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دار الكلمة
DAR AL-KALIMA
UNIVERSITY

01/03/2023

Terms of Reference Documentary Film and Book Production

Assignment Objective:

The “Stories of Palestine” is a project funded by the EU and is implemented in partnership between DVV International and Dar al-Kalima University. This project aims to preserve, reinforce, and promote the Palestinian culture as part of fostering national identity.

The “Stories of Palestine” seeks the selection of an external expert to prepare and produce a documentary film and book about the Palestinian folk songs in the areas targeted by the project, with a considerable experience in producing documentary films and books to document the above-mentioned songs videotaped and written.

Main Tasks and Responsibilities:

1. Provide an action plan and a timetable to “Stories of Palestine” project within the first week of employment.
2. Provide the overall concept, structure, and plan of the film and book.
3. Conduct field visits of the project area and make interviews with stakeholders as following:
 - Dar al-Kalima University.
 - DVV International.

BMZ



Federal Ministry
for Economic Cooperation
and Development



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- Karmel Adult Education Center.
 - Yamoun Adult Education Center.
 - Arraba Adult Education Center.
 - Al-Thouri Silwan Women's Center.
 - Sammou Youth Center.
3. Provide professional crew to do all the tasks needed to produce the film and the book.
 4. Provide high quality equipment.
 5. Provide English subtitled translation for the entire film, or Arabic if needed if there were an English speaking part.
 6. Present a draft documentary to the project for review and comments.

Deliverables:

1. A documentary film that is between 10-15 minutes.
2. A documentary film that is between 50-65 pages with size 19.7cm X 13.2 cm **OR** 20.3 cm X 12.7 cm.
3. Final comprehensive narrative report, documenting the conducted activities and includes the number of interviews, in conjunction with the financial claim.

Essential Required Qualifications:

1. The expert should be specialized and have a documented record of similar achievements in the field of documentary film and books production.



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2. The awarded/ implementing expert must provide his/ her profile, financial claim subject for a %5 income tax.

Contract Type: Lump Sum Contract.

- Timeframe: 15/03/2023- 31/07/2023
- Expected level of Effort: 50 working days.

Application Process:

Interested candidates should submit the following:

1. Experience profile reflecting the expert experience in the required field.
2. Biography of team members, especially the team leader.
3. A work plan including a clear schedule.
4. A detailed financial offer in Israeli Shekels.

Note: In the absence of one of the above documents, the submitted technical and financial offer will not be considered.

Submissions should be in sealed envelopes handed at the reception office at Dar al-Kalima University no later than Friday 10/03/2023, 4 p.m.

Only shortlisted candidates will be contacted.