

REQUEST FOR PROPOSALS

SERVICES FOR ORGANIZING NATIONAL PHOTO CONTEST

IOM Turkey



**IOM International Organization for Migration
IOM Uluslararası Göç Örgütü**

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28 April 2021



**IOM International Organization for Migration
IOM Uluslararası Göç Örgütü**

Request for Proposals

The International Organization for Migration (**IOM**) is an intergovernmental organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

In the framework of IOM Turkey's programs, the IOM invites interested eligible Service Providers to submit Proposals for the required services as per this RFP.

The Service Provider will be selected based on considerations outlined in this RFP.

This RFP includes Instructions to Service Provider, Terms of Reference and administrative requirements that Service Providers will need to follow in order to prepare and submit their Proposals for consideration by IOM.

The Proposals must be submitted by e-mail to Procurement Ankara at iomturytenders@iom.int with a subject of **TD-ANK-2021-0088** no later than 3:00 PM on Monday the 10th of May 2021. No late proposal shall be accepted.

Proposals submitted after the above deadline will not be considered. IOM reserves the right to accept or reject the whole or part of any or all proposals based on the fulfilment of the provisions as described in the General Instruction to Service Providers.

Service Providers which do not receive notification before the 24th of May 2021 can consider their Proposals unsuccessful.

IOM reserves the right to cancel the procurement process and reject all Proposals at any time prior to award of a Purchase Order or Contract, without thereby incurring any liability to the affected Service Providers or any obligation to inform the affected Service Providers of the ground for IOM's action.

Please contact Ms. Basak YAGAN at procsupportank@iom.int for any technical inquiries.

Very truly yours,

Procurement & Logistics Unit
IOM Ankara

IOM is encouraging companies to use recycled materials or materials coming from sustainable resources or produced using a technology that has lower ecological footprints.

GENERAL INSTRUCTION TO SERVICE PROVIDERS (GIS)

1. Description of Services

- 1.1 See more details as described in the Terms of Reference (Annex B) for the required services. IOM requests prospective Service Providers to submit Technical and Financial Proposals for this Service.
- 1.2 Only eligible and accredited Service Providers may submit Proposals. The proposal shall be the basis for contract negotiations and ultimately for a signed contract with the successful Service Provider.
- 1.3 Service Providers shall not be hired for any assignment that would be in conflict with their prior or current obligations to other procuring entities, or that may place them in a position of not being able to carry out the assignment in the best interest of the IOM.
- 1.4 IOM is not bound to accept any proposal and reserves the right to annul the selection process at any time prior to contract award, without thereby incurring any liability to the Service Providers.

2. Corrupt, Fraudulent, and Coercive Practices

- 2.1 IOM requires that all IOM Staff, manufacturers, Service Providers or distributors, observe the highest standard of ethics during the procurement and execution of all contracts. IOM shall reject any proposal put forward by Service Providers, or where applicable, terminate their contract, if it is determined that they have engaged in corrupt, fraudulent, collusive or coercive practices. In pursuance of this policy, IOM defines for purposes of this paragraph the terms set forth below as follows:
 - 2.1.1 Corrupt practice means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the action of the Procuring/Contracting Entity in the procurement process or in contract execution.
 - 2.1.2 Fraudulent practice is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, the Procuring/Contracting Entity in the procurement process or the execution of a contract, to obtain a financial gain or other benefit to avoid an obligation.
 - 2.1.3 Collusive practice is an undisclosed arrangement between two or more Service Providers designed to artificially alter the results of the tender procedure to obtain a financial gain or other benefit.
 - 2.1.4 Coercive practice is impairing or harming, or threatening to impair or harm, directly or indirectly, any participant in the tender process to influence improperly its activities in a procurement process or affect the execution of a contract.

3. Conflict of Interest

- 3.1 All Service Providers found to have conflicting interests shall be disqualified to participate in the procurement at hand. A Service Provider may be considered to have conflicting interest under any of the circumstances set forth below:
 - 3.1.1 A Service Provider has controlling shareholders in common with another Service Provider.
 - 3.1.2 A Service Provider receives or has received any direct or indirect subsidy from another Service Provider.
 - 3.1.3 A Service Provider has the same representative as that of another Service Provider for purposes of this Proposal.
 - 3.1.4 A Service Provider has a relationship, directly or through third parties, that puts them in a position to have access to information about or influence on the Proposal of another or influence the decisions of the Mission/Procuring Entity regarding this Proposal process.
 - 3.1.5 A Service Provider submits more than one Proposal in this Proposal process.
 - 3.1.6 A Service Provider who participated as a consultant in the preparation, or the design, of the technical specifications of the Goods, or the Terms of Reference of the Services, that are linked or subject to this Proposal process.

4. Eligible Service Providers

- 4.1 Only Service Providers that are determined to be qualified shall be considered for award. In order to establish their eligibility, together with the Proposal the Service Provider shall submit the following;
 - 4.1.1 Registration documents.
 - 4.1.2 Taxation cards.
 - 4.1.3 Any other valid legal documents.

5. Clarifications and Amendments to RFP Documents

- 5.1 At any time before the submission of the proposals, IOM may amend the RFP. Any amendment made will be made available in writing to all Service Providers.
- 5.2 Service Providers may request for clarification(s) on any part of the RFP. The request must be sent in writing at the following e-mail address:

Attn: Ms. Basak YAGAN

Email: Procurement Ankara procsupportank@iom.int

Mob: +90 531 305 76 70

- 5.3 IOM will respond to any request for clarification received on or before the 6th of May 2021 by 5.00 PM. Copies of the response including description of the clarification will be given to all Service Providers who received this General Instruction, without identifying the source of the inquiry.

6. Errors, omissions, inaccuracies and clarifications

- 6.1 The documents and forms requested for the purpose of soliciting Proposals shall form part of the Contract; hence care should be taken in completing these documents.
- 6.2 Service Providers shall not be entitled to base any claims on errors, omissions, or inaccuracies made in the Proposal Documents.

7. Confidentiality and Non-Disclosure

- 7.1 All information given in writing to or verbally shared with the Service Provider in connection with this General Instruction is to be treated as strictly confidential. The Service Provider shall not share or invoke such information to any third party without the prior written approval of IOM. This obligation shall continue after the procurement process has been completed whether or not the Service Provider is successful.

8. IOM's Right to accept any Proposal and to reject any and all Proposals

- 8.1 IOM reserves the right to accept or reject any Proposal, and to cancel the procurement process and reject all Proposals, at any time prior to award of a Purchase Order or Contract, without thereby incurring any liability to the affected Service Providers or any obligation to inform the affected Service Providers of the ground for IOM's action.

9. Requirements

9.1 Proposal Documents

The following shall constitute the Proposal Documents to be submitted by the Service Provider:

9.1.1 Proposal Form (see Annex A).

9.1.2 Technical Proposal:

The Technical Proposal shall be in a separate document, provides the following information using the Service Provider's preferred template:

- 9.1.2.1 A brief description of the Service Provider's profile and past performance/experience of the same type of the requested activity.
- 9.1.2.2 A detailed technical description of the proposed practices and methodologies for performing the tasks as outlined in the ToRs.
- 9.1.2.3 Service Provider's proposed terms of reference and detailed description of the essential technical and performance characteristics of the service; i.e. the designing, formatting, producing, installing, implementing, programming and training to end users.
- 9.1.2.4 Schedule of Requirements: A detailed delivery timetable (delivery lead-time) for the entire service.

9.1.3 Financial Proposal:

The Financial Proposal shall be in a separate document, provides the following information using the Service Provider's preferred template:

- 9.1.3.1 The cost breakdown with as much details as possible, including the quantities and unit costs.
- 9.1.3.2 All costs associated with the provision of this service, including (i) remuneration for the experts and manpower (ii) expenses such as for the designing, formatting, producing, installing, implementing, programming and training to end users, and operational cost, such as travel and transportation, etc, and (iii) all applicable taxes. (Activities and items included in the Technical Proposal not priced shall be assumed to be included in the prices of other activities or items).
- 9.1.3.3 Terms of payment and payment method shall be clearly specified in the Financial Proposal and further discussed during the negotiations.

9.2 Proposal Forms

- 9.2.1 The Proposal Forms (9.1.1, 9.1.2, and 9.1.3) and any other required documents shall be duly accomplished, typewritten or written in indelible ink, signed and stamped, before submitting to IOM. Any correction made to the prices, rates or to any other information shall be rewritten in indelible ink and initialed by the authorized person signing the Proposal Form.
- 9.2.2 The language of the Proposal shall be in English and prices shall be quoted in TRY – Turkish Lira exclusive of Sales Tax.
- 9.2.3 Prices quoted by the Service Provider shall be fixed during the performance of the contract and not subject to price escalation and variation on any account, unless otherwise approved by IOM. A submitted Proposal with an adjustable price Proposal will be treated as non-responsive and will be rejected.

9.3 Validity of Proposal Price

- 9.3.1 The submitted prices shall remain valid for 90 days, after the deadline for submission.
- 9.3.2 In exceptional circumstances, prior to expiry of the period of validity of Proposals, IOM may request that the Service Providers extend the period of validity for a specified additional period. The request and the response there shall be made in writing. A Service Provider agreeing to the request will not be required or permitted to modify its Proposal.

10. Submission of Proposal Documents

10.1 Proposals must be submitted to the following e-mail address:

Email address: iomturkeytenders@iom.int

Email subject: **TD-ANK-2021-0088**

Attn: Ms. Basak YAGAN

Mob: +90 531 305 76 70

10.2 It is important to keep the above tender ID unchanged in the e-mail subject, as highlighted above in red.

10.3 Proposals shall be submitted on or before 3.00 PM on the 10th of May 2021. Late¹ Proposals will not be accepted.

11. Acceptance of Proposals

11.1 IOM is not bound to take an immediate decision on the acceptability or unacceptability of Proposals at the time of their opening.

12. Rejection of Proposals

12.1 Proposal can be rejected for the following reasons:

12.1.1 The Proposal is not presented in accordance with this General Instruction.

12.1.2 The Proposal Form or any document which is part of it is not signed/stamped.

12.1.3 Incompleteness of the Proposal Documents.

12.1.4 The Service Provider is currently under list of blacklisted Service Providers.

12.1.5 The Proposal imposes certain basic conditions unacceptable to IOM.

12.1.6 Sudden internal operational and administrative changes within IOM.

12.1.7 The Service Provider does not pass the government security checks.

12.2 IOM is not bound to accept any Proposal received and reserves the right to waive any minor defect in a Proposal, provided, however, that such minor defect (i) does not modify the substance of the Proposal and (ii) does not change the relative ranking of the Service Provider.

13. Evaluation of Proposals

13.1 IOM shall evaluate and compare the Proposals on the basis of the following:

13.1.1 Completeness and responsiveness of the Proposal documents.

13.1.2 Registration, experience and past performance of the Service Provider relevant to the requested service.

13.1.3 Compliance with the RFP description as listed in above and the TOR.

13.1.4 The Technical Proposal details and specifics.

13.1.5 The Financial Proposal details and specifics.

13.1.6 The Proposal contents of all the information as specified in above articles. If any of the requested information is missing or is incorrect, the Proposal may be rejected on that sole basis and the Proposal will not be evaluated further.

13.2 Arithmetical errors will be corrected on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected accordingly. If the Service Provider does not accept the

¹ Proposals delivered beyond the prescribed closing date and time shall be considered late and will be automatically disqualified by the system.

correction of the errors as per this method, its Proposal will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail.

- 13.3 The Proposals that pass the first administrative check will be evaluated on the relevance and design of the proposed action.

14. Delivery Site and Period of Delivery

- 14.1 Please refer to the Terms of Reference (TOR) document – Annex B.

15. Negotiations

- 15.1 Contract negotiation is expected to take place no more than one week after notification of the successful Service Provider.
- 15.2 Negotiations will include discussion and finalization of a) Scope of Services; b) Design and Technical requirements; d) the Financial Proposal submitted; e) Payment Terms; and f) Contractual Terms.
- 15.3 All agreements coming out of the negotiations will be incorporated into the contract.

16. Liquidated Damages

- 16.1 If the Service Provider fails to deliver any or all of the services within the period as specified in the contract's delivery schedule, a penalty payment of 0.1% of the price of the undelivered Services for every day of breach of the delivery schedule by the Service Provider will be applied.

17. Payment

- 17.1 Full payment shall be made upon IOM's inspection and acceptance of the services, and upon IOM's receipt of the valid original invoice describing the services delivered.

18. Award of Contract

- 18.1 Following the negotiations, the contract will be awarded to the selected Service Provider.
- 18.2 Service Providers which do not receive notification before the 24th of May 2021 can consider their Proposals unsuccessful.

19. Settlement of Dispute

- 19.1 The United Nations Commission on International Trade Law (UNCITRAL) arbitration rules will apply for any dispute, controversy or claim that will arise in relation to the procurement process.

20. Confidentiality

- 20.1 Information relating to the evaluation of proposals and recommendations concerning awards shall not be disclosed to the Service Provider who submitted Proposals or to other persons not officially concerned with the process.
- 20.2 The Service Provider shall not disclose any information in the Proposals to any third party. This obligation shall continue after the procurement process has been completed whether or not the Service Provider is successful. IOM will however archive all Proposals for auditing purposes.

Annex A

PROPOSAL FORM

Date : _____

To : IOM Ankara

Having examined the General Instruction for the provision of the requested services, the receipt of which is hereby duly acknowledge, I, representing *[name of company]* offer to render the requested services in conformity with the General Instruction in accordance with the Technical and Financial documents which is herewith attached and form part of this Proposal.

I undertake if my Proposal is accepted, to render the services in accordance with the delivery schedule set out in the Proposal document.

I agree to abide by this Proposal for the Validity Period specified in the General Instruction which may be accepted at any time before the expiration of that period.

I hereby certify that this Proposal complies with the requirements stipulated in the General Instruction.

Dated this _____ day of _____.

[signature over printed name]

[in the capacity of]

Duly authorized to sign Proposal for and on behalf of

[name of company]

Annex B

TERMS OF REFERENCE

ORGANIZING NATIONAL PHOTO CONTEST AND TECHNICAL SPECIFICATION FOR ORGANIZING PHOTO CONTEST

SUBJECT OF PROCUREMENT

The subject of this technical specification is the organization of a “National Photo Contest” with the theme “One Photo, One Thousand Stories” and the organization of the award ceremony for the contest by the Directorate General of Migration Management as well as the organization of the award ceremony for the “National Drawing Competition” to be carried out by the Directorate General of Migration Management.

1. ORGANIZING A NATIONAL PHOTO CONTEST

1.1. PURPOSE OF ORGANIZING A NATIONAL PHOTO CONTEST

A photo contest will be held openly to the public with a view to producing works in which the stories of foreigners are told regarding their contributions to our country and their interactions with society regardless of language, color, race and nationality, and to reveal the traces that foreigners leave to our country, their differences, richness arising from such differences, problems they experience, etc.

It is aimed to ensure that migrants reflect their experiences within the society from their own point of view. Efforts will be made to ensure that empathy is achieved across society by explaining the sadness, joy and unity of foreigners through photographs. The goal is to raise awareness on the lives of migrants in society, to emphasize the need to fight for a better and more harmonious life by contributing to the establishment of good relations between communities and to explain the approaches to this issue through the art of photography. It is aimed to enable those, who are interested in the art of photography, to share their works reflecting the view of migrants with society, to support their work and to ensure that their works are conveyed to a wider audience.

1.2. PHOTO CONTEST ORGANIZATION

The competition shall be organized and conducted by the Contractor.

1.3. TYPE OF PHOTO CONTEST

It is single category including Digital Color or Black-and-White photo. The awards will be given by evaluating this category only.

1.4. CONDITIONS FOR PARTICIPATING IN PHOTO CONTEST

- 1.4.1.** The competition is open to everyone. Presentation of the award to the parent of the winner under the age of 18 / accommodation covering the parent (accommodation for two persons). The hotel accommodation will be selected, and the accommodation of the participants will be provided here. (1-night accommodation (bed and breakfast) accommodation will be provided in 4- or 5-star hotels in Ankara).

- 1.4.2.** Participation in the contest is free of charge.
- 1.4.3.** Each participant can participate in the contest with a maximum of 5 (five) works. No filter can be used in the photos sent to the contest, including sharpness (Sharp). The layer -layer- cannot be opened while the photo is being processed. HDR application cannot be made in a way that goes beyond the reality of the photograph in the tones of the photographs. Multiple photographs cannot be applied except for photographs taken on a single frame. A section in the photo cannot be deleted or added to the photo. It is not possible to lighten or darken a part of the photograph. Color filters or effects created by additional applications cannot be applied to the photo. No name or text can be written on the photograph. No mat or background can be added to the photo. If it is determined that manipulation other than dark room interventions is made in the photo participating in the competition, the contestant in question will be disqualified from the competition.
- 1.4.4.** Previously awarded photos in any competition cannot participate in the contest. The fact that the photo has been exhibited or published outside the contest does not impede participation in the contest.
- 1.4.5.** Awarded contestants will be subject to a security check. Participants found objectionable as a result of the security check are deemed to have been eliminated from the competition. One or more of the substitute participants are selected and awarded.
- 1.4.6.** Reasonable level of color, contrast, density can be corrected in photos. Applications and/or collages that change the essence of the photo shall not be accepted. New framing can be done provided that it complies with the desired dimensions. The jury's opinion on this matter is essential. Raw versions of the photos are requested from the contestant when necessary. A rule violation is applied to the owners of photos that do not comply with the participation requirements. (Disqualified.)
- 1.4.7.** There shall be no date, name, logo, etc. on the photo. There shall be no margin and no rust.
- 1.4.8.** Digital photos to participate in the contest shall be recorded in JPG/JPEG format, at a resolution of 150-300 dpi, with 10-12 compression. Photos to be uploaded shall not be less than 2 MB and should not exceed 4 MB.
- 1.4.9.** The participant acknowledges and declares that the photo/photos sent to the competition are all his/her own, that the necessary permissions have been obtained, among other things.
- 1.4.10.** For the contestants who have made all kinds of interventions and changes to the photo he/she sent to the competition to make it look like it was his/her and to mislead the selection committee even though the work was not his/her; a rule violation is applied against such participants with such a photo or with the works in which this photo is used as the main element in this competition, where the participation of awarded photos is restricted.
- 1.4.11.** Rule violation is imposed in accordance with the TFSF U/UA Competition Regulatory Standards Directive. The award is canceled. If the prize has been awarded, the participant must return the prize.
- 1.4.12.** The online application page where the contestants will apply will be opened for the contractor and the logo and images to be published on the page will be delivered to the contractor after they are approved by DGMM and IOM. The Contractor cannot publish any logos or images that are not approved by DGMM and IOM on the application site.
- 1.4.13.** The works awarded in the competition shall be published on the website of the Directorate General of Migration Management.
- 1.4.14.** Photographs that did not receive award/was not exhibited in the competition shall be closed to access.
- 1.4.15.** In cases that are not included in the specification and are disputed, the decisions of the Selection Committee shall apply.

1.5. COPYRIGHTS OF PHOTO CONTEST

A) Rights and Responsibilities of IOM and Directorate General of Migration Management

- 1.5.1.** At the end of the competition, the right to print and publish the works receiving awards and are exhibited as well as all other works participating in the competition and to publish, print and distribute these on various materials of Directorate General of Migration Management and/or in other media deemed appropriate by the Directorate General of Migration Management shall belong to the Directorate General of Migration Management indefinitely together with the author as per processing in article 21 of the Law no. 5846 on Intellectual Property and Works of Art, copying defined in article 22 of said law, dissemination defined in article 23, representation defined in article 24, and financial rights for communication to the public with means of transmission of signs, sounds and/or images defined in article 25. Within the framework of these rights, Directorate General of Migration Management shall be able to use and made these works use indefinitely by specifying the name of the author in all kinds of media and all kinds of material content inside or outside Turkey. (In case of graphic arrangements such as collages and printing in other images such as photographs, boards, posters, etc., the name of the author shall not be used.) Any other photographs that do not receive awards or are not exhibited in the contest shall be closed to access by the Directorate General of Migration Management after the end of the competition.
- 1.5.2.** The Directorate General of Migration Management shall be able to use these works on its website/sites for announcement and promotional purposes by specifying the name of the author. On the other hand, the author accepts in advance that the Directorate General of Migration Management shall have no responsibility due to the use of the works by third parties in violation of this article.
- 1.5.3.** The photographs receiving awards and are exhibited can be used exclusively and free of charge in the promotions and publications of the Directorate General of Migration Management without the limit of place and content from the date of the conclusion of the competition, and can be used together with the name of the author in the Internet, visual and written media for the announcement of the results of the competition. During this period, the right of use of the works shall also belong to the author. The participant agrees that there are no claims for rights and receivables from supporting companies/organizations and the Directorate General of Migration Management in relation to these conditions and shall not be any more claims.
- 1.5.4.** For the planned competition exhibition, the photographs receiving awards and are to be exhibited shall be printed by us and no fees shall be charged to the participants. After the photographs are printed and exhibited, they shall remain in the archives of the Directorate General of Migration Management.
- 1.5.5.** The participant acknowledges and declares that there are no claims and receivables from our institution regarding these conditions and in particular the possible claims arising from the Law no. 5846 on Intellectual Property and Works of Art, and that any claims and litigation rights in relation to intellectual property rights are deemed irrevocably waived.
- 1.5.6.** Those who submit works to the competition are deemed to have accepted, declared and committed that the works belong to them. The Directorate General of Migration Management accepts no responsibility for the permissions and copyrights related to the photos of the participants.
- 1.5.7.** The results of the competition (Awards and exhibited photos) shall be published on the website/websites of the Directorate General of Migration Management and on its social media (Facebook-Instagram-Twitter etc.) accounts. In addition, the results shall be announced by e-mail to the participants who receive awards and whose work is exhibited.

B) Rights and responsibilities of the authors

- 1.5.8.** The author declares, accepts and guarantees that the work is his or her original work, that third parties have no rights over this work, that s/he has not previously transferred the rights of the work, and that the author is legally responsible if a request is made otherwise by third parties.
- 1.5.9.** It is accepted that the people that can be seen in the photos of the contestants acknowledge and accept that they agree to the photo, that it will be sent to a competition and that it will be published in visual, online and print media. The contestant is solely responsible for any disputes arising out of such uses.
- 1.5.10.** The awards specified in the specification shall be deposited by the IOM (International Organization for Migration) following the award ceremony to the personal bank account/IBAN that the beneficiaries shall notify in writing.
- 1.5.11.** All contestants participating in the competition are deemed to have agreed to comply with the competition conditions in this specification.

1.6. NAMING the PHOTOS

- 1.6.1.** C, Ğ, Ö, Ş, Ü, ç, i, ğ, ö, ş, ü characters should not be used in photo file nomenclature. English letters and underscores (_) can be used.
- 1.6.2.** All letters except the character and country code that define the section must be lowercase.
- 1.6.3.** The name of each photo file will not exceed 31 characters.
- 1.6.4.** The first 2 characters of the file name must be country code. ("TR" for Turkey)

1.7. SENDING PHOTOS

- 1.7.1.** The resolution of the works participating in the competition must be at least 72 DPI, and the long edge must be at least 3200 pixels. The works that will participate in the competition must be registered as Adobe Photoshop, AdobeRGB or sRGB in JPEG format with maximum quality (12).
- 1.7.2.** The sizing and naming of the photos to be sent should be done in advance and the files should be kept ready and sent at once.
- 1.7.3.** Photos shall not be accepted by hand-delivered, e-mail or CD/DVD/Portable memory submission.
- 1.7.4.** In case of errors caused by the system or user during the process of becoming a member over the Internet or participating in the competition during the process of becoming a member or participating in the contest over the Internet, if information is given by sending an e-mail to the addresses to be determined by the contractor or by contacting the telephone number to be determined by the contractor, the problem should be resolved in a short time and the participant should be informed accordingly.

1.8. 2021 PHOTO CONTEST CALENDAR

Date of Participation:	End of May 21, 2021
Jury Evaluation:	May 24 – 4 June 2021*
Result Notification:	June 11, 2021
Award Ceremony	June 21, 2021
Exhibition Date:	June 21-25, 2021

* (It is the date for the Evaluation of the Jury, and this date may vary according to the jury)
Award Ceremony: The result shall be announced with the notification.

Note: the above dates are just indicative, and subject to change due to covid and compulsory lockdowns.

1.9. AWARDS OF PHOTO CONTEST

First Prize	TRY 15,000
Second Prize	TRY 10,000
Third Prize	TRY 5,000

1.9.1. Except for participants from abroad, others should be present at the Award Ceremony in person to receive the award.

1.10. JURY OF PHOTO CONTEST

1.11. 3 persons will be determined by DGMM and IOM in the jury. In addition, DGMM and IOM will be able to assign as many observers as they wish within the jury.

1.12. FOLLOWING THE PHOTO CONTEST FROM SOCIAL MEDIA ACCOUNTS

Contestants who apply to the competition can follow the information about the competition on the social media accounts to be opened by the contractor.

1.13. INFORMATION OF PHOTO CONTEST

The date and location of the exhibition and award ceremony shall be announced together with the final notification. Information on the subject shall be made available to the participants by e-mail.

2. AWARD CEREMONIES OF COMPETITIONS

A- PHOTO CONTEST AWARD CEREMONY

The award ceremony and other planned works shall be carried out by the Contractor.

- 2.1. Ceremonial Area:** The award ceremony is planned to take place in the Grand National Assembly of Turkey with the participation of high-level officials and it is planned to showcase the awards, honorable mentions and exhibited photographs in the Turkish Parliament for a week.
- 2.2. Participants:** A total of 300 people shall participate in the organization which includes participants from DGMM and IOM
- 2.3. Accommodation and Transportation:** For award-winning contestants and guests, accommodation and transportation shall be provided for 5 individuals. (with 1 paid companion with the participants under 18)
- 2.4. Booklet:** The works will be printed as a catalog of 100-120 pages in 22x22 dimensions. The inner pages of the catalog will be printed as 130gr and plaster cover. It will be printed in at least 500 copies.
- 2.5. Stage design:** Stage décor shall contain sufficient amount of swallow flags, roll-ups, cut-outs (laser cut model) belonging to the Directorate General of Migration Management and IOM.
- 2.6. Models:** There shall be enough hosts and stewardesses to accommodate guests and attendees.
- 2.7. Exhibition Area:** Exhibition area shall contain a sufficient amount of swallow flags, cut-outs (Laser cut model). The Contractor will provide a portable display panel with aluminum legs for display. The size of the boards will be 1.90 x 1.20 cm. A maximum of 55 photographs that determined by DGMM will be exhibited in the exhibition area, with 20-25 exhibition panels to be determined by the contractor and DGMM.
- 2.8. Offer:** Guests and participants shall be offered treats such as cake, bottled water, packaged juices and carbonated and non-carbonated beverages.
- 2.9. Presenter:** For the introduction of those who will attend the award ceremony, an experienced presenter with suitable diction shall be assigned to give the awards to the winners. Presenter selection shall be carried out with the approval of the Directorate General of Migration Management.
- 2.10. Flags:** A sufficient number of Swallow-type flags, roll-ups and directional signs shall be used, both outdoors and indoors, to the extent permitted.
- 2.11.** In addition, album work shall be made from these photos and delivered to the Directorate General of Migration Management.

2.12. All online, offline promotional materials, including social media announcements, pages or ads, and website; all the visibility materials to be used during the award ceremony including invitations, rollups, banners, awards, stage design, etc. should be implemented with donor visibility which agreed upon and approved by all stakeholders of the project. Also, should be shared prior to the production for final review and approval.