

YOUNG RESEARCHERS OF SERBIA OPENS CALL FOR SUBMITTING OFFERS
video production services for online education and video distribution
on the internet and social networks

In the period from **06/11/2020 to 06/25/2020** Young researchers of Serbia will be collecting offers for video production services for online education and video distribution on the internet and social networks. It is planned to develop 4 online educational courses within the project "*ECO SYSTEM - Environmental reforms supporting program*".

The video materials are divided into 4 thematic areas:

➤ Thematic area - CHEMICAL MANAGEMENT:

location of filming: territory of Belgrade (without suburban municipalities)

video lessons that will cover the topic: correct reading of product's declarations, informing about SVHC, harmful substances in children's toys and plastic products, etc

➤ Thematic area - WATER MANAGEMENT:

location of filming: territory of Pirot - Stara planina

video lessons that will cover the topic: causes and consequences of improper water resources management

➤ Thematic area - VOLUNTEERING IN EMERGENCY SITUATIONS:

location of filming: the territory of Obrenovac

video lessons that will cover the topic: guidelines for organizing volunteer actions in case of crisis situations (topics related to floods, viruses and the migrant crisis are covered)

➤ Thematic area - WASTE MANAGEMENT:

location of filming: the territory of Belgrade and the landfill within a radius of 150 km from Belgrade

video lessons that will cover the topic: circular economy (from product purchase to recycling), guidelines for organizations that want to improve locally the state of waste management

note: mentioned filming locations are subject to change

Maximum number of days for filming: 10 days

Realization period: 01 July 2020- 31 August 2020

all final materials MUST be submitted within the set time

Duration of finished video materials: Depending on the scenario of the author, the client will determine the number of video materials for each thematic area during the process. Maximum duration per final video is up to 45 minutes of thematic area.

Permits and associated costs: All costs, fees, charges, and obligations to obtain filming permits are provided by the service provider.

SERVICE DESCRIPTION

PRE PRODUCTION:

- Development of the scenario in cooperation with the representatives of the client
- Selection of locations for filming in cooperation with the representatives of the client

PRODUCTION:

- Video recording in 4K technology
- Tone recording

POST PRODUCTION:

- Editing video material for the needs of the YRS platform for online education
- Creation of animated segments for the purpose of illustration of various processes and concepts
- Color correction and color grading images
- Selection and adaptation of instrumental audio materials
- Tone processing
- Creating transcripts for all videos
- Production of subtitles for all video materials
- Customize videos for Facebook
- Customize videos for Instagram

CONSULTING SERVICES:

- Advising the client on best practices in video distribution in order to achieve the maximum number of video views on all communication channels

TECHNICAL REQUESTS:

- Camera (2x) - Full frame 4K - RAW format
- Drone - 4K - RAW format
- Set of stabilized 16-200mm lenses with fixed aperture
- Electronic image stabilizer
- LED recording lighting - minimum 150W / CRI 95+

Video revision requests: The service provider is required to provide at least three video revisions for each thematic area.

All materials must be produced strictly in accordance with the requirements of Young Researchers of Serbia and delivered/ submitted in formats that allow their further use. If the final version of the video material delivered to the customer does not meet required format and requests, the service provider is obliged to correct and adjust the video material.

Service provider is obliged to prepare video materials in a format (1920x1080px and 1000x1000px) that allows standard and easy use on all Internet platforms and all fixed and mobile devices.

Service provider is obliged to provide all copyrights for all video and audio materials that will be used in the videos, in accordance with the Law on Copyright and Related Rights, for which it takes over full responsibility. All audio-visual contents of the videos must be in accordance with the Law on Advertising and the Law on Public Information of the RS.

THE SERVICE PROVIDER'S OFFER SHOULD INCLUDE:

- **Total price of asked service in RSD, VAT included**
- **Customer reference list** (during 2019 and 2020)
- **List of video materials** that could be relevant/connected with asked service
- **Validity of the offer** 15 days from the date of submission of the offer

After collecting all the received offers, the most favorable service provider will be selected according to the criteria **"best price of cost"**.

PREPARATION AND SUBMISSION OF THE OFFER: The offer must be made in one hard copy, certified (if you do not have a stamp, state that the offer is valid without a stamp) and in envelope, must be clear and unequivocally. **Please submit your offer by 06/25/2020 till 4:00 p.m. to:**

Young researchers of Serbia (Tijana Ljubenović)

Bulevar umetnosti Street Nu.27

11070 Novi Beograd

(At the front part of the envelope write **"Offers for video production services for online education – DO NOT OPEN"**, at the back of the envelope write: name, address, contact of the tenderer)

Note:

- *Incomplete and untimely offers will not be considered;*
- *Candidate may submit only one offer;*
- *After the final decision on the selection of the service provider, all candidates will be informed of the status of the call/tender;*
- *Candidate accepts that the Young Researchers of Serbia, by personal insight and a visit to the Bidder's business premises, check the expertise and capacity of the service to be provided before the cooperation begins;*
- *All questions and concerns regarding the request for services / tender must be submitted in writing via e-mail.*

All information regarding this Call must be considered strictly confidential. Breach of the confidentiality of the information of this document by the service provider leads to exclusion from the procurement procedure.

In Belgrade, 06/11/2020

Tijana Ljubenović
Project coordinator

Email: tijana@mis.org.rs