

CONFIDENTIAL

Project Title: Enabling the Implementation of Georgia's Forest Sector Reform (ECO.Georgia)	Project number/ cost centre: G-011655-002-50%C1A1 G-011655-001-50%C1A4
Title of the assignment: Skidding video production	Tender number 7000018828

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I. General information

1. Brief information on the project

Climate change impacts and the demand for fuelwood from rural population put significant pressure on Georgia's forests: up to 90% of rural households (1.43 million people) rely on fuelwood for their energy needs. The problem is exacerbated by the fact that households use obsolete technologies, such as traditional stoves with a lifetime of two years and an efficiency of 35% or less. Fuelwood demand exceeds sustainable harvesting levels, considering reduced productivity of many forests in the country because of extensive forest degradation. This forest degradation leads to a loss of carbon absorption capacity which is projected to decrease by five times between 1990 and 2030.

In order to address this negative development, the project "Enabling the Implementation of Georgia's Forest Sector Reform - ECO.Georgia" supports the Government of Georgia to implement its transformational forest sector reform agenda to put the entire nation's forests under the framework for sustainable forest management (SFM). It will do so by supporting the establishment of a nation-wide SFM system (Component 1) and in parallel promoting market development for energy efficient appliances and alternative fuels (Component 2) to address the main driver of forest degradation. The project will safeguard the reform implementation by diversifying livelihood opportunities and strengthening local self-governance in forest adjoining rural communities (Component 3).

The project is funded by the Green Climate Fund (GCF), the German Federal Ministry for Economic Cooperation and Development (BMZ), and the Swiss Development

Cooperation (SDC) with GIZ being the project's accredited entity. The German contribution is part of the wider German support in the priority area "Environmental policy, conservation and sustainable use of natural resources in the South Caucasus", which aims at the sustainable use of natural resources, biodiversity conservation and climate protection, particularly for the benefit of the rural population. Similarly, both the share of renewables in the energy composition as well as the energy efficiency levels will increase.

Especially rural households using firewood as their source of heating energy will benefit from improved air quality and reduced fuelwood demand through eased access to energy efficient stoves. Forest-related small and medium-sized enterprises and their employees will receive support to improve economic efficiency and environmental sustainability of their business activities. Additionally, staff members of relevant public institutions (National Forestry Agency NFA, Department of Environmental Supervision DES, Environmental Information and Education Center EIEC, Rural Development Agency RDA, municipalities) will receive direct support through human capacity development measures and grant finance.

ECO.Georgia primarily contributes to achieving the SDG 15 (Protect, restore and promote sustainable use of terrestrial ecosystems) of the 2030 Agenda of the UN, but also to achieving SDG 7 (Ensure access to affordable, reliable, sustainable and modern energy for all), SDG 13 (Take urgent action to combat climate change and its impacts), SDG 1 (End poverty in all its forms everywhere), and SDG 5 (Achieve gender equality and empower all women and girls).

This contract is being signed in the framework of the project "Green Transformation Georgia (ECO.Georgia)". The project including all its activities has been approved by the Government of Georgia through Decree N743 from April 08, 2026 amending Decree N1542 from August 31, 2021, approving the signature of the Implementation Agreement between the Government of Georgia and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) for the ECO.Georgia project..

The duration of ECO.Georgia is from April 2021 until May 2030.

2. Context

Georgia's forestry sector is undergoing modernization, with increasing use of mechanized equipment such as skidders. However, a significant portion of the workforce lacks formal training, especially in the use of heavy logging equipment, including skidders. Workers often face difficult terrain, outdated or improvised machinery, and limited access to structured education. Additionally, many have only basic literacy or technical understanding. To address these challenges, there is a need for a practical, language-accessible training program that takes into account local equipment types, environmental conditions, and safety standards.

A training program is designed to provide foundational knowledge and practical skills for unskilled or semi-skilled forestry workers, enabling them to operate skidders safely, productively, and in an environmentally responsible manner.

To support the practical training courses, self-learning material should be developed and made available on the Knowledge Management and Training Platform (KMTP).

The online e-learning Knowledge Management and Training Platform (KMTP) for the forest sector is under the responsibility of Environmental Information and Education Center (EIEC) and by MoEPA's IT department in close cooperation with NFA and DES, funded by ECO.Georgia. It is envisaged that any future training in the forest sector shall make best use of the platform, which will be accessible also to private service providers

and NGOs. The system includes e-learning elements, videos, knowledge storage, and ultimately strengthen the management and dissemination of information. The KMTP ensures that people engaged in forestry sector have adequate knowledge and skills to effectively implement the actions considered under SFM under the new forest code through improved knowledge management and dissemination and the institutionalization of key sector trainings.

3. GIZ shall hire the contractor for the anticipated contract term, from September 2026 to March 2027.

The services described in Section 4 shall be provided until 15 December 2026.

4. The contractor shall provide the following work:

To produce a set of high-quality educational videos (6 videos, - approximately 40 minutes in total + a short version or excerpts (e.g. 30-second clips) that can be used in awareness campaigns or mobile learning formats) on safe, efficient, and environmentally responsible skidder operations to equip forestry workers with fundamental knowledge about skidders and their functions; improve safety awareness and emergency preparedness and improve operator safety: forest workers will gain a clear understanding of personal protective equipment, hazard recognition, emergency behavior, and safe machine handling; promote responsible environmental practices and reduced environmental impact: learners will understand techniques for minimizing soil damage and avoiding ecological disturbance, promoting sustainable forestry practices; and support structured maintenance and damage reporting routines. Target Audience: forestry workers, skidder operators (beginners to intermediate) logging supervisors and training institutions; technical Vocational Education and Training (TVET) colleges

In particular, the consultant shall fulfil the following tasks:

- Meet online/or face to face with the involved parties (GIZ, experts, NFA representatives) to understand the narrative and get accurate data to be used for the video production;
- Together with experts, develop the scenario/storyboard to produce the video and present to the involved parties for discussion;
- Deliver first draft 6 videos with a total length of approximately 40 minutes;
- Deliver final 6 videos with a total length of approximately 40 minutes;
- The video must qualify as a learning material;
- Include a short version or excerpts (e.g. 30-second clips) that can be used in awareness campaigns or mobile learning formats;
- Respect data protection and personal rights: obtain consent from any individual shown in the video; and fill out all necessary forms according to GIZ rules.
- Final product must be tested with at least one representative of the target audience.

Outputs/deliverables

Expected outputs are 6 edited HD videos with a short version or excerpts (30-second clips for below listed 6 videos). The videos should include:

- English and/or Georgian voiceover (option: subtitles)
- On-screen labels, graphics, safety icons
- Embedded animations (maps, zones, checklists)

- SCORM-compatible export for e-learning platforms

Video modules & estimated runtime (length is negotiable)

1. Introduction to Skidders 5 min
2. Safety Fundamentals 6 min
3. Structure and Operation 7 min
4. Practical Operation 8 min
5. Maintenance and Care 6 min
6. Sustainability in Logging 5 min
7. Additionally, a short version or excerpts (e.g. 30-second clips for above listed 6 videos) that can be used in awareness campaigns or mobile learning formats

Total Runtime: approximately 37-40 minutes

Style: Informative, practical, hands-on; cinematic but clear.

Visuals: High contrast between safe/unsafe actions, day-to-day realism, wide + detail shots.

Sound: Voiceover narration (where needed).

Graphics: Animations of safe distances, hazard zones, map trails, checklists.

Output format: HD 1080p, 4k resolution for all videos - plus compressing to lower resolution for web-based use, SCORM module

Milestones/partial works	Date/location/responsibility	Criteria for acceptance
Meet online/or face to face with the involved parties (GIZ, experts, NFA representatives) to understand the narrative and get accurate data to be used for the video production. Together with experts, develop the scenario/storyboard to produce the video and present to the involved parties for discussion	September 2026/Tbilisi/Contractor	Scenario acceptable for parties
Shooting the materials during the training	September 2026/Guria/Contractor	Shooting is done
Deliver first draft 6 videos with the total length of approximately 40 minutes + 6 short version or excerpts (e.g. 30-second clips)	November 2026/Tbilisi/Contractor	Videos are educational, for web-based use, SCORM module
Deliver final 6 videos with the total length of approximately 40 minutes + 6 short version or excerpts (e.g. 30-second clips)	December 2026/Tbilisi/Contractor	Videos are educational, for web-based use, SCORM module

II. Tender requirements

1. Qualifications Contractor

Service contractor - Required competences:

- 5 years of experience in creating video productions
- A portfolio of storytelling related to environment and forestry is preferred.
- Experience in video production scripting and design
- Experience in creating learning videos/tutorials

Services:

- End-to-end production: concept development, scripting, filming, editing, and delivery.
- Coordination with project authors/stakeholders and project beneficiaries.
- Ability to provide subtitles in English/Georgian language.

2. Quantitative requirements

The contract to be concluded is a contract for works. The specification of inputs below serves as an orientation for the tenderer.

Fee days	Number of experts	Number of days per expert	Comments
Preparation/debriefing	1	2	
Implementation	3	9	
Travel expenses	Number of experts	Number of days/nights per experts	Comments
Per-diem allowance in country of assignment	3	12	2 days per expert
Overnight allowance in country of assignment	3	6	Overnight stays outside Tbilisi
Travel costs (train, private vehicle)	3	1	Travel in one of the project pilot regions of Georgia (Kakheti, Mtskheta-Mtianeti or Guria) to a forested area. The exact location will be confirmed later. Transportation to the forest for video shooting and filming for the filming crew

Since the contract to be concluded is a contract for works, you should offer your services at a fixed lump sum price, which provides **an itemised breakdown of all the relevant costs (fees, travel costs, etc.)**. **The specification of inputs should provide guidance in this respect.** The assessment of the financial bid is based on the lump sum price tendered,

which must be realistic for the services to be rendered. In the contract itself, the budgets will be contractually agreed as **maximum amounts**.

3. Conceptual

The tender should indicate how the services outlined in Section 1.4 (Tasks, outputs/deliverables) are to be provided. Reference should be made to the following criteria:

- 3.1 **Concept** - the tenderer presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (see Section 4)
- 3.2 The tenderer is required to describe the key **processes** for the services for which it is responsible and create an **operational plan** or schedule that describes how the services according to Section 4 (Outputs/Deliverables) are to be provided. In particular, the tenderer is required to describe the necessary work steps and, if applicable, take account of the milestones.
- 3.3 **Portfolio** – the tenderer should be able to demonstrate experience in filming nature aspects and provide their movies in nature and forest.
- 3.4 If the tender is submitted by an individual expert, no personnel assignment plan is required. If the tender involves more than one person (e.g. a company or a team of experts), the tenderer is required to submit a **personnel assignment plan** with explanatory notes listing all experts proposed in the tender. The plan shall include information on the work or expert days of each team member, together with the allocation of work steps as set out in the schedule.

III. Requirements on the format of the tender

The CV submitted for each expert can have a maximum of four pages. The concept should not exceed five pages. If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment.

External content (e.g. links to videos) may be included either in the concept note or in a separate document, preferably accompanied by a brief explanation and the date of creation.

IV. Outsourced processing of personal data

In the context of preparation and implementation of video productions, personal data will be processed on behalf of GIZ. Therefore, an agreement on “Outsourcing of data processing (AuV)” will be concluded with the contractor in accordance with Art. 28 GDPR. For this purpose, the technical and organisational measures (TOM) Appendix III for compliance with the data protection requirements must be outlined and filled prior by the contractor to conclude the contract. If the contractor has already been audited by GIZ in the past, an update in accordance with GDPR must nevertheless be sent. After a positive check, the contract is concluded with the AuV attachment. The personal data must only be used to carry out activities determined by the ToR, particularly for conducting of video productions. The contractor shall only collect personal data from the relevant partners that are strictly necessary and relevant to the task, such as the footages with their participation (faces and footage location).

V. Other provisions

Budgeting and payment

Final payment will be effected after provision of the deliverables mentioned above.

Annexes

- Annex on Outsourcing of Data Processing (AuV)