



ANNEXES to the service contract:

Appendix 1

## TERMS OF REFERENCE

Title of the action: Production of an Informative Documentary on the Situation of Migrant Workers in Kosovo

### 1. BACKGROUND AND RATIONALE

In recent years, Kosovo has seen an increasing number of migrant workers, particularly from Southeast Asia, including the Philippines. These workers have become integral to sectors such as construction, agriculture, and domestic work. Despite their contributions, migrant workers often face a range of challenges, including poor working conditions, limited access to social protections, and insufficient legal safeguards. The legal framework governing labor migration in Kosovo, primarily regulated by the Law on Foreigners, provides some provisions for migrant workers but suffers from weak implementation and enforcement.

Migrant workers in Kosovo, particularly Filipinos, often endure irregular contracts, wage violations, and unsafe working environments. In addition, many are unaware of their rights and have limited access to mechanisms that protect them from exploitation and discrimination. The documentary will serve as a tool to increase public awareness of these issues and will highlight the essential contributions of migrant workers to the Kosovar economy.

The documentary is part of the broader "**Empowerment and Protection Initiative for Migrant Workers in Kosovo**," a project supported by GIZ Kosovo, aimed at addressing these challenges through advocacy, awareness campaigns, and capacity building for migrant workers and the institutions that support them. The project's ultimate goal is to improve the protection and working conditions of migrant workers in Kosovo while promoting policy reforms that ensure their rights are upheld.

## 2. Objectives of the Project

The "Empowerment and Protection Initiative for Migrant Workers in Kosovo" is designed with the following objectives:

*Raise Awareness:* Enhance understanding among the general public, policymakers, and employers about the rights and contributions of migrant workers in Kosovo.

*Strengthen Legal Protections:* Advocate for stronger enforcement of existing labor laws and the introduction of new policies that better protect migrant workers from exploitation and rights violations.

*Capacity Building:* Empower migrant workers through training and awareness sessions to better understand and advocate for their rights.

*Promote Policy Reform:* Collaborate with government agencies, NGOs, and other stakeholders to drive policy changes that improve working conditions and ensure legal protections for migrant workers.

*Data Collection and Advocacy:* Gather accurate data on the status of migrant workers to inform future policies and advocate for better implementation of existing labor regulations.

## 3. Objective of the Documentary

The primary objective of the documentary is to provide an informative and compelling visual narrative that highlights the experiences, contributions, and challenges of migrant workers in Kosovo. The documentary will serve as an advocacy tool to:

- a. Showcase the living and working conditions of migrant workers in Kosovo, focusing on Philippines migrant workers.
- b. Illustrate the legal and institutional gaps in protecting migrant workers' rights.
- c. Present the contributions of Filipino workers to Kosovo's economy and society.
- d. Provide recommendations for improving the legal framework and support mechanisms for migrant workers.
- e. Foster dialogue among key stakeholders, including the government, employers, and NGOs, to promote better working conditions for migrant workers.

Professional company/expert will be selected in a competitive process. The main mean of distribution will be through social media, but also in local media. The selected contractor is expected to perform the following tasks:

### 3. Outputs:

- a. A 10-15 minute documentary focusing on the experiences and challenges of migrant Philippine workers in Kosovo.
- b. Full usage rights for all music and footage used.
- c. Subtitles in English (or other languages, as required).
- d. final delivery of all video files in high-resolution formats suitable for web and broadcast.

## 5. Capacities Required

The following are the key minimum capabilities required for the proper execution of the above scope of work:

- Has the necessary qualified human and technical resources capable of completing the assignment within the given time limit with high professionalism.
- Capacities to develop high quality video materials and visual campaign.

- Proven experience in working with the Civil Society Sector and Donors.
- Creativity in carrying out and developing the required activities.
- Provide transportation for filming team and equipment tv within Kosovo based on the needs of the project.

## 5. Timing and Location

The service agreement will start from the 25 September 2024 until 31 October 2024.

The production team will provide a detailed timeline for each phase of the production, including:

- Pre-production:
- Filming:
- Post-production: c.
- Final delivery:

## 6. Eligibility

- Extensive and proven experience in production and editing of high-quality videos.
- Excellent technical capacities.
- Experience working with non-governmental organizations and international agencies.
- Able to work under time pressure.

## 7. Payment

The amount maximum amount foreseen for this service will be agreed upon. Payments will be made in one instalment.

## 8. Evaluation grid

The Contracting authority selects the offer with the best value for money using an 80/20 weighing between technical quality and price. Evaluation will be based on the following grid:

- Evaluation process Points
- General professional experience 40%
- Specific professional experience 40%

## 9. Submitting the offer

All companies/ expert that would like to express their interest, send the proposal along with financial offer, at IKS offices and/also email address: [brikene\\_hoxha@iksweb.org](mailto:brikene_hoxha@iksweb.org), no later than 16<sup>th</sup> of September 2024.