# 

# Tender Application Form – Portraits of Migrant Women

## Section 1. Personal / Organisation Information

|  |  |
| --- | --- |
| Organisation / Individual Name |  |
| Address |  |
| Email |  |
| Telephone |  |
| Website / Portfolio Link(s) |  |

## Section 2. Relevant Experience & Skills

|  |  |
| --- | --- |
| Documentary / Photography (examples of past projects, include links to website/s) |  |
| Experience working with migrant/under-represented communities |  |
| Technical Skills |  |
| Other Relevant Experience (mentoring, cultural projects, oral history work) |  |

## Section 3. Proposed Approach & Methodology

|  |  |
| --- | --- |
| Outline approach to photography in particular portraits |  |
| Safeguarding & trauma-informed practice |  |
| Collaboration with FSWC staff |  |

## Section 4. Technical Standards & Equipment

|  |  |
| --- | --- |
| Camera’s used |  |
| Editing software |  |
| Data management practices |  |

## Section 5. Budget & Value for Money

|  |  |
| --- | --- |
| Detailed costing breakdown (fees, expenses, VAT if applicable) |  |
| Proposed payment schedule |  |

## Section 6. Timeline & Delivery

|  |  |
| --- | --- |
| Proposed schedule for photography |  |

## Section 7. Supporting Documentation

|  |  |
| --- | --- |
| CV/resume |  |
| Evidence of insurance (public liability & professional indemnity) |  |
| Confirmation of safeguarding checks/training. The successful candidate will undergo an Advanced AccessNI Check through FSWC. |  |

## Section 8. Declaration

I confirm that the information provided in this application is accurate and complete to the best of my knowledge. I understand that submission does not guarantee acceptance, and that the award of this tender will be based on the published scoring criteria.  
  
Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_