TERMS OF REFERENCE – CONSULTANCY SUPPLIER

Project:	Swiss Tourism for Sustainable Development in Vietnam (ST4SD)
Consulting service:	Photography Consultant – Community-Based Tourism in Khun Village
Contract term:	From 15 October to 30 October 2026
Application deadline:	27 September 2026

1. PROJECT INTRODUCTION

The Swiss Tourism for Sustainable Development in Vietnam (ST4SD), financed by the Swiss State Secretariat for Economic Affairs (SECO), aims at making Viet Nam's tourism sector more sustainable and inclusive. As part of the economic development cooperation of Switzerland for Viet Nam, it is implemented by the consortium of Helvetas Vietnam, a Swiss international NGO, and the CRED Tourism & Agriculture Solution Consulting Company Limited, a Vietnamese NGO. The Ministry of Culture, Sports and Tourism appointed the Viet Nam National Authority of Tourism (VNAT) as the project owner.

The ST4SD project has been working closely with Khun Village (Bang Lang Commune, Tuyen Quang Province) to build sustainable community-based tourism. The village now features 9 tourism modules and 2 specific experiences (Khun Village Cycling Tour and Bo Mi Cave Exploration Tour) . ST4SD is looking for a Photography Consultant to visually document these modules and the local lifestyle.

2. OBJECTIVES

The objective is to capture a comprehensive photo collection that reflects the tourism activities and the unique cultural identity of Khun Village. The photography should focus on authentic cultural preservation and convey impact through human-centered storytelling rather than conventional tourism photography.

3. EXPECTED DELIVERABLES

The consultant will be responsible for delivering the following high-resolution, edited photographs :

- A set of 110 photos detailing the tourism offerings (around 10 photos for each of the 9 modules, and 10 photos for each of the 2 tours).
- A set of 50 photos reflecting the local identity, the people of Khun Village, and authentic daily homestay activities.

4. SELECTION CRITERIA

Proposals will be evaluated based on the following criteria:

- Proven professional experience in photography.
- Strong portfolio highlighting travel, documentary, or lifestyle photography.

- Demonstrated experience and cultural sensitivity in working effectively with ethnic minority communities.
- Ability to deliver high-quality, fully edited photo sets within a stipulated timeframe.

5. PROPOSAL SUBMISSION

Interested suppliers are requested to submit their proposals detailing the following:

- CV and cover letter
- Portfolio showcasing previous relevant photography work.
- Financial proposal: The applicant shall indicate the proposed daily rate, inclusive of all applicable taxes, and the estimated number of working days required to complete the assignment.

The submitted documents must be password-protected. You will be asked for the password after submitting the application. Proposal should be sent to procurement@st4sd.vn and assist3@st4sd.vn by 27 September 2026.