

## Terms of Reference

# Digital Content Development for Improved Weather and Flood Information System for Community Based Risk and Resource Management Under SHOUHARDO III Program

**Type of Contract:** Animation Studio/Media Firm

**Duration:** 3 Months

### Background

Regional Integrated Multi-Hazard Early Warning System for Africa and Asia (RIMES) is an International and Intergovernmental organization that supports national hydro-met service providers and local level institutions in research and development of forecasting and warning services. RIMES has in total 48 member states and collaborating countries (for further details, please visit [www.rimes.int](http://www.rimes.int)). RIMES was established on 30 April 2009 through the signing by collaborating countries of the RIMES regional cooperation agreement. RIMES has been working in Bangladesh for developing forecasting products and its applications in with state of the art decision support systems and advanced technologies tailor made to meet the societal requirements over the past decade.

### Project Background

RIMES is currently implementing the project “Improved Weather and Flood Information System for Community Based Risk and Resource Management” under SHOUHARDO III program of CARE Bangladesh supported by USAID. This project aims to contribute in the transition from ‘what the weather will be’ to ‘what the weather will do’. It will pilot community oriented weather and flood forecast information services for enhanced resilience. The project has already implemented some of its major activities, such as:

- Improving flood forecast lead time (operationalized 15 days stream flow forecast)
- Generation of Upazila specific weather forecasts products for SHOUHARDO III program areas.
- Support forecast based advisory services for Agriculture, Livestock and Disaster Management sectors through voice message broadcasting platform.

The project has supported generation of location specific weather and long lead flood forecast at Bangladesh Meteorological Department and Flood Forecasting and Warning Center of Bangladesh Water Development Board respectively. The project has made an effort to reach the last mile communities at risk with timely forecast and advisories of sufficient lead time in an understandable and actionable format. The project has started capacity building of the farmers, women and children groups, extension workers, local government representatives and market actors, small entrepreneurs for accessing, interpreting and application of forecast information. The overall goal of the project is to reduce livelihood risk of poor and extreme poor communities and maximize benefit from favorable weather condition through implementing weather-ready climate-smart agriculture and allied resource management for achieving resilience.

## Objectives

This project intends to design and develop comprehensive, interactive and user-friendly digital materials in the form of short video animation (motion graphics). The main objective of these digital content is to visualize the information in an understandable way that everyone can grasp. It will be needed for knowledge dissemination and awareness-raising. The contents will visually explain how to implement some agromet, flood/thunderstorm, livestock advisories and how to access information etc.

## Expected Deliverables

The following activities and deliverables are expected to be delivered by the consultant as described in the table 1.

Table 1 Expected Deliverable

No.	Activities	Deliverables
1	Development of digital content (Explainer Video) on 'Thunderstorm Awareness' using video animation technology. (Bangla voice over)	Draft of the script, draft of the content and final product
2	Development of digital content (Explainer Video) on 'Influence of weather parameters on Blast disease, Brown Plant Hopper and Yellow stem borer outbreak of paddy and farmers' management options' using video animation technology. (Bangla voice over)	Draft of the script, draft of the content and final product
3	Development of digital content (Explainer Video) on 'Forecast based Livestock Management' using video animation technology. (Bangla voice over)	Draft of the script, draft of the content and final product
4	Development of digital content (Explainer Video) on 'Early warning and Early action' using video animation technology. (Bangla voice over)	Draft of the script, draft of the content and final product
5	Development of digital content (Explainer Video) on 'Accessing different forecast information' using video animation technology. (Bangla voice over)	Draft of the script, draft of the content and final product
6	Development of digital content (Explainer Video) on 'RIMES introduction and activities' using video animation technology. (Both Bangla and English voice over)	Draft of the script, draft of the content and final product

## Required Skills and Experience

The consultant should have at least five-year experience to accomplish the tasks as mentioned in this ToR. The assignment will require a team with the following characteristics:

- a. Experience in working with international organizations.
- b. Experienced visual artist, script writer and motion graphics designer.

## **Working Conditions**

Table 1 outlines the expected activities and deliverables to be completed by the consultant. The consultant will be required to use their own resources to carry out these assignments.

## **Unsatisfactory Performance**

Payment of fees to the Contractor under the contract, including each instalment or periodic payment (if any), is subject to the Contractor's full and complete performance and submission of deliverables. RIMES reserves the right to withhold all or a portion of payment if performance is unsatisfactory, if work/outputs is incomplete, not delivered or for failure to meet deadlines. All materials developed will remain under the copyright of RIMES and that RIMES will be free to adapt and modify them in the future. This ToR is an integral part of the service agreement signed with the consultant.

## **Submission of Proposal**

Proposal from the consultant should include separate technical and financial proposals:

- ❖ Technical Proposal
  - Brief description of the consultant's experience and an outline of similar assignments conducted in the last five years. Consultant can provide links where applicable;
  - Methodology including content development to final production process
  - At least 3 client names who can be contacted by RIMES for reference
  - Proposed team with responsibilities
  
- ❖ Financial proposal
  - The proposal shall cover all relevant costs and value added tax (VAT)
  - In case VAT is applicable, RIMES shall provide VAT exception coupon.
  - The financial proposal must be priced in USD and must follow the UN Operational Rates of Exchange

Proposals shall be submitted to the contacts below before **5<sup>th</sup> November, 2020**

- Samia Jahan Chowdhury, Project Manager, RIMES  
Phone: +8801734699311, email: samia@rimes.int

**Prospective consulting firms can request for virtual meetings for any clarification regarding this ToR.**