

Terms of Reference for Production of Documentary Movie regarding Accomplishments of Psycho-social Counselors Training Project of HealthNet TPO

Background:

HealthNet TPO is a Netherlands based not for profit, non-governmental organization founded on the principle that access to affordable quality health care is a basic human right. HealthNet TPO is working in Afghanistan since 1994, has implemented more than 260 medium and large size projects in 34 provinces of the country. *HealthNet TPO mission* is to enhance the ability of communities in fragile countries to better manage and maintain their own health and wellbeing. We envision a world where all people can contribute to their own health because they are included in social networks, and have equal access to public services. Since its establishment in Afghanistan, HealthNet TPO has been working on diverse sectors, with a specific focus on primary healthcare, capacity building of health providers, health promotion, gender, women empowerment, elimination of violence against women, and psychosocial and mental health support to the population in need and control of communicable disease

Funded by European Union (EU), HealthNet TPO has been implementing “Expansion and improvement of services to people living with mental health disorders” project since November 2015. The overall objective to which the project contributes is to support the government of Afghanistan towards the improved delivery of public health services. The specific objectives of this project are three-fold: 1) to provide quality long-term standard training for psychosocial counselor and short-term basic mental health training for midwives and medical doctors of the selected CHCs, 2) to strengthen the technical and managerial capacity of the health staff of respective provincial health directorates, implementing NGOs, Ghazanfar Institute of Health Sciences and Mental Health Department of Ministry of Public Health, and 3) to improve the referral, access, utilization and availability of quality psychosocial counseling services for the patients in the catchment area of targeted CHCs. Main expected results of project at the end of project period will be: 1) 257 psychosocial counselors (PSCs) are graduated, certified and deployed by the end of the project, 2) 257 medical doctors and 257 midwives are trained on basic mental health care, 3) technical and management capacity of BPHS implementers, PPHD, GIHS and mental health department of MoPH is strengthened, 4) improved M&E system to systematically monitor and evaluate mental health and psychosocial activities at all levels.

Objective:

To raise national and global responsiveness, advocate, and trigger awareness about psychosocial issues, success of counselors’ trainings project, changes brought in the community by trained psychosocial counselors and further needs in the area of mental and psychosocial health in the country.

Scope of Work and Technical Requirements:

HealthNet TPO Afghanistan office wants to produce a short documentary from the perspective of psychosocial counselors who trained by HealthNet TPO and deployed in public health facilities in all 34

provinces and the recipients of the psychosocial services at the community level. The target audience for this documentary will be local, regional and global audience, with worldwide broadcasters (national and international TV channels and social media). The duration of the documentary will be around 9 - 11 minutes.

The documentary is to be interest driven, moving and motivational, told mainly from the perspective of the trained psychosocial counselors, with interview and inputs from recipients of services, local communities, donor, ministry of public health, HealthNet TPO and other stakeholders.

This documentary should be produced in local languages with voice-over-translation or Dubbing in English, at highest possible quality standards, high definition, fast paced and colorful, with clean stylistic touches. The total running time of the documentary is to be 9 - 11 minutes. Filming will be carried out in Kabul, Herat, Balkh and Nangarhar provinces.

The entire documentary production i.e. writing, filming, editing, voicing/narration, dubbing, etc should be carried out by the contractor, delivering a final ready-to-air product in broadcast standards and in the latest HD technology format. The entire development and production process will be closely monitored by the HealthNet TPO Afghanistan office providing continuous review, comments and thematic inputs support when needed.

HealthNet TPO Afghanistan office is the Executive Producer of the film and has the final saying on the creative, editorial and technical direction of the film and is the product owner.

Expected timeline:

1. The contractor shall commence the work as soon as possible, immediately upon signing contract.
2. A detailed implementation strategy, timeline and draft script should be submitted within two weeks.
3. Detailed budget and shooting schedule should be provided prior to commencing filming.
4. The rough cut of every phase of the documentary should be provided to HealthNet TPO Afghanistan office for review, comments and approval.
5. The final product i.e. the movie as well as all the raw material and project files, should be delivered to HealthNet TPO on an external HDD no later than 15th of January, 2019.

Deliverables and Payment Schedule:

Payments of total budget will be processed upon delivery of the following product along with invoice:

1. Detailed budget, implementation strategy, timeline and draft script (20%)
2. First cut of movie (30%)
3. Project files and all raw materials are submitted (20%)
4. Final cut of movie (30%)

Qualification:

1. Demonstrated experience and competency in conducting similar assignments of an international magnitude.
2. Minimum of five (5) years' documented work experience in the area of file/reportage/documentary writing, producing, directing and editing.
3. Experience of working in Afghanistan on similar assignments.
4. Access to highest quality filming, light, sound and editing equipment
5. Ability to communicate and conduct interview in English.
6. Track record of successful materials filmed in the country/region and/or on similar topics would be an asset.
7. Knowledge and understanding of ethical standards pertaining to media coverage of vulnerable groups, especially women.

HealthNet TPO Afghanistan Responsibilities:

1. Organize an inception coordination meeting between the production company and project team (a Skype meeting can be an option).
2. Establish and facilitate contact with field staff involved and any external contacts needed.
3. Coordinate with project staff for the field visits to set appointments, identify contents, and capture the footage.
4. Review and approve the work plan, including schedule for filming, timeframe and approach to be used.
5. Provide reference materials
6. Provide feedback when and where necessary.
7. Meet the relevant costs related to this production, as agreed in the contract upon approved offer.
8. Review and approve the draft and final production as stipulated in the deliverables section and contract.

Reservations and Confidentiality:

HealthNet TPO reserves the right to withhold all or a portion of payment if performance is unsatisfactory, if work/output is incomplete, not delivered, or for failure to meet deadlines. In the event of the producer ending the contract prior to delivering all agreed upon products, a portion of the payments shall be returned to the HealthNet TPO Afghanistan office.

The contractor undertakes to maintain confidentiality on all information that is not the public domain and shall not be involved in another assignment that represents a conflict of interest to the prevailing assignment. The contractor shall undertake to refrain from promoting any political beliefs in the documentary movie which is the subject of this contact.