Call for proposal:

Web design, implementation and support for the ICA-EU Partnerships "Global Youth Forum- Cooperative Entrepreneurship 2019" event's website

Object of the offer

The website is intended as the main access portal to the event program and submission of applications by future participants. It will feature a registration form, dynamic content (updated regularly during the preparation period and during the event itself), and static pages with general information about the event and the organizers and supporters.

1. Background

In March 2016, the International Co-operative Alliance entered into a partnership with the European Commission, ushering in a new phase of collaboration on strengthening the cooperative movement as development actors.

The ICA-EU partnership (#coops4dev🌍) aims to bring the cooperative model to the next level within international development policies and programs. It is built around activities focused on increasing visibility, enhancing advocacy, sharing capacity building, strengthening cooperative development networking, and supporting all these with evidence from exhaustive research.

Within this framework, #coops4dev🌍 is currently leading the organization of a global event focused on youth entrepreneurship "Global Youth Forum- Cooperative Entrepreneurship 2019" (GYF). The main objective of the GYF is to offer quality training sessions to young entrepreneurs and professionals with the aim of equipping them with motivation and skills needed to start or improve their cooperative – therefore a special focus will be put on promoting and supporting the capacity of youth for cooperative entrepreneurship. The participants will have the opportunity to stimulate and test innovative thinking and tools in order to explore self-employment and entrepreneurship through the cooperative model which can lead to a new generation of co-operators.

Within this framework, the 5 days event planned to happen in July 2019 in Sri Lanka will facilitate exchange of knowledge and partnerships amongst youth, youth-led organizations and youth movements to further strengthen youth participation within cooperatives.

2. Outputs

Based on the information displayed above, the services expected from this offer are:

- Design (mobile-friendly), installation and configuration of a dynamic website (in coordination with the GYF's task team)
- Publishing and formatting of the initial content
- Setup of registration form
- Training on website use for internal staff
- .Coop domain registration for 1 year
- Hosting and maintenance for 1 year
- GDPR compliance of all the functionalities of the website

3. Conditions - Schedule and payment

The GYF's registration process is intended to open no later than the second week of March. Consequently, the web designer expert must abide by the following timeframe:

- The selection of the expert will be done no later than **1st of February 2019**, and the work is expected to start the following week
- From 25th to 28th of February the web designer is expected to finalise the website and make it functional
- The registration process should be available on the website **at the latest on 1st or 2nd of March**

#coops4dev🌐 will provide all the necessary information and documents for the success of the work.

The maximum cost for the work is expected not to exceed **5000€ all taxes included**. Payment will be done by International Co-operative Alliance after the delivery of the deliverable aforementioned (i.e. website online in production) and on receipt of an invoice.

4. To be provided by applicants

The expert must apply by submitting an offer for the cost by **31 January 2019**. The applicants must commit to respect the timeline.

5. Selection procedure

The applications, including all information outlined above, should reach the International Co-operative Alliance via e-mail at teodora@ica.coop with the subject line "Application: GYF2019 Website".