p>   <p><b>Name:</b> <b>Title:</b> <b>for and on behalf of Contractor</b></p> <p><b>Date:</b></p>
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### Annex 3 Proposed Budget and Time Frame (TBD)

Deliverables	Start date	Feedback	Deadline
<b>Deliverable 1:</b> Prepare the scenarios of the films with instructions			
<b>Deliverable 2:</b> Briefing, meetings, and overall preparation of missions			
<b>Deliverable 3:</b> Scheduling and agreement on timeframe			
<b>Deliverable 4:</b> Travelling to missions 7 countries: photo shooting in 33 cities (4 cities in 7 countries, plus 5 additional in Lebanon), video shooting in 33 cities			
<b>Deliverable 5:</b> Delivery of footage			
<b>Deliverable 6:</b> Sorting, selecting of shot pictures and videos footage Sorting, selecting of existing pictures courtesy of the photographer in selected countries.			
<b>Deliverable 7:</b> First cut of small films			
<b>Deliverable 8:</b> Final cut and production of 8 small films: choice of pictures and footage, film editing final cut (one week per film)			
<b>Deliverable 9:</b> Integrating sound: music, voice over for English and French version – specifications to be decided)			
<b>Deliverable 10:</b> Integrating subtitles on pictures (in 2 languages – Arabic / French / English – exact details of inclusion to be decided with Clima-Med expert in charge)			

#### ***Applicant:***

- First Name:
- Family Name:
- Address:
- Country:
- Email:
- Phone:

### **Technical offer**

- a. Indicate below your Financial Offer in Euros

EUROS

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- b. Attach a summary of related experience (CV), maximum 3 pages
- c. Include below the Proposed Approach for the implementation of the expected actions and outputs
- *Maximum 1000 words*
  - *to be provided in English or French*
  - *to be and sent via email to .....*
  - *with the subject line "Clima-Med Consultancy for photographers/directors in the Med region".*

**Proposals will be accepted until midnight (Central European Time)  
on 30 June 2021.**

All applicants will receive an email to confirm receipt of their proposal.

## Annex 4 EVALUATION GRID

This is the evaluation grid for the technical part. As stated in the Instruction to the tenderers the final score will be estimated based on the technical and financial score, which will be in the ratio of 80:20.

	Maximum
<b>Strategy Outline</b>	
The approach proposed	25
The related inputs and outputs	15
Backstopping capacity	5
Timetable of activities	5
<b>Total score for Strategy</b>	<b>50</b>
<b>Capacity of the tenderer</b>	
Project References	10
Experts qualifications	15
Recommendation letters	5
<b>Total score for Capacity</b>	<b>30</b>
<b>Overall total score</b>	<b>80</b>

**NB Only tenders with average scores of at least 70 points qualify for the financial evaluation**