



Request for Offers / Call for Tenders

Post title: Long-term contract for technical assistance in the area of website management and development.

Location: Europe

Contract Amount: Above 10.000 EUR or above 60.000 EUR over 5 years

Starting date: 15 October 2024

Publication date: 19/09/2024 – indicated deadline: 2 weeks

ABOUT THE ORGANISATION

The European Democratic Party (EDP), founded in 2004 by François Bayrou and Francesco Rutelli, is a centrist European political party that brings together political parties and MEPs who want a Union that is closer to the citizens who live in it. As a transnational political movement, the EDP aims to build a European democracy rooted in the shared values of peace, freedom, solidarity and education, with the ambition of proudly affirming its culture in the world of the future.

ABOUT THE CALL FOR TENDERS

Following the 2024 European elections, the EDP is seeking for technical assistance in the area of website management and development.

The website is currently developed on a personalised WordPress solution. The site is set up with ElementorPro. If needed, the applicants can ask more details to the European Democratic Party in order to prepare his/her reply to this call for tenders.

The EDP is funded by the European Parliament and is being regulated under the Regulation (EU, Euratom) No 1141/2014.

This call is also regulated under Article II.9 of the Funding Agreement between political parties and foundations and the European Parliament.

TENDER REQUIREMENTS

The contractor or contractors is/are required to provide the following services:

- Website hosting
 - If possible, sustainable solutions
 - Security protocols needed – Domain privacy, DNS fast anycast, SSL certificates. Security monitoring 24/7.
 - Backup protocols performed on a daily basis.
 - Realtime monitoring and site restoration within the hour in the event of a technical difficulty.

EUROPEAN DEMOCRATIC PARTY

Rue Montoyer 25
1000 Bruxelles
Belgique

+32 2 213 00 13
info@democrats.eu
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- Disaster management procedure with 16h SLA (maximum defacement 16h)
- Website management:
 - Updating the WordPress core system and any plugins.
 - Checking continuously html structure
 - Optimising images
 - Checking SEO performance (pagespeed insights)
- Website development :
 - Consulting, design, preparation for/of new added functionalities and webpages
 - Priority support (telephone, video)
 - SEO/SEA referencing development

Any solution suitable for dynamic page building (e.g., Elementor Pro, Divi, etc.) is welcome, provided that it can be optimised and achieves appropriate scores in Google Core Web Vitals. The solution must ensure proper indexing and provide a good user experience, with a minimum score of 70/100 for mobile and 90/100 for desktop.

The provider must ensure an adequate technical level to find cross-cutting solutions for the most common issues of a WordPress website, such as database optimisation, usability of static/dynamic pages, image compression, and optimisation. The provider should be capable of addressing both the software layer (WordPress and its plugins) and the infrastructure layer (hosting, dedicated server, etc.).

- Training of EDP staff members on the WordPress-based CMS. It is important that the site can be driven (at least from a content editing point of view) by our in-house team.

The first two points will be done by the vendor on a yearly basis and the third point completed on a monthly basis – up to 4 days a month).

Consultant's profile:

- More than three years of experience in the area of website design
- More than three years of experience in the area of WordPress development

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EDP is interested in a long-term working relationship and will offer a contract until 30 June 2029 in view of the 2029 European elections. The contract will be subject to a performance review every six months. Contract can be terminated with 2 months' notice.

EVALUATION CRITERIA

The elements we will consider determining the best price-quality ratio are:

- Ability to communicate in different languages, especially in English and French (20%)
- Time required to deliver the requested deliverables (20%)
- Price and economic advantage (25%)
- Technical merit (35%): the consultant's profile should be:
 - More than three years of experience in the area of website design
 - More than three years of experience in the area of WordPress development

The exclusion criteria are set out in Annex II: Declaration on the tenderer's honour concerning the exclusion and selection criteria. This declaration must be completed and signed by the tenderer.

Only tenderers (all participating entities, including subcontractors and consortium members) which are not in one of the situations listed in Annex II, including

- Bankruptcy or suspension of payments
- non-payment of taxes or social security contributions;
- grave professional misconduct
- fraud, corruption, involvement in a criminal organisation, etc;
- serious breach of contract

can participate in this tender process.

TENDERING PROCESS

Please apply by sending a detailed proposal in French or English, including all the below elements:

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1. Overview of your company/consultant, including its background, experience, and expertise in providing website management services
2. Methodology and approach to ensure accurate and timely work.
3. Annex I – Pricing template
4. Annex II – Selection and exclusion criteria

Interested contractors/suppliers should submit their offer, together with their portfolio to show eligibility to the tender requirements and its Annex, no later than midnight (CET) on 29 September 2024 to: procurement@democrats.eu with the subject line "EDP Long-term Website work".

Your personal data will be processed solely by EDP and only for the purpose specified in this call. It will be stored safely and securely following the GDPR laws. To ensure GDPR compliance please include the following sentence to the body of your email confirming your consent: "I agree to the European Democratic Party processing my data for the purpose of the Call for Tenders procedure".

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