
TERMS OF REFERANCE (TOR) FOR CONSULTANCY

Social Enterprise Incubation Cell (SEIC)

Consultancy for Video Development and Sub-title Editing

University Business Linkage (UBL) Cell, UWU

1. Background

University Business Linkage (UBL) Cell has started working with British Council and Glasgow Caledonian University (UK) to establish a Social Enterprise Incubation Cell (SEIC) at Uva Wellassa University (UWU). The project, Social Enterprise Support in Sri Lanka (SESS), supports UWU to establish Social Enterprise Incubator, ensuring the sustainability of it through capacity building strategies.

2. The Operation

The project will support to,

- Establish incubation facilities for social enterprise and entrepreneurship
- Social enterprise and innovation curricular and non-curricular programs
- Establish University's own social incubator
- Develop social enterprise modules and programs developed with the support of Glasgow Caledonian University and international support in social innovation
- Earn international reputation for social enterprise incubation and research through Glasgow Caledonian University and British Council.

3. Objectives of the Consultancy

- To develop a detail technical videos which will demonstrate the social enterprise eco-system in Sri Lanka
- Sub-title editing for videos (either Sinhala/English) for easy understanding.

4. Scope of the Consultancy

Develop and edit the technical videos under four (4) themes given in the task and which can easily deliver the concepts of Social Enterprise Eco-system, its dependents, and deliverables. Further, sub-title editing for another 4 videos for easy understanding of viewers.

5. Key Tasks and Related Deliverable

Key Task	Required Deliverable	Timeline
(I) Develop detail technical videos (4 nos.) under four different themes given.	Themes: 1) Awareness of Social Enterprises (For all audience) 2) Promotion of Social Enterprises (through UWU undergraduates and develop Social Entrepreneurship culture in UWU) 3) Success stories of Social Entrepreneurship (for future incubations) 4) General video regarding Social Entrepreneurship	2 Weeks
Video + Audio Format	MPEG-4 Part 14 or MP4 1080p (Full HD) 1920 x 1080 Stereo Surround Sounds	
Duration of Video	15 minutes Maximum	
(II) Sub-title editing on another 4nos. of videos	Sinhala to English or English to Sinhala as video running	

6. Duration of the Consultancy

From 2 weeks on date of signed the agreement.

7. For Additional Information

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