

Tender Request: Professional Photography Services for UK PACT Workshop in Abuja

1. Background

Perspectives Climate Research (PCR) is launching a UK PACT-funded initiative to enhance Nigeria's capacity in global climate negotiations. As part of this initiative, PCR will organise a four-day in-person workshop in Abuja, bringing together government officials, negotiators, and technical experts.

We seek to engage a professional photographer to document the workshop for reporting, communications, and donor visibility purposes.

2. Assignment Overview

The photographer will be responsible for providing high-quality photographic coverage of the workshop **over four consecutive days**, working closely with the PCR team.

- **Location:** Abuja, Nigeria
- **Duration:** 4 full workshop days
- **Indicative dates:** 17 – 20 February 2026
- **Client:** Perspectives Climate Research (PCR) under the UK PACT programme

3. Scope of Work

The selected photographer will be expected to:

- Capture high-quality photographs of:
 - Opening and closing sessions
 - Panel discussions and presentations
 - Interactive group work and breakout sessions
 - Audience participation and engagement
 - Key speakers and facilitators
 - Networking and informal interactions
- Take a limited number of posed/group photographs as requested by the organisers
- Ensure appropriate representation of:
 - UK PACT branding visibility
 - Diversity, inclusion, and participation
- Deliver photographs suitable for:
 - Donor reporting
 - Websites and social media
 - Presentations and publications
- Coordinate closely with PCR and the workshop implementation team (including PCR team not on the ground, via WhatsApp) during the workshop days to accommodate evolving needs, schedule adjustments, and priority shots.
- Support compliance with UK PACT communication requirements, including coordination with PCR and local organisers regarding participant photograph consent where required.

4. Deliverables

- Edited, high-resolution photographs (colour-corrected and lightly retouched)
- Minimum expected output:
 - 40–60 curated, distinct images per day. Each photo must represent a unique moment or setup (avoiding repetitive angles of the same subject) and be technically 'publication-ready' for immediate use.

- A small, curated selection of key photographs (10 – 15 images) delivered by the final day of the workshop, to support timely communications or promotional needs.
- Delivery format:
 - JPEG (high resolution)
 - Shared via secure online link (e.g. Google Drive, WeTransfer)
- **Delivery timeline:**
 - Within 5 working days after the final workshop day.
- Organised and clearly labelled photo folders, structured by workshop day and date, with file or folder naming that reflects (where applicable):
 - Session or event name
 - Name(s) of speaker(s) when included
 - Basic descriptive tags (e.g. group photo, panel discussion, audience, branding/flag visibility)

5. Intellectual Property & Usage Rights

- Usage rights are non-exclusive. PCR and UK PACT shall have full, unrestricted, and perpetual usage rights for all delivered materials.
- PCR, UK PACT, and other project partners may use and share the photographs for non-commercial communications, reporting, and promotional purposes, provided appropriate credit is given to PCR and, where feasible, to the photographer.
- The photographer may also retain the right to reference the work in their professional portfolio, subject to appropriate and non-commercial use.

6. Required Qualifications

Interested photographers should demonstrate:

- Proven experience covering corporate, policy, or development-sector events
- Ability to work discreetly in professional and high-level policy settings
- Strong portfolio showcasing similar assignments
- Availability for all four days of the workshop
- Professional grade photography equipment

7. Submission Requirements

Photographers should submit:

1. A short expression of interest
2. Portfolio or links to previous relevant work
3. Financial quotation, clearly indicating:
 - Daily rate or total cost for 4 days
 - Any additional costs (if applicable)
4. CV or brief profile
5. Contact details and availability confirmation

8. Evaluation Criteria & Weighting

Proposals will be assessed based on:

- Quality and relevance of portfolio 30%
- Experience with similar events 20%
- Value for money 30%
- Availability and professionalism 20%

9. Submission Deadline

All submissions should be sent to:

grants@perspectives.cc

By: **Friday 6 February 2026**