

REQUEST FOR PROPOSAL

***ABS Chennai***

***UREKA – Phase 1***

***(UK Relations Enhanced through Konnecting Alumni)***

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## Summary and Background

*The UREKA - India project aims to leverage technology through multiple entry points for UK Alumni and students across generations and connect them on a single platform to enhance collaboration and networking for furthering their skills and for professional development*

*The objectives include: (i) to collate alumni data; (ii) to conduct geographical mapping of alumni; (iii) to categorise alumni requirements under three heads, viz., professional, personal and social; (iv) to offer customised settings according to user preferences; (v) to enhance skills development; (vi) to establish platform for networking and interaction; (vii) to facilitate fund-raising.*

*It's a project initiated by the Association of British Scholars Chennai (ABS Chennai), with funding from British Council India.*

## Proposal Guidelines

*If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organizations being contracted.*

*All costs must be itemized to include an explanation of all fees and costs.*

**Total Budget for the Phase 1 of the project: INR 170,000 inclusive of GST**

*Contract terms and conditions will be negotiated upon selection of the winning bidder for this RFP. All contractual terms and conditions will be subject to review by ABS Chennai legal department and will include scope, budget, schedule, and other necessary items pertaining to the project.*

## Project Purpose and Description

*Aim is to create a web platform to*

- Focus on recent returnees (1 to 5 years) across the country, with an initial focus of South India
- Help expand and strengthen alumni database – take support from ABS chapters across the country to invite existing members
- Focuses on employability, enrichment or professional development

## Project Scope

*The scope of this project includes all design, development, coding and hosting of UREKA. All text and copy will be provided to the selected bidder by ABS Chennai team for inclusion in the design of the new web site.*

*The selected bidder will be responsible for planning and conducting a thorough market research portfolio with assistance from ABS Chennai.*

*The following criteria must be met to achieve a successful project:*

- *Website User Experience Study & Design*
- *Visual Design*
- *Platform Development*
  - *Profile Creation by Alumni and showcasing their skills + what kind of opportunities they are looking for + what background of alumni would they like to connect to (e.g. People who have experience in renewable energy)*
  - *Advanced search for alumni to search other alumni from their school/college or alumni from specific industries or alumni with specific skills*
  - *Networking & Building Connections by adding friends + private messaging within the platform*
  - *Groups will created by us and alumni can also create their own groups where conversations can take place – could be a) interest/skill based b) industry based c) community initiative based*
  - *Activity Feed and visual dashboard to allow alumni to stay engaged*
  - *Complete Career Platform where alumni can post jobs from their startups and companies and other alumni members can apply for those jobs*
- *Content Creation + Search Engine Optimization*

## Request for Proposal and Project Timeline

*The Request for Proposal should provide known information about the timeline for the RFP process as well as the project itself. Much of the project timeline will be determined in the project initiation and planning phases once the winning bidder is chosen. However, any known deadlines or timeframes should be listed in this section.*

*Request for Proposal Timeline:*

*All proposals in response to this RFP are due no later than 10 days from the date of RFP (10<sup>th</sup> Dec, 2017) i.e. 20<sup>th</sup> Dec 2017. All RFP submissions to be emailed to [jvchawla@gmail.com](mailto:jvchawla@gmail.com) and [abschennai@gmail.com](mailto:abschennai@gmail.com)*

*Evaluation of proposals will be conducted from 20<sup>th</sup> Dec to 30<sup>th</sup> Dec, 2017. If additional information or discussions are needed with any bidders during this window, the bidder(s) will be notified. The selection decision for the winning bidder will be made no later than one week.*

*Upon notification, the contract negotiation with the winning bidder will begin immediately. Contract negotiations will be completed.*

*Project Timeline:*

*Project planning phase must be completed by January 10, 2017. Project go live phase Feb 10, 2018.*

## Budget

*All proposals must include proposed costs to complete the tasks described in the project scope. Costs should be stated as one-time or non-recurring costs (NRC) or monthly recurring costs (MRC). **Total Budget for the Phase 1 of the project: INR 170,000 inclusive of GST***