

Statement of Work (SOW)

Title: Production of a Documentary Movie for the HARMONIA Project

Issued by: EARSC

Date: November 21, 2024

Tender Reference: 20241101

1. Background

The HARMONIA Project, funded by the EU's Horizon 2020 program, focuses on enhancing urban resilience to climate change through the development of an Integrated Resilience Assessment Platform (IRAP). This platform leverages Earth observation data and local insights to address climate and geological risks. With pilot cities across Europe (Sofia, Milan, Piraeus, and Ixelles), HARMONIA emphasizes co-design, inclusivity, and sustainability in urban planning.

To support the project's dissemination goals, we require a professionally crafted documentary highlighting HARMONIA's achievements and methodologies. This movie will be based on existing recorded materials, which may need enhancement, as well as additional content to provide a compelling and cohesive narrative.

2. Purpose of the Movie

The movie will serve as a flagship communication tool for:

- Showcasing the project's impact and the functionality of the IRAP platform.
- Highlighting collaboration across pilot cities and key stakeholders.
- Increasing awareness of climate change adaptation and resilience strategies.
- Supporting dissemination at events, conferences, and online platforms.

3. Scope of Work

The contractor will deliver a professional documentary of approximately 5 minutes, reusing and enhancing existing materials, complemented by new footage and graphics where necessary.

a. Pre-Production

- a. Material Review: Evaluate existing footage, interviews, and project visuals.
- b. Concept Refinement: Collaborate with the project team to define key themes and messages.
- c. Script Development: Draft and finalize the narrative structure and voiceover text.

b. Production

- a. Enhancement of Existing Materials: Improve quality through color grading, sound editing, and stabilization.
- b. Supplemental materials: add missing visuals and animations (e.g. view of a city, nature, etc.).

c. Integration of Graphics: Develop animations and infographics to illustrate complex concepts, such as the IRAP platform's features.

c. Post-Production

- a. Editing: Compile and edit materials into a coherent and visually appealing movie.
- b. Subtitles and Voiceovers: Provide professional voiceover in English, along with subtitles in 5 languages (Greek, Italian, Bulgarian, French, and Flemish)
- c. Soundtrack: Include a licensed, high-quality soundtrack aligned with the movie's tone.

d. Final Deliverables

- a. Final documentary in [formats, e.g., MP4 and MOV], suitable for web and presentations, in 4k resolution.
- b. Subtitled versions in Greek, Italian, Bulgarian, French, and Flemish
- c. Edited and enhanced versions of the original raw materials.

4. Deliverables and Deadlines*

Milestone	Deliverable	Deadline
Kick-off Meeting	Production plan and concept outline	December 6, 2024
Review of Existing Materials	Report on reusable content and enhancement needs	December 13, 2024
Supplemental Materials	Newly added/purchased visuals/animations	December 23, 2024
First Cut Delivery	Draft version of the documentary	January 10, 2025
Final Version Delivery	Final edited and approved movie	January 15, 2025

*Intermediary deadlines are negotiable, but the final deadline of delivering the movie remains unchanged, January 15, 2025.

5. Quality Expectations

The documentary should:

- Utilize existing materials effectively, ensuring visual and narrative consistency.
- Reflect HARMONIA's goals and achievements accurately and engagingly.
- Be visually appealing, accessible, and compliant with EU communication guidelines.

6. Budget

The total budget allocated for this work is €7.000, inclusive of all costs, including licensing, enhancements, and additional production.

7. Contractor Requirements

- Demonstrated expertise in video production and editing, with a focus on EU-funded projects.
- Experience in enhancing pre-recorded materials to professional standards.
- Ability to work collaboratively and incorporate stakeholder feedback.

8. Proposal Submission

Proposals should include:

1. Portfolio of relevant past work (including links to relevant materials)
2. Technical offer including approach to reusing and enhancing existing materials.
3. Detailed budget breakdown.
4. Timeline aligned with deliverables.

The application should be under 5 pages.

9. Evaluation Criteria

Proposals will be evaluated based on:

- Use of Existing Content: 30%
- Quality of Proposed Methodology: 30%
- Cost Efficiency: 20%
- Creativity and Innovation: 20%

10. Existing materials

Within the HARMONIA project the following animations and videos were developed:

- [generic project video](#)
- [Cities' stories](#)
- [demo of the tool](#)

Additionally, interviews with relevant team members were recorded ([example](#)), along with shots from the project's workshops, in total around 30 minutes of duration.

All interested parties must submit their applications by December 3, 2024, EOB via email to:

Email Address: info@earsc.org keeping in cc: veronika.borejko@earsc.org

For any questions or further information, please contact:

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