

## **FAQ - OPEN LOCAL TENDER FOR “VIDEOMAKING SERVICE FOR A WEB SERIES”**

### **Is there a reference budget and/or limits to consider?**

The budget is not specified, service providers are requested to make a proposal that can then be negotiated during the contract. The proposed budget will count for 30% of the evaluation as expressed in article 21.

### **Do you have to present a detailed budget for all items?**

No detailed budget is needed. The financial offer needs to include all costs related to the activities described in Annex IV – TOR – concerning pre-production/production/postproduction of the web series, including all costs for travel and field activities.

### **Should the proposal and attached materials be completed in English?**

Yes, as described in article 5.

### **Do we have to send only a general synopsis or a script of all episodes?**

We require a pitch that includes:

1. The underlying concept and themes of the 4 episodes
2. The moodboard/first draft of a storyboard of 1 episode (this is only a draft, it is up to you to decide how detailed it should be).

For the other technical documentation requested see article 3.2. point 2.

### **Do you prefer episodes to have a common theme or should they be totally stand alone?**

Any option is accepted: there can be a common thread or be completely unrelated to one another. Furthermore in the tender it is suggested to select four different stories, but they could be also developed all together at the same time. However, it is to be noted that the episodes are likely to be distributed separately.

### **Are you interested in highlighting one aspect of intersectionality over the others?**

No, all intersectionality aspects are equally interesting.

### **Do you have preferred shooting locations?**

It would be more convenient - but not mandatory - to choose countries where WeWorld is already active (they can be found at [www.weworld.it](http://www.weworld.it)). The most relevant countries are those most affected by climate change but also those logistically reachable at this time. It is not required at the time of proposal to indicate all selected countries.

### **Which genres are allowed for the webseries?**

The genre is free except for fiction which is not covered - real stories are required. Animated proposals are allowed if they reflect the requirements listed in the TOR.

**Regarding the search for media partners: do we already know which broadcasting channels are planned for the web series?**

At the moment all web channels can be considered appropriate for the dissemination of the webseries.

**If the proposal is submitted by a group of several individuals, should a new entity (consortium) be formed by electing a representative/leader? In the case of the documents referred to in 3.2., would documents be submitted for each party?**

Yes, for the participation of several individuals it is necessary to send for each individual member the data in the required forms, CVs, experience and to indicate the contact person/leader on a separate sheet signed by all.

**If one or more episodes of the web series in question were to involve foreign productions for the realisation of part of the production process on site, would these productions be considered subcontractors or simply suppliers?**

If an episode is commissioned and carried out by a different entity it will be considered as a Subcontractor. Subcontractors may be included in the proposal or at a later stage by complying with the criteria required in the call for proposals in Article 9.

**Will the expenses incurred for the realisation of the web series have to be accounted for?**

No, the service contract to be negotiated with the service provider only provides for the submission of invoices for the agreed amount.

**Can the proposing company be non-Italian? If so, do the rules of the company's country of origin apply to the calculation of VAT?**

Yes, it can be non-Italian. Italian rules apply (i.e. invoice with zero VAT and WeWorld will make self-declaration of VAT).

**Can the proposing entity be an Italian or German non-profit cultural association? In that case, can the funding of the webseries be paid by WeWorld as a donation to the association?**

Yes, it can be an Italian or German non-profit cultural association. No, we cannot make a donation. We sign a contract and you have to issue an invoice or receipt with VAT exemption.

**Regarding "The presentation of balance sheets": as a German company, we are completing the 2020 balance sheet and will have the 2021 balance sheet at the end of the year. Would a declaration by the accountant on the soundness of the company also be acceptable?**

Yes, we can accept what you propose.

**Is there provision for an advance payment on signing the contract to cover production costs? If so, what percentage?**

Once the tender has been awarded to the service provider, the payment conditions will be negotiated. Generally speaking, yes, a first instalment is usually foreseen upon signing the contract.

**In addition to the possibility of searching for media partners, it is possible try to find sponsors (product placement, etc.)?**

Sponsors may be considered if they do not conflict with WeWorld's code of ethics (<https://ejbn4fjvt9h.exactdn.com/uploads/2021/02/Codice-Etico-EN.pdf>) and are to be evaluated together with the contracting authority (WeWorld).

**In order to supplement the budget, is it possible to think about applying for funding or simply applying for TaxCredit at MIBACT?**

Other forms of co-financing are admissible and welcome, but they are to be evaluated together with the contracting authority (WeWorld).