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RFP-AFI-2026-08

Request for Proposal

Provision of Professional Consultancy Services for Impact Story Mission in Fiji 2026 (Research, Field Coordination and Multimedia Content Production)

Data	Specific Instructions / Requirements
RFP Issuance Date	29 April 2026
Proposal Submission Deadline	6 May 2026, 9.00am (GMT)
Notification of Award Decision	June 2026
AFI Contact Details (submitting questions & proposal)	Procurement & Contracts Office E-mail address dedicated for this purpose: RFP2608@afi-global.org

Alliance for Financial Inclusion

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1. Background:

The Alliance for Financial Inclusion

The Alliance for Financial Inclusion ([AFI](#)) is the world's leading organization on financial inclusion policy and regulation. Currently, 90 member institutions make up the AFI network including central banks, ministries of finance and other financial policymaking or regulatory institutions from over 84 developing countries and emerging markets. AFI empowers policymakers to increase the access and usage of quality financial services for the underserved through sustainable and inclusive policies and an effective use of digital technologies.

Policies developed and implemented by AFI members contribute to a range of the [Sustainable Development Goals](#). By Setting their own agenda, AFI members harness the power of peer learning to develop practical and tested policy reforms that enhance financial inclusion with strategic support from both public and private sector partners.

AFI has 7 [Working Groups](#) (WG): Consumer Empowerment and Market Conduct Working Group ([CEMCWG](#)), Digital Financial Services Working Group ([DFSWG](#)), Financial Inclusion Data Working Group ([FIDWG](#)), Financial Inclusion Strategy Peer Learning Group ([FISPLG](#)), Global Standards Proportionality Working Group ([GSPWG](#)), Inclusive Green Finance Working Group ([IGFWG](#)) and SME Finance Working Group ([SMEFWG](#)),

As the key source of policy developments and trends in financial inclusion and as the primary mechanism for generating and incubating technical content in the network, the Working Groups serve as "communities of practice". Providing a platform for knowledge exchange and peer learning among policymakers to share, deliberate and deepen their understanding, the working groups offer leadership and expertise in their respective policy fields and support the network to monitor new developments in emerging fields.

The knowledge generated via the working groups is disseminated for implementation by a range of [capacity building activities](#) such as Joint Learning Programs, Member Trainings, Trainings by Private Sector Partners. The practical experience members garner from engaging in peer learning based capacity building is then applied by members as [in country implementation](#) projects which are supported by the provision of financial or technical support to AFI member institutions in conducting activities that aim to deliver financial inclusion policies, regulations, supervisory tools or enablers for the development of policies, such as national financial inclusion strategies.

The working groups receive strategic guidance and insight from the High-Level [Global Standards & Policy Committee](#), while the [Gender Inclusive Finance Committee](#), supports WGs in integrating gender considerations into all aspects of their work and support members in fulfilling their [Denarau Action Plan \(updated 2022\)](#) commitment to promote women's financial inclusion.

AFI members have made further commitments in a range of other accords which can be read [here](#).

The AFI's five regional initiatives complete the AFI platform of services by supporting policy implementation in Africa ([AfPI](#)), Latin America and the Caribbean ([FILAC](#)), the Pacific Islands ([PIRI](#)), Eastern Europe and Central Asia ([ECAPI](#)) South Asia Region ([SARFII](#)) and the Arab Region ([ARFIPI](#)).

2. Project Background:

The Alliance for Financial Inclusion (AFI) is a member-owned global network of central banks, financial regulators and policymakers working to advance financial inclusion. As a member-driven organization, AFI seeks to strengthen its evidence base on how policy and regulatory reforms contribute to real-world outcomes. In addition to quantitative monitoring and institutional reporting, AFI is expanding the use of people-centered qualitative evidence ("impact stories") to better understand how financial inclusion policies may influence the lives of individuals, communities and enterprises.

In 2026, AFI plans to undertake an Impact Story Mission in Fiji, in collaboration with the Reserve Bank of Fiji (RBF). Fiji is widely recognized as a leader in advancing financial inclusion in the Pacific region, with notable progress in national strategy implementation, women's financial inclusion, digital financial services, MSME development, and resilience-related finance.

The mission, taking place in June 2026, aims to document selected stories that demonstrate how policy and ecosystem changes may be translating into practical benefits, while also identifying remaining barriers and lessons learned.

AFI seeks to engage a qualified Fiji-based consultant either as an individual or a team ("Impact Story Producer") to support the mission.

3. Overall Objective:

The primary objective of the assignment are as follows:

Primary Objective

Produce compelling evidence-based human stories showing how financial inclusion reforms in Fiji affect people, enterprises and communities.

Specific Objectives

The Impact Story Producer will achieve the above by:

1. Identifying credible and diverse story opportunities linked to financial inclusion developments in Fiji;
2. Supporting planning and implementation of an efficient field mission;
3. Facilitating stakeholder engagement and interviews;
4. Capturing high-quality photo, audio and video materials; and
5. Producing multimedia content and organized evidence assets for AFI learning and communications purposes.

Proposed Storylines

Bidders may propose relevant story angles around the following potential themes:

- Women-owned micro, small and medium enterprises (MSMEs);
- Rural and outer-island access to financial services;
- Digital payments / mobile money adoption;
- Youth entrepreneurship and financial capability;
- Climate resilience and inclusive finance;
- Savings, credit or insurance access improvements;
- Agent banking or innovative service delivery models; and
- Community perspectives on financial inclusion progress and remaining gaps.

4. Scope of Work:

The **Impact Story Producer** will work closely with AFI and relevant counterparts in Fiji.

The tasks that are expected to achieve this objective include:

Phase 1: Inception and Research (Remote)

- Confirm access feasibility and introductions where appropriate;
- Develop (with AFI coordination) a proposed mission itinerary, logistics plan and interview schedule; and
- Advise on any local protocols, permissions or sensitivities.

Phase 2: Field Mission in Fiji

- Coordinate and support in-country mission logistics;
- Facilitate interviews with agreed stakeholders;
- Provide translation/support in local languages where relevant;
- Capture high-quality photo, video and audio recordings;
- Capture B-roll footage (local markets, businesses, transport, communities, service points, etc.); and
- Support daily debriefs with AFI team.

Phase 3: Post-Production (Remote)

- Organize and transfer all raw files in structured folders;
- Provide interview summaries / transcripts (where agreed);
- Produce edited photo package;
- Produce a collection of narrative videos
 - One (1) video of up to 10 minutes; and
 - at least two (2) videos of up to 3 minutes each;
- Incorporate revisions based on AFI feedback;
- Submit final multimedia package.

5. Timeline and Deliverables:

The assignment is expected to commence on 1 June 2026 and end on 26 June 2026. Below is the list of deliverables and tentative timeline:

No.	Deliverables/Activities	Tentative Dates
1.	Consultancy assignment kick-off	1 June 2026
2.	Field visit agenda produced (indicative list of interviews and logistical notes)	5 June 2026
3.	Fiji field mission (data collection)	8 - 12 June 2026
4.	Raw files of the interviews	18 - 20 June 2026
5.	Narrative videos and edited photo package	26 June 2026

The final multimedia package (that includes the edited interviews and narrative videos complete with full branding visual elements according to AFI guidelines) will be completed and sent in by 8 July 2026.

6. Travel:

This consultancy work requires domestic travel to support the implementation of the project. The estimated travel expenses should be included with breakdown of the flight, accommodation, per diem whenever relevant and will be capped as reference for further evaluation and contract award.

7. Consultant Experience:

Mandatory Requirements

- Minimum 3 years of relevant experience in documentary production, journalism, field research, storytelling, communications or related areas;
- Demonstrated experience conducting interviews and collecting qualitative stories;
- Strong photo/video/audio production capability;
- Ability to independently organize field logistics;
- Excellent spoken and written English;
- Based in Fiji or with strong operational presence in Fiji; and
- Ability to manage confidential information professionally.

Other Preferred Requirements

- Experience in development, public policy, economics, financial inclusion or social impact assignments;
- Familiarity with Fiji institutions and community contexts;
- Ability to communicate in Fiji Hindi, iTaukei or other relevant local languages; and
- Experience working with women entrepreneurs, rural communities or vulnerable groups.

8. Reporting:

The Impact Story Producer will be working under the supervision of AFI's Monitoring and Evaluation Department, Kuala Lumpur, Malaysia, with support provided by AFI's Regional Manager for the Pacific. They will be expected to provide regular reports and updates to AFI during the assignment.

9. Payment Terms:

The payment terms/schedule proposed for this consultancy are as following:

No.	Deliverables	Percentage
1.	Upon submission and acceptance of workplan after kick-off meeting	20%
2.	Upon confirmation of field mission agenda	20%
3.	Upon submission and review of post-mission interview videos	30%
4.	Upon submission and acceptance of narrative videos and edited photo package	30%
	Total	100%

10. Administrative Information:

10.1 Disclaimer

The final decision on selection of a firm for this project rests with AFI management team and with the Inquiry. Only shortlisted and successful firms will be contacted.

10.2 Proposal Submission Information:

Proposals will be due with the following requirements for submission:

Submission Deadline:	6 May 2026
Documents to be submitted with Annexure 1 and 2:	
Firm	<ul style="list-style-type: none"> • Company Registration; • Company Profile; • List of previous or current clientele on similar work; • Workplan (graph/timeline) • References with email contact; • Joint-Agreement (if any); • Conflict of Interest Disclosure form; • At least one (1) sample work (link or attachments) if any
Individual	<ul style="list-style-type: none"> • Full CVs with list of previous similar work; • Disclosure if individual have a full time or part time employment contract with any organization or government official or indirect involvement in this tender; • Workplan (graph/timeline) • Conflict of Interest Disclosure form; • Reference letter (if any); • References with email contact; • At least one (1) sample work (link or attachments) if any
Method of Submission:	By email to AFI's Procurement & Contracts Office at RFP2608@afi-global.org

Submission of Technical and Financial:	<p>Kindly submit the followings:</p> <ol style="list-style-type: none"> 1. Using the template/format given in Annexure 1 (Technical) and Annexure 2 (Financial) and/or additional technical proposal for more information. 2. Technical and Financial proposal must be separated in different pdf. 3. Financial proposals must be USD only. Whereas for Malaysian applicants with Business Registration under Suruhanjaya Syarikat Malaysia (SSM), please submit your financial proposals in MYR. 4. Proposal to be submitted to the designated email address. 5. AFI does not tolerate copyright infringement, including but not limited to infringement, in the form of plagiarism. Consultant or Consulting entity awarded a contract by AFI shall take responsibility to ensure that the authored works, produced in parts or as an entirety of the deliverables stated in this RFP does not infringe on copyrights.
<p>AFI is not bound to accept the lowest quoted bid and reserves the right to disqualify incomplete submission, overlapping submission, non-compliance to the above requirements. Notification of results will only be sent to shortlisted candidates upon completion.</p>	

10.3 Retention of Proposals

All proposals submitted become the property of AFI. AFI will make all reasonable efforts to maintain proposals in confidence and will release proposals only to personnel involved with the evaluation of the project. Proprietary information should be identified in each proposal.

11. Evaluation Criteria

The proposals submitted will be evaluated based on the following criteria:

No.	Technical Scoring Criteria	Percentage
1.	Profile and Overall Qualification	30%
	<ul style="list-style-type: none"> • Academic Qualification 	5%
	<ul style="list-style-type: none"> • Sample work (Portfolio) - videos done for organizations of similar background in English (or English subtitles) 	25%
2.	Technical Experience	35%
	<ul style="list-style-type: none"> • Relevant technical skills in videography and documentary-style filmmaking and field research Regional and/or global experience 	20%

No.	Technical Scoring Criteria	Percentage
	<ul style="list-style-type: none"> • Demonstrated experience and understanding of local Fiji context 	15%
3.	Adequacy of proposed workplan and methodology	35%
	<ul style="list-style-type: none"> • Technical approach and research methodology 	20%
	<ul style="list-style-type: none"> • Workplan (include Level of Effort of team/individual) 	15%
	Total	100%

Evaluation of technical and financial proposals

AFI reserves the right to award the most suitable proposal based on the evaluation of combined criterion, where bidders are qualified by the combined valuation of the technical and financial proposals, with the following weightage:

- i) Technical Proposal: 70% (Seventy percent)
- ii) Financial Proposal: 30% (Thirty percent)