



**UNITED NATIONS DEVELOPMENT PROGRAMME
REQUEST FOR PROPOSALS FOR DISABILITY AND LEGAL AID AWARENESS SHORT FILMS**

1. INTRODUCTION

The services required are production of short films and clips for two projects under the “Support to the fulfilment of human rights, access to justice and the empowerment of youth and women Project (2018 – 2021)” (the Project). The Projects are Legal Aid and Disability, as explained more fully below.

The deliverables of this consultancy are clustered (see below) and therefore the bidder is expected to indicate which cluster they would be applying for. Bidders are free to apply for both or one of the clusters.

Cluster 1: Legal Aid

Legal Aid Botswana is a corporate body, established by an Act of Parliament, the Legal Aid Act No: 18 of 2013 and operational from 2015. The objectives of Legal Aid Botswana are to provide legal advice and legal representation to indigent persons and public education on legal matters.

A nationwide public awareness research (2015) revealed that 73.08% of Botswana respondents were not immediately familiar with Legal Aid Botswana and its service offering. The same research revealed that 21.75% of those who were familiar with the organization said they got to know about LAB through Botswana Television (BTV). BTV has therefore been identified as one of the most effective tools to use to disseminate legal education messages to the public.

Cluster 2: Disability

The Government of Botswana has indicated its intention to accede to the Convention on the Rights of Persons with Disabilities (CRPD). In preparation for the accession to the CRPD, the Coordinating Office for Persons with Disabilities has requested the production of short films to communicate the guiding principles of the CRPD in a manner that is relevant to the local context and promotes social change, acceptance and adoption of these rights-based principles.

2. Submission Requirements

Detailed terms of reference (TOR), submission requirements and terms and conditions for the assignment can be obtained at <http://procurement-notice.undp.org>

3. General enquiries

Enquiries regarding any part of the RFP may be addressed to either: enquiries.bw@undp.org

4. Your offer, comprising of a **Technical and Financial Proposal, in separate sealed envelopes**, should be submitted in accordance with Section 2 and to the following address:

**“RFP: DISABILITY AND LEGAL AID AWARENESS SHORT FILMS”
– NOT TO BE OPENED BY REGISTRY**

5. Proposals shall be addressed to and delivered to the following address:
The UNDP Resident Representative
P.O. Box 54
UN Building, Ground Floor Reception Desk
Government Enclave,
Corner Khama Crescent and Presidents' Drive
Gaborone, Botswana
6. Email submission are permissible and can be emailed to: procurement.bw@undp.org
7. Bids should reach the address specified above no later than **10th December 2019 before 12:00 noon Botswana time**
8. The selection process will be free, fair and very transparent.