



REQUEST FOR QUOTATIONS (RFQ)

PROVISION OF CONSULTANCY SERVICE FOR DEVELOPMENT OF A DIGITAL PLATFORM FOR *icipe* OUTREACH AND TRAINING ACTIVITIES

1. The International Centre of Insect Physiology and Ecology (*icipe*) is an intergovernmental organisation headquartered in Nairobi, Kenya that conducts research and development (R&D) activities in sustainable management of insects and other arthropods to comprehensively improve health and agricultural productivity in the tropics (www.icipe.org).
2. *icipe* intends to engage a qualified Consultancy firm to develop a digital platform for the Centre to connect and interact with various end-users and stakeholders (farmers, scientists, agribusiness, private sector, policymakers, consumers), despite any prevailing or emerging challenges. The objective is to ensure that farmers, regardless of their location, continue to receive extension services, access relevant technologies and practical training for their use, and maintain farmer-to-farmer knowledge exchange. The platform will also help researchers to contribute to policy processes, and to interact with investors, donors and partners. See attached Terms of Reference (ToR) for more details here: <http://www.icipe.org/sites/default/files/icipe-TOR-TTU-Consultancy-Video-production082020.pdf>
3. *icipe*, now invites interested bidders who are able to demonstrate technical capability to undertake this assignment.
4. **Interested bidders should:**
 - a. Provide the consulting firm's registration documents, PIN and Tax Compliance certificates, post address and physical location, website and contact persons.
 - b. Provide the firm's profile detailing organization chart, and CVs of key technical staff who will deliver the project, clearly indicating technical skills, academic qualifications and years of experience.
 - c. Have at least three years' professional experience in producing agricultural work- related material development including films or videos with the aim of reaching out to potential end-users in target countries. Provide at least three (3) examples of similar films and/or videos produced.
 - d. Have proven proficiency in social media analytical tools and editing. Provide evidence.
 - e. Must own equipment and produce content in HD or 4K high quality and experience in editing using Premiere Pro or Final Cut. Provide evidence.
 - f. Provide a competitive fee quote to perform the assignment.
5. The Request for Quotations must be submitted electronically through e-mail at icipetenders@icipe.org on or before **11:00 hours East Africa Time on 28th August 2020**. The submissions should be clearly marked: **'Request for Quotations – Provision of consultancy service for development of a digital platform for *icipe*'s outreach and training'**. Late submissions will be rejected.

Procurement Manager
icipe Duduville campus, Carroll Wilson Building, Off Thika Road, Kasarani
P.O. Box 30772-00100, **NAIROBI**