



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila



TERMS OF REFERENCE
VIDEO AND POSTER PRODUCTION FOR HUMAN TRAFFICKING AWARENESS CAMPAIGN

I. Background

The Inter-Agency Council Against Trafficking (IACAT) kicked-off an advocacy campaign last 2019 against human trafficking entitled "*Human, Hindi Laruan*", which translates to "human are not commodities". Part of the campaign materials were two infomercial videos that highlighted Online Sexual Exploitation of Children (OSEC), and Sex Trafficking through Debt Bondage with the call-to-actions "STOP HUMAN TRAFFICKING" and "REPORT TO 1343 ActionLine".

This year, as part of the World Day Against Trafficking commemoration in July, IACAT hopes to strengthen the campaign by producing two more videos, particularly on Organ Trafficking and Mail-Order Spouse trafficking, while sustaining the current campaign slogan and call-to-action.

II. Objectives

- a. To raise awareness on the pressing issues of human trafficking, especially on Organ Trafficking and Mail-Order Spouse, in the Philippines;
- b. To have a new advocacy materials that will give emphasis on the significant roles and capacities of citizens and their organizations in response to human trafficking;
- c. To popularize the existing 1343 ActionLine; and
- d. To encourage citizens, organizations, government agencies, and other stakeholders to promote IACAT's "*Human, Hindi Laruan*" Anti-Trafficking Campaign, and create programs that will prevent the occurrence of Trafficking in Persons.

III. Scope of Work

The consultant shall coordinate with the IACAT Secretariat to produce and include the following deliverables:

- a. Pre-production:
 - i. Concept, treatment, and storyline
 - ii. Script and Tagline
 - iii. Casting and use of talents, wardrobe, hair and makeup services
 - iv. Securing location, music, and equipment permits or requirements
- b. Full video production
- c. Post production
 - i. Animation
 - ii. Visual Effects

IV. Output

1. VIDEO

- a. One (1) 30 seconds live action video on Organ Trafficking
 - i. 1 Full HD video suitable for social media uploads with English subtitle;
 - ii. 1 Full HD copy suitable for social media uploads without subtitle;
 - iii. 1 Full HD copy with format suitable for TV commercial;
 - iv. 1 audio version with format suitable for radio commercial; and
 - v. 1 Full HD copy with a format and an aspect ratio compatible with cinema screen (JPEG2000 DCP).
- b. One (1) 60 to 120 seconds animated video on Mail-Order Spouse
 - i. Animation with voice talents
 - ii. 1 Full HD video suitable for social media uploads with English subtitle;



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- iii. 1 Full HD copy suitable for social media uploads without subtitle; and
- iv. 1 Full HD copy with a format and an aspect ratio compatible with cinema screen (JPEG2000 DCP);

2. POSTER

- c. Forty (40) pieces of 24 by 36 inches 170 to 180 gsm glossy hardcopy teaser poster in reference to the Organ Trafficking video; and
- d. Digital teaser posters for the two videos.

All raw files should be submitted to the IACAT Secretariat in an external hard drive.

V. Deadline

The final submission of the outputs is on 20 August 2022

VI. Requirements

- Business or Mayor's Permit
- PhilGEPS Registration Number
- Signed Terms of Reference
- Notarized Omnibus Sworn Statement
- BIR Registration

VII. Payment

The quotation should include vat and other overhead fees. The payment will be process under the government procurement procedures.

Prepared by:

Bernadine T. Bernardino
Administrative Officer V

Approved / Disapproved

Emmeline Aglipay-Villar
Undersecretary