



Invitation to Tender

Design of Tree Power Educational Resource Pack

International Tree Foundation (ITF) works with communities in Africa and the UK to carry out sustainable community forestry projects which protect, regenerate and cultivate trees and forests to conserve habitats rich in biodiversity and to enhance human and environmental well-being. In partnership with Development Education Centre South Yorkshire, Leeds Development Education Centre and Devon Development Education Centre, ITF has designed and piloted a new resource for primary schools called Tree Power.

The resource aims to address teaching and learning about trees and forest resources holistically, bringing the local and global together and incorporating elements from both environmental and development education. It consists of a seventy-page resource pack incorporating lesson plans, activities and background information to assist teachers in running up to eight sessions working across the curriculum.

ITF will award a contract to a graphic designer to carry out the following work:

1. Redesign the Tree Power logo to remove the specific reference to ITF and improve the vibrancy of the colours
2. Create a design for the resource pack to enable it to be downloaded from ITF's website by teachers. It will incorporate the logos of partner organisations, photographs and other graphics to create an attractive and user-friendly document for teachers and Key Stage 2 children.
3. Liaise with Sue Pitt, Tree Power Co-ordinator at ITF, regarding completion of the work
4. Incorporate suggested changes following consultation with project partners.

If you would be interested in submitting a tender for this work, please provide the following information:

1. An outline of your previous experience in carrying out work of this type, including specific examples of work produced.
2. An indication of whether you would be able to complete the work within the timescale indicated below.
3. The fee that you would charge for the work.

Timeline

The deadline for submission of tenders is Monday 17th July 2017.

We will aim to commission a designer by Monday 24th July 2017.

Submission of draft version by Friday 25th August 2017.

Final version completed by Friday 15th September 2017.

For further information, please contact Sue Pitt sue@internationaltreefoundation.org. A draft copy of the existing resource pack will be provided on request.