

CALL FOR EXPRESSION OF INTEREST

Consultancy for Development of New Website

INTRODUCTION

1. About BACSOF

Baringo Civil Society Organization Forum (BACSOF) is a network of civil society organizations working in Baringo County to promote sustainable development through social accountability. BACSOF exists to provide a coordinated platform for civil society organizations to inform value-based governance and development in Baringo County

BACSOF in partnership with the County Government of Baringo, with support from Act! And with funding from FCDO, is implementing an intervention dubbed, *Scaling up Community Contracting for effective service delivery in Health and Water Sectors in Baringo County*. The project seeks to institutionalize the concept of community contracting as an effective mechanism for citizens to monitor public projects and for improving supervision of the projects by government.

As part of strengthening the BACSOF visibility and brand, we are seeking the services of a qualified consultant to design a website for the Network.

2. Purpose and Objectives

CEDGG, on behalf of BACSOF, seeks the services of a qualified consultant to develop a website tailored to enhance the visibility and impact of BACSOF's social accountability work. The consultant shall work with a team under the coordination of CEDGG Chief Executive Officer or appointed representative to develop a website with features that promote interaction with BACSOF stakeholders, information dissemination, visibility and collaboration among the crucial site users.

The specific Terms of Reference shall include,

1. Develop a New Website for BACSOF with five (4) Pages excluding the blog (Home, About us/Profile, Member Organizations/Our Members, Contacts)
2. Develop a site with up-to-date user security standards including and not limited to:

- Data Privacy Statement Footer
 - Site backup/ auto-update features
 - The site should have updated SSL certificates
3. Optimize the site for a responsive design with standard UX (User experience) for users across devices varying devices: PCs, Laptops, and Mobile phones/tablets/iPads. Plus, observe cross-browser compatibility with commonly used browsers not limited to Firefox, Internet Explorer, Safari, and Chrome, as well as Internet Explorer version 10 onwards.
 4. Develop open features for members to join our membership database. (Members Registration portal)
 5. Add a blog section and integrating content-sharing features to common social sharing sites like X (formerly Twitter), Facebook, YouTube, and LinkedIn;
 6. Browser compatibility-The site must be compatible with the current versions of the Google Chrome, Mozilla Firefox etc.
 7. The web developer will add a live chat feature to the website.
 8. The final website should have a search feature.

3. Qualifications and How to Apply

This is a short-term consultancy service open to both individuals and firms. The firms or Consultant(s) should have the following qualifications and competencies:

- Proven experience in web design and support.
- Strong experience in developing well-known and widely used open-source CMS platforms, such as Drupal, Joomla, WordPress, etc.
- Understanding of End Users needs to match with adequate technical solutions.
- Strong track record in website design, security and administration, Google analytics, and Search Engine Optimization.
- Demonstrate the ability to create innovative and visually appealing designs.
- Demonstrate a broad knowledge of current web development technologies and design tools in the field and new software and other web programming languages and programs, including using HTML, XHTML, CSS, XML, XSLT, and Java.

Note:

- Consultants are free to deploy their best applications for the site (e.g., CMS (e.g., WordPress, Weebly, Wix, Drupal, Weaverbird, or Joomla)
- Contracted consultant will hand over site administration to designated BACSOF member of staff after completion of work.
- Documents and graphics, such as logos, word, and PDF documents and images, will be provided by BACSOF.

Qualified and experienced developer(s) should provide CEDGG with;

- a) A proposal detailing his/her/their understanding of the expected work, methodology to be adopted, work schedule and the expected budget,
- b) Previous work/institutional profile, including technology expertise, relevant to the consultancy (please provide references from at least three reputable organizations where you have provided similar services),
- c) Legal status of the firm (enclose copy of certificate of incorporation/registration), copy of valid tax compliance certificate, VAT and PIN certificates,

The bid for consultancy should be addressed to:

The Chief Executive Officer,

Centre for Enhancing Democracy and Good Governance

P.O. Box 15801-20100

Nakuru.

Or e-mailed to bids@cedgg.org with the title **DEVELOPMENT OF BACSOF WEBSITE** as the subject line. The bid should be received on or before 15th November, 2023 at 17:00 EAT