

Ref no: MRC-AD/MIS/2022/135

## Terms of Reference

### Design Service for producing printed & social media communication material for migrants

Type of Contract:	Local Consultancy
Duration:	1 month

#### Background

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The Maldivian Red Crescent (MRC) is an independent, voluntary, humanitarian organization, established based on the Maldivian Red Crescent Law [Law 7/2009]. Its primary objective is to provide humanitarian aid, prevent and alleviate human suffering. It is the 187th member of the world's largest humanitarian movement – the International Red Cross and Red Crescent Movement – which every year helps millions of people whose lives have been devastated by crises or conflict.

The Maldivian Red Crescent aims to be the nation's leading humanitarian organization, with Units spanned all over the Maldives. It recruits members and volunteers, implements programmes, and delivers services in adherence to the Fundamental Principles of the International Red Cross and Red Crescent Movement – Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity, and Universality – making no discrimination as to nationality, race, sex, religious beliefs, language, class or political opinions.

MRC is currently working on the development of information, education, and communication material in 4 languages (Bangla, Sinhala, Tamil & English) to be delivered for the migrant community in the areas of health and wellbeing. MRC is looking for a consultant or firm to help develop the layout and graphics for this purpose.

#### Objective

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The overall objective of this consultancy is to design and develop the relevant infographics and other conceptual content based on content provided in 4 languages (English, Bangla, Sinhala and Tamil) by MRC for the project funded by IOM and have it ready for printing and online publishing. Support will be provided by MRC for the translation of material.

#### Key tasks and deliverables

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The Consultant is required to deliver the following within the period of the contract:

- 5 designed poster soft copies with appropriate graphics and layout for multiple languages, ready for printing and online publishing.

## Skills & Competencies

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- At least 2 years of experience in a similar field of work with proven experiences.
- Relevant experience in the field
- Quality of past work

## Duration

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- Within a period of 1 month from date of signing the contract.

## Reporting Line

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The consultant will report to the Programme Officer – Migrant Support in close and regular coordination with Programme Officer - Communications & Advocacy.

## Fees and payments

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Designer to receive MVR 23,130 for the work. It will be a lump sum to be paid upon completion of consultancy.

## Code of Conduct

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During the term of consultancy, MRC Code of Conduct must be signed and thoroughly followed by the consultant.

## Application

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1. Cover Letter
2. Application must include a CV (if an individual)/ profile (if a company)
3. Samples of past work / portfolios
4. Recommendation letters

Application submission, with all required documents, to be made by 19th October 2022, Monday, 14:00 pm to: [info@redcrescent.org.mv](mailto:info@redcrescent.org.mv)