



Organisation in Special Consultative Status
with the Economic and Social Council since 2020

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[Info@comuceid.org](mailto:info@comuceid.org)

www.comuceid.org

Ref _____

Date _____

TERMS OF REFERENCE FOR HIRING OF A COMMUNITY THEATRE GROUP TO CREATE A DRAMA ON GENDER-BASED VIOLENCE

Project: Strengthening Community Resilience to combat GBV

Assignment	Commission of local theatre companies to prepare and display 03 short street theatre acts to be held in public spaces such as parks over the span of 10 months (i.e. every trimester) highlighting gender issues in the community and to spread awareness through role play and innovative storytelling.
Location of the assignment	Buea, Limbe and Tiko, South West Region of Cameroon
Period of Contract	6 months
Open to	Drama and theatre groups
Submit to	info@comuceid.org
Budget	Submit a budget along with your application to the email address above.

About CCID

At CCID, we aim to empower individuals and communities to uplift women, young people—especially girls—and the wider community to be leaders for positive change. We strongly believe that women and young people in Cameroonian communities are central assets whose full potential remains untapped.

Constituted on 6th April 2016 as a non-profit organization and recently being awarded an ECOSOC status by the United Nations, we work with communities to bring diverse groups



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together and leverage their abilities, interests, and resources in order to engender shared values and benefits. We ensure local ownership of initiatives by working with communities to drive program design and implementation. We highly value the importance of developing a comprehensive understanding of the social, cultural, political, and economic dynamics in the communities where we implement our programs and interventions.

Objective of the assignment

The theatre group/drama group should be able to design the entire theater/play of 30 to 40 minutes by involving different characters representing local context to meet the above-mentioned objectives. The community theatre/drama group will prepare its script and reconcile with Community Centre for Integrated Development that the objectives are met. The medium of language for theater will be Pidgin English/English Language primarily, meanwhile script will be provided in English language. The theatre group will do rehearsals before actual program in the presence of representative of Community Centre for Integrated Development.

The theatre/drama group will have to manage the transportation to the allocated areas of their team members. Any particular costume required for any character will be the responsibility of the theatre/drama group. Food and other logistic arrangements will be done by the group. The theatre/drama group should submit a budget with these considerations.

Specific Objective

The objective of the task is to deliver/performance theatres in Buea, Limbe and Tiko. The purpose of this theatre activity is to raise awareness, mobilise and advocate against gender-based violence.



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Tasks to Be Performed

The theatres will be delivered in consultation with Community Centre for Integrated Development. Following are the details: •

1. Theatre Number : o

- 03 theatres will be required to be delivered/conducted/performed
 - i. Responsibilities of Theatre group/consultant: o The theatres will be delivered from 1st of April to December 10th
 - ii. The work plan, time and location for the theatres will be decided by Community Centre for Integrated Development and communicated to the group in advance.
 - iii. Script for the theatre will be prepared by the Group and will be reviewed by Community Centre for Integrated Development. All the suggestions of Community Centre for Integrated Development will be merged in the final script.
 - iv. Community Centre for Integrated Development reserves the right for change of script from time to time if it is deemed necessary.
 - v. Community Centre for Integrated Development reserves the right for increase or decrease of theatre numbers.
 - vi. No any additional cost will be borne by Community Centre for Integrated Development but for those agreed in the contract signing phase.



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Deliverables:

- Script in pidgin/English language.
- Rehearsal video of theater recorded.
- Actual video of theater program recorded.
- A brief report by mentioning learning from the theater.

Selection Method for Theatre/Drama Group:

The Selection of consultant group will be finalized after scrutiny on the basis of following criteria:

- i. Budget/Rate (inclusive of all applicable taxes) per theatre which is inclusive of all as mentioned under specific task as above.
- ii. Overall Work experience of theatre performance.
- iii. Group/firm/organization Registration Certificate **OPTIONAL**
- iv. Details of Human resource involved in theatre performance along with their related experience.
- v. Experience in delivering theaters on Gender issues.
- vi. Name of Script writer along with his/her experience.
- vii. Experience of working with other organization Govt :/NGO's (mention at least three Names). **OPTIONAL**
- viii. Information of Bank Account in the name of Group/Firm/Organization.
- ix. Capacity to arrange necessary logistic material (Details already mentioned above) for delivering theatres on Gender.



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Interested groups must send their group profile, links to recorded work and concept note for the theatre highlighting the theme and working experience in relevant field, cost/budget on programmes@comuceid.org by 31st March 2021.

Terms of payment

- i. Payment will be released after completion of theatre performance and submission of following documents:
 - Invoice (One invoice can be submitted for number of theatres).
 - Minimum Two Page Report for each theatre in English duly verified by Community Centre for Integrated Development representative present on the occasion.
 - At least four photo graphs per theatre in soft and hard.
 - A video recording for each drama