**Financial Bid**

**Individual Consultancy** **as Innovative Finance Specialist (Content Creation) with Innovative Finance for Children (IF4C), PFP on Long Term Agreement (LTA) for 3 years**

The consultant must send a financial proposal, **for all categories/services applied** in the below format. The consultant must quote in USD only.

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| --- | --- |
| **Category / Services** | **Rate** |
| Development of the IF4C Training Programme Course for National Committees, Country Offices, UNICEF Divisions and Member States. The development of the course includes management of the process from start to finish including internal consultations, delivery, packaging, testing and adoption. | **XX USD per one module** |
| Development of IF4C video scripts for capacity building/internal/external purposes for 1-3 minutes videos (including any calls/meetings/consultations, as well as close collaboration with the Innovation Officer, needed to complete the product). | **XX USD per one video script** |
| Development of content for the IF4C biannual Newsletter of up to 15 pages (including any calls/meetings/consultations needed to complete the product). | **XX USD per one newsletter** |
| Creation of 1-2 page summaries for Tier 1 initiatives to be featured in the respective internal websites (including any calls/meetings/consultations, as well as close collaboration with the Innovation Officer, needed to complete the product). | **XX USD per one summary** |
| IF4C results report (reports of up to 2 pages per initiative) developed to be used for annual reports, briefing notes and OMP reporting (including any calls/meetings/consultations needed to complete the product). | **XX USD per one report** |
| Production of periodic progress reports of up to 2 pages and transparent documentation detailing project effectiveness (including any calls/meetings/consultations needed to complete the product). | **XX USD per one report** |
| With the support of the digital designer, creation of an IF4C toolkit with 1-page templates to guide innovative finance implementation within the organisation (including any calls/meetings/consultations needed to complete the product). | **XX USD for one toolkit** |
| Production of lessons learned and best practices report for IF4C initiatives (report of up to 5 pages per initiative), including any calls/meetings/consultations needed to complete the product. | **XX USD per one report** |
| Writing content for the annual IF4C impact report of maximum 20 pages (including any calls/meetings/consultations, as well as close collaboration with the Innovation Officer, needed to complete the product). | **XX USD per one report** |
| Production of periodic progress reports of 1-3 pages and transparent documentation detailing project effectiveness (including any calls/meetings/consultations needed to complete the product). | **XX USD per one report** |
| Creation of ad-hoc communication assets of 1-2 pages (e.g., ICON update, IFC Directors update, video/brochure, social media, etc.), including any calls/meetings/consultations needed to complete the product. | **XX USD per one asset** |

**Name of the Consultant:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­\_\_