

# Long-Term Agreements

Reference list, October 2024

We are the proud holders of a range of long-term agreements (LTAs) with intergovernmental organizations including UN entities covering a broad range of services within and around visual communication. Please find below the reference list of the LTAs that we currently hold. Some of our LTAs are available to be utilized for piggybacking in order to benefit from already established pricing arrangements for goods and services. For contact details of agency focal points, please contact us at [info@phoenixdesignaid.com](mailto:info@phoenixdesignaid.com)

## Our LTAs are divided into six main categories

Click the link to go directly to a category

- » [Creative communication](#)
- » [Web development](#)
- » [Graphic design for digital and print](#)
- » [Writing, copy-editing and translation](#)
- » [Videography and photography](#)
- » [Public and Media Relations](#)

## Online portfolio

We invite you to review samples of our work in our online portfolio at: <http://phoenixdesignaid.com/cases>

Multi-disciplinary contracts for

## Creative communication

<i>Organization/Entity:</i>	<i>Contract information:</i>	<i>Services:</i>
<b>WHO</b> Avenue Appia 20 1211 Geneva 27 Switzerland	LTA for provision of communication products Contract no. RFP 2022-034_EXT-DCO_CommProducts Expiry date: 24 November 2026	Creative communication services for printed media, web and social platforms, including concept development, graphic design, illustration, animation, digital development and video editing.

## Web development

<i>Organization/Entity:</i>	<i>Contract information:</i>	<i>Services:</i>
<b>UN Environment Paris</b> 1, Rue Miollis, Batiment 7 75015, Paris France	LTA for digital development services Contract no. UNEP/2020/350/(4700018725) Expiry date: 21 March 2025	Hosting and maintenance, software and development support, UX/UI, web design and development, system architecture/infrastructure, testing and usability analysis, quality assurance, conceptualization and graphic design.
<b>International Atomic Energy Agency (IAEA)</b> Wagramerstrasse 5 1400 Vienna Austria	LTA for web design and users experience consultancy Contract no. 202111668 Expiry date: 17 December 2025	UI/UX, graphic design, web design and information architecture.
<b>UNDP</b> One United Nations Plaza, DC 1-1790 New York NY 10017, USA	LTA for Drupal and web development services Contract no.: UNDP-HQ-10075 Expiry date: 27 June 2026	Drupal development, Drupal theme development, additional technical web development as well as UX design and strategy services.

The following United Nations agencies piggyback on the UNDP contract:

- **UN Women**  
220 East 42nd Street, DN/409-76  
New York, NY 10017  
USA

<b>UNDP</b> 304 East 45th Street	LTA for HDR website maintenance Contract no.: UNDP-HQ-10341	Drupal development, digital design, UX/UI design, search engine optimization (SEO), software monitoring and
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New York, NY 10017, USA  
 NOT OPEN FOR PIGGY BACKING

Expiry date: 08 September 2027

maintenance, etc.

## Graphic design for digital and print

Organization/Entity:	Contract information:	Services:
<b>UNDP Independent Evaluation Office</b> One United Nations Plaza, 20th Floor New York, NY 10017, USA	LTA for graphic design services Contract no. UNDP-HQ-10120 Expiry date: 06 July 2025	Design development, layout, formatting as well as development of branding and visual materials.
<b>IFAD</b> Via Paolo di Dono, 44, 00142 Rome, Italy	LTA for graphic designs services Contract no. 1672 Expiry date: 11 September 2026	Design development, layout, formatting and artwork finalization for print and digital materials and communications materials.

The following United Nations agencies piggyback on the IFAD contract:

- UNCCD**  
 UN Campus, Platz der Vereinten Nationen 1  
 53153 Bonn  
 Germany
- UNHCR Geneva**  
 94, rue de Montbrillant  
 CH-1202, Geneva  
 Switzerland

<b>UNDP</b> 304 East 45th Street New York, NY 10017, USA NOT OPEN FOR PIGGY BACKING	LTA for development of design for HDRO products Contract no. UNDP-HQ-10272 Expiry date: 01 January 2027	Development of design products, data visualizations, infographics and web and social media materials, including animation and video editing.
<b>UNAIDS</b> Avenue Appia, 20, CH-1211 Geneva 27 Switzerland	LTA for graphic design services Contract no. RFP-2023-56 Expiry date: 31 March 2026	Creation of concepts for and design of communication materials, campaigns, social media assets, brand identity, reports, brochures and other design collateral.

## Writing, copy-editing and translation

Organization/Entity:	Contract information:	Services:
<b>UNDP</b> One United Nations Plaza, DC1-1904, New York, NY 10017, USA	LTA for language services Contract no. UNDP/BERA/CG/LTA/2020/1129 Expiry date: 31 December 2024	Translation, editing and copy-editing, interpreting, typesetting and layout, transcription, etc.

The following United Nations agencies piggyback on the UNDP contract:

- UNFPA**  
 Marmorvej 51,  
 2100 Copenhagen  
 Denmark
- UN Women**  
 220 East 42nd Street, DN/409-76  
 New York, NY 10017

USA

- **UNCDF**  
Two UN Plaza, 26th Floor  
New York, NY 10017  
USA
- **UNOPS**  
City of Bonn Berliner Platz 2  
53113 Bonn  
Germany

<b>UNAIDS</b> Avenue Appia, 20, CH-1211 Geneva 27 Switzerland	LTA for language services Contract no. RFP-2021-02 Expiry date: 31 August 2025	Translation, review and proofreading.
<b>UNDP Armenia</b> 14 Petros Adamyan Street 0010 Yerevan Armenia	LTA for editing services Contract no. UNDP/ARM10/RFP 129-21/1 Expiry date: 21 March 2025	Editing.
<b>UNHCR Greece</b> 91 Michalakopoulou Street, GR11528 Athens Greece	Frame agreement for translation services Contract no. FA2023/GRC/009 Expiry date: 16 October 2025	Translation.

## Videography and photography

<i>Organization/Entity:</i>	<i>Contract information:</i>	<i>Services:</i>
<b>International Atomic Energy Agency (IAEA)</b> Wagramerstrasse 5 1400 Vienna Austria	Contract purchase agreement Contract no. 202302507 Expiry date: 23 March 2026	Video production services.
<b>UNOPS Panama</b> Avenida Alberto Oriol Tejada Ciudad del Saber Clayton Panamá República de Panamá <i>NOT OPEN FOR PIGGY BACKING</i>	Open offer agreement Contract no. 1010032 Expiry date: 11 December 2024	Photography and audiovisual production.
<b>UNHCR Regional Office</b> Bldg.126, Salteman Street City of Knowledge República de Panamá	Open offer agreement Contract no. ACNUR RFP-003-2023 Expiry date: 07 December 2025	Audiovisual production, event coverage, photography as well as 2D and 3D animations.

## Public and Media Relations

<i>Organization/Entity:</i>	<i>Contract information:</i>	<i>Services:</i>
<b>UNHCR Regional Office</b> Bldg.126, Salteman Street City of Knowledge República de Panamá	LTA for media monitoring and subscriptions and digital strategy Contract no. FA2024/RBA/DIGITAL COMMS STRATEGY/002 Expiry date: 30 June 2025	Daily media monitoring with delivery of daily news bulletin and monthly report) and management of media subscriptions.

## Other long-term agreements and contracts

<i>Organization/Entity:</i>	<i>Contract information:</i>	<i>Services:</i>
<b>International Renewable Energy Agency (IRENA)</b> Masdar City P.O. Box 236, Abu Dhabi United Arab Emirates NOT OPEN FOR PIGGY BACKING	LTA for graphic design services Contract no. LTA/2023/00002/IRENA Expiry date: 06 August 2025	Creative communication services, for example digital communication, websites and social media services, print design and brand development, exhibitions and booths and other visibility materials, prepress, printing and production.
<b>International Renewable Energy Agency (IRENA)</b> Masdar City P.O. Box 236, Abu Dhabi United Arab Emirates NOT OPEN FOR PIGGY BACKING	LTA for filming and photography production Contract no.: IRENA-LTA/2022/006 Expiry date: 22 August 2025	Filming and photography production, location videography, video creation, animated elements, audio recording, including podcasts, interviews and other digital audio files.
<b>International IDEA</b> International Institute for Democracy and Electoral Assistance Strömsborg SE-103 34 Stockholm Sweden NOT OPEN FOR PIGGY BACKING	LTA for graphic design services and data visualization Contract no. 10102 Expiry date: 31 May 2026	Creative design services, for example creation of infographics, social media cards, PowerPoint presentations, leaflets, posters and greeting cards as well as static and animated microsites and typesetting.
<b>Danish Refugee Council</b> Borgergade 10 1300 Copenhagen K Denmark NOT OPEN FOR PIGGY BACKING	Purchase agreement Expiry date: 14 September 2025	Editing and copy-editing.
<b>Green Climate Fund</b> Songdo International Business District G-Tower, 175 Art Center-daero Yeonsu-gu, Incheon 22004 Republic of Korea NOT OPEN FOR PIGGY BACKING	LTA for translation services Contract no. GCF 2021/069 Expiry date: 19 October 2026	Translation, editing and proofreading.
<b>OECD</b> 2, rue André Pascal 75775 Paris Cedex 16 France NOT OPEN FOR PIGGY BACKING	LTA for graphic design services Contract no. 300005659 Expiry date: 16 June 2026	Cross-media graphic design services for publications and brochures for printed or online use, design services for web content and design supports and graphic packages for projects.
<b>Council of Europe</b> Av. de l'Europe 67000 Strasbourg France NOT OPEN FOR PIGGY BACKING	Framework contract Contract no. FC.DGII.1201.2022 Expiry date: 31 December 2025	Photography, photo editing, layout, video production and animated video production.
<b>Council of Europe</b> Av. de l'Europe 67000 Strasbourg France NOT OPEN FOR PIGGY BACKING	Framework contract Contract no. FC.DGII.36.2023 Expiry date: 14 March 2025	Translation.
<b>IDH Sustainable Trade Initiative</b> Arthur van Schendelstraat 500 3511 MH Utrecht Netherlands NOT OPEN FOR PIGGY BACKING	Framework agreement. Contract no. 224094 Expiry date: 01 January 2025	Graphic and concept design, layout, illustration, photography as well as live-action and animated video production, including editing.
<b>Columbia University</b> 615 West 131st Street Studebaker Building, 3rd Floor New York NY 10027 United States NOT OPEN FOR PIGGY BACKING	Design product and website service agreement Expiry date: 29 September 2025	Graphic design, layout, typesetting and website design.
<b>Norwegian Refugee Council (NRC) Geneva</b> 16 La Voie-Creuse, 5th floor	Framework agreement Expiry date: 31 March 2025	Translation services, including proofreading, translation editing and layout.

1202 Geneva  
Switzerland  
*NOT OPEN FOR PIGGY BACKING*

**International IDEA**  
International Institute for Democracy and  
Electoral Assistance  
Strömsborg  
SE-103 34 Stockholm  
Sweden  
*NOT OPEN FOR PIGGY BACKING*

Framework contract  
Contract no. 10349  
Expiry date: 01 June 2026

Editing and proofreading.

**OECD**  
2, rue André Pascal  
75775 Paris Cedex 16  
France  
*NOT OPEN FOR PIGGY BACKING*

Framework agreement  
Expiry date: 18 July 2027

Concept and design work, layout, infographics and typesetting in English and native languages.

**Jhpiego**  
1615 Thames Street  
Baltimore, MD 21231  
USA  
*NOT OPEN FOR PIGGY BACKING*

Master Services Agreement  
Expiry date: 04 December 2026

Virtual simultaneous interpretation services.

**International IDEA**  
International Institute for Democracy and  
Electoral Assistance  
Strömsborg  
SE-103 34 Stockholm  
Sweden  
*NOT OPEN FOR PIGGY BACKING*

LTA for infographic designs and data  
visualisation  
Contract no. 10427  
Expiry date: 28 February 2027

Concept and design work, data visualisation, creation of infographics, social media cards, PowerPoint presentations, illustrations and other various types of promotional materials.

**International Renewable Energy Agency (IRENA)**  
Masdar City  
P.O. Box 236, Abu Dhabi  
United Arab Emirates  
*NOT OPEN FOR PIGGY BACKING*

LTA for translation and multilingual indesign  
layout and replication services – German &  
Japanese  
Contract no. LTA/2024-002  
Expiry date: 10 June 2025

Translation, desktop publishing (DTP), typesetting and translation editing.

**Observatory on History Teaching in Europe  
Council of Europe**  
Av. de l'Europe  
67000 Strasbourg  
France  
*NOT OPEN FOR PIGGY BACKING*

Framework contract  
Contract no. 2024AO32  
Expiry date: 31 December 2027

Complex communication services – non-exhaustive list of services – for example, production of videos, promotional materials, complex layout and printing services, data visualization, social media campaigns, personalized outreach and related services.

**The Global Fund**  
to fight Aids, Tuberculosis and Malaria  
Chemin de Blandonnet 8  
12-14 Vernier-Geneva  
Switzerland  
*NOT OPEN FOR PIGGY BACKING*

LTA for graphic design services  
Contract no. 202400438  
Expiry date: 25 June 2026

Graphic design, layout and infographics.

**Global Center on Adaptation**  
Antoine Platekade 1006  
3072 ME Rotterdam  
The Netherlands  
*NOT OPEN FOR PIGGY BACKING*

Framework agreement  
Expiry date: 29 April 2025

Production of "Stories of Resilience" publication.

**Global Center on Adaptation**  
Antoine Platekade 1006  
3072 ME Rotterdam  
The Netherlands  
*NOT OPEN FOR PIGGY BACKING*

Framework agreement  
Expiry date: 22 August 2025

Graphic design, copywriting and copyediting.

**International IDEA**  
International Institute for Democracy and  
Electoral Assistance  
Strömsborg  
SE-103 34 Stockholm  
Sweden  
*NOT OPEN FOR PIGGY BACKING*

LTA for website management and  
development services  
Contract no. 10527  
Expiry date: 11 October 2026

Website design, website development for enhancements of existing websites and websites development of new websites.