United Nations
SOUTH AFRICA-PRETORIA
OFFICE OF THE UN RESIDENT COORDINATOR

Call for Proposals

Communications platform design, Layout and Blogger for the United Nations joint innovative programme on Foresight for the UN's cooperation in South Africa

October - December 2018 (3 months assignment)

Background

The United Nations in South Africa is in the process of rolling-out out an innovative programme on incorporating foresighting techniques to better respond to South Africa's political and socio-economic environment. In partnership with the Centre for Public Service Innovation (CPSI) the United Nations aims to build a sustainable culture around foresighting, anticipatory governance and innovation in policy, long term-planning and decision-making.

The overall objectives of the Foresighting programme are to:

- Break new ground to ensure transparency and accountability of UN investments in country
- Plan with the long term in mind: Looking 15-50 years into the future and supporting government partners to overcome short-termism
- Make it possible for citizens to use data to drive public accountability
- Model the UN's role in channelling new asset classes to support government's advance towards achieving the Sustainable Development Goals
- Design, delivering and monitoring forward-looking public service programmes drawing on the best minds in the country they serve; channelling collective intelligence.
- Support government to engage with new developments in public service innovation, transparency standards, new finance mechanisms and new data through risk management, privacy and ethics frameworks.

The CPSI and UN Country Team (UNCT) are seeking a new-media communications tool designer who will assist in creating an online presence for the programme, through website and blog design and use of new media to communicate about the programme.

Deliverables

The UNCT will expect the following deliverables from the selected service provider:

- Design of an innovative website linked to other communication tools and mobile applications

- Innovative blogs, one posted with the launch of the website, subsequent blogs on on a bi-monthly basis on the progress of the programme, specific opinions of stakeholders, reflections, etc.

- Product launch to partners and the UN in South Africa on the use of the communications tools.

- Transfer of knowledge to UN staff for the maintenance of the web-platform

Specifications (TBC)

An interactive user-friendly website that allows users to interact, have dialogue and communicate across various identified platforms. This includes features such as;

- Active pages linked to the CPSI and UN in South Africa websites

- Interactive blog section

- live chat pop-up

- Help screen

- Active commentary section

- Active links to social media accounts

- Repository/ Searchable database of case studies, research and related documents on foresighting

- Link to selected foresighting initiatives

Time frames and fee

Cost of the overall project will include design, layout, maintenance and launch of the communication platform and tools to the United Nations and partners.

Proposals to be submitted to the United Nations by 07th October 2018.

Required Competencies and Knowledge

A bachelor degree/diploma in Information technology and Web-design

Individual consultant should have a minimum of five-year experience in the design, layout and online-media communications.

Experience in developing content management systems

Experience in working with tight schedules

Shown capacity of delivery on time

Prior experience in design and development of communications platforms for the UN preferable

Evaluation Criteria

Criteria	Weight	Max. Point
Technical		
Bachelor Degree/Diploma in IT/Web-design	30 %	30
At least five years experience in design layout and online media communications	50%	50
Experience in the UN system programs and design in UN communications platform	20%	20
TOTAL	**100%**	**100**

Proprietary rights

Outputs delivered under this contract will remain the property of the UN Country Team, as per the terms and conditions of individual consultants and contractors outlined in the UNDP contract guidelines. The communications tools will be published under Creative Commons Attribution-Non Commercial-No Derivative Works 3.0 license and line with UN Communication Guidelines.

How to apply

Interested service providers should send a quotation and short proposal on innovative communication platforms for the programme to procurement.za@undp.org by close of business Friday 07th October 2018.