

REQUEST FOR QUOTATION (RFQ)

RFQ No : 732/SKR-CISDI/FNA/V/2026

Date : 12 May 2026

Subject: Request for Quotation for Workshop Facilitation and Exhibition Production for “Memotret Realita Lingkungan Pangan Sehat”

1. Background

Non-communicable diseases (NCDs) continue to increase and remain a major public health challenge, driven in part by unhealthy food environments. The widespread availability of products high in sugar, salt, and fat (SSF), limited access to healthy food options, and weak regulatory measures contribute to unhealthy dietary consumption patterns within communities.

As part of its efforts to strengthen healthy food policy advocacy, Center for Indonesia's Strategic Development Initiatives (CISDI) is organizing “Lensa Pangan: Capturing the Reality of Healthy Food Environments.” This initiative aims to encourage public participation in documenting community experiences and perspectives related to food environments through visual storytelling approaches, including photography and video.

Through this initiative, CISDI seeks to develop advocacy materials grounded in visual evidence and community experiences to strengthen public and stakeholder understanding of the challenges surrounding access to healthy food, unhealthy food consumption, and the importance of more contextual and community-centered healthy food policies.

To support the implementation of this initiative, CISDI invites vendors/organizations with relevant experience in creative workshop facilitation, exhibition production, and visual project management to submit their quotations.

2. Scope of Work

The vendor is expected to provide the following services:

- a. Photo and Video Workshop Facilitation
 - Provide facilitators/mentors for photography and videography workshops
 - Facilitate in-person workshops
 - Facilitate online and offline mentoring sessions (flexible format)
 - Provide feedback and support the curation of participants' works
 - Participate in public discussions or exhibition tours

- b. Exhibition Production and Management
 - Concept ideation and design of exhibition outputs
 - Production of exhibition materials (from preparation to the exhibition stage)
 - Printing of artworks and supporting installation materials
 - Supervising the entire exhibition preparation process (installation setup and de-installation/dismantling of artworks)
 - Provision of video playback/multimedia equipment (if required)

3. Expected Deliverables

The vendor is expected to provide the following deliverables:

- Workshop implementation
- Participant mentoring sessions
- Participants' work curation
- Exhibition design and layout
- Production of exhibition materials
- Exhibition installation and dismantling
- Activity documentation
- Brief implementation report

4. Timeline

Agenda	Timeline	Description
Concept co-creation of photo voice	6 May	Co-creation with facilitators
Open recruitment	25 May - 4 June	Recruitment is open for one week
Participant document screening	5 June	<ol style="list-style-type: none"> 1. Selection indicators: <ul style="list-style-type: none"> ● Portfolio ● Background of experience/ professional profile 2. 15–20 participants will be shortlisted
Interview selection	6 June	<ol style="list-style-type: none"> 1. Interviews will be conducted over two days 2. Interview mechanism will be shared after participant selection 3. Eight (8) participants will be selected to join the workshop
Participant announcement	8 June	After announcement, participants will be contacted and asked to confirm commitment
Workshop	11-12 June	<p>Workshop topics:</p> <p>Day 1:</p> <ul style="list-style-type: none"> ● Understanding the issue of healthy food ● Developing narratives or stories <p>Day 2:</p> <ul style="list-style-type: none"> ● Photography techniques ● Field observation tips
Object collection process	13-23 June	
Exhibition preparation	23 June - 17 July	

Agenda	Timeline	Description
Exhibition	18 -19 July	Conducted on the weekend in a public space

5. Vendor Qualification Requirements

The vendor should have:

- Experience in creative workshops, photography, videography, or exhibition production
- Relevant portfolio
- Valid business/organizational legal documents
- Adequate team capacity

6. Quotation Submission Format

The quotation should include:

- Detailed cost breakdown
- Team/facilitator profile
- Relevant portfolio
- Prices inclusive of taxes
- Quotation validity period

7. Submission Deadline

Please submit your quotation no later than:

Date : Thursday, 21 May 2026
 Time : 17.00 WIB
 Submission email : admfinance@cisdi.org
 Subject : Submission Quotation – RFQ Lensa Pangan – [Nama Vendor]

8. Official Contact Details

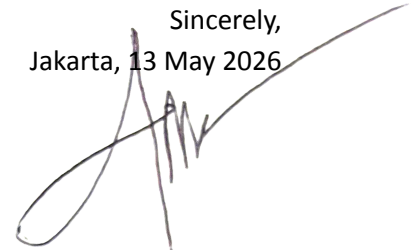
Name : Syahla Bella Camila/Rizki Amalia Saniy
 Email : admfinance@cisdi.org
 Phone number : 0858-9920-8151/0857-7135-2298

9. Additional Information

- Late submissions may not be considered.
- CISDI reserves the right to request additional clarification from vendors.
- This RFQ does not obligate the company/organization to award a contract to any vendor.

Thank you for your attention and cooperation.

Sincerely,
Jakarta, 13 May 2026



Andi Rezaldy
Project Lead