

Request for Proposal (RFP) for Development of the Climate Change Online Platform

1. Introduction

Resilience, Environment, and Humanitarian Aid (REHA) is seeking qualified firms to develop a Climate Change Online Platform as part of the “Creating UNDP Knowledge Products and Empowering Climate Leaders” project. This platform aims to serve as a virtual space for climate activists, experts, students, and interested individuals to exchange knowledge, engage in discussions, and collaborate on climate action initiatives.

2. Background

REHA is committed to enhancing climate change activism and understanding through innovative solutions. The Climate Change Online Platform will facilitate communication, knowledge sharing, and resource access among diverse users, including young activists, environmental experts, and individuals without formal backgrounds in environmental science who are interested in climate issues.

3. Objectives

- **Overall Objective:** To create an accessible and inclusive online platform that facilitates dialogue, knowledge sharing, and collaboration among climate change activists, experts, students, and interested individuals, ultimately enhancing climate change activism and awareness.
- **Specific Objectives:**
 - Develop a user-friendly online platform with robust user management functionalities.
 - Enable online discussions and virtual meetings among users.
 - Provide comprehensive links to relevant climate change resources and organizations.
 - Foster a community of practice focused on climate change advocacy, education, and action.
 - Create a dedicated space for individuals without formal backgrounds in environmental science to learn and contribute.

4. Scope of Work

The development of the Climate Change Online Platform will encompass the following components:

4.1 Platform Design and Development

- **User Interface (UI) Design:** Create an intuitive and engaging UI that caters to a diverse audience, including young activists, experts, and non-specialists.
- **User Experience (UX):** Ensure seamless navigation and accessibility across devices, prioritizing usability for individuals with varying levels of tech-savviness.
- **Platform Architecture:** Build a scalable architecture to handle user traffic and data storage, ensuring security and reliability.

4.2 User Management

- **User Roles:** Define user roles (e.g., admin, expert, student, activist, general public) with corresponding permissions to facilitate interaction and content contribution.
- **Registration/Login:** Implement secure registration and login processes, including email verification, password recovery options, and social media integration for ease of access.

4.3 Communication Features

- **Chat Rooms:** Develop chat rooms for real-time discussions, categorized by topics of interest, allowing users to engage in focused conversations.
- **Virtual Meeting Integration:** Enable virtual meeting capabilities (e.g., video conferencing) for users to collaborate on projects and initiatives.
- **Forums and Discussion Boards:** Create forums for asynchronous discussions, allowing users to post questions, share insights, and collaborate over time.

4.4 Resource Hub

- **Resource Centralization:** Establish a centralized hub with links to credible climate change websites, portals, and organizations (e.g., National Environmental Protection Agency of Afghanistan, UNFCCC, GEF, GCF, UNEP...).
- **Knowledge Base:** Develop a repository for articles, research papers, case studies, and educational materials related to climate change, accessible to users of all backgrounds.
- **Learning Modules:** Offer structured learning modules and webinars for users interested in gaining a deeper understanding of climate issues, tailored for both novices and experts.

4.5 User Engagement

- **Interactive Features:** Implement features that encourage user participation, such as polls, surveys, quizzes, and user-generated content submissions.
- **Event Organization:** Organize online events, webinars, and discussions to foster community engagement and knowledge sharing.
- **Mentorship Program:** Facilitate a mentorship program connecting experienced professionals with newcomers interested in climate action.

5. Deliverables

- A fully functional Climate Change Online Platform with:
 - User management system and defined user roles.
 - Chat rooms, forums, and virtual meeting capabilities.
 - A comprehensive resource hub with links to relevant organizations and educational materials.
 - Documentation outlining platform features, user guidelines, and maintenance procedures.
- A report on user engagement and feedback after the initial launch, including recommendations for further enhancements.

6. Timeline

- **Phase 1:** Needs assessment and platform design (Week 1)
 - Requirements gathering and stakeholder consultations
 - UI/UX design development
- **Phase 2:** Development and testing (Week 2-5)
 - Platform development and implementation of user management system
 - Testing communication features and resource hub
- **Phase 3:** Launch, user training, and feedback collection (Week 6)
 - Official launch of the platform
 - User training sessions and collection of initial feedback
- **Phase 4:** Monitoring and evaluation (Week 7 onwards)
 - Continuous monitoring of platform usage and user engagement metrics
 - Regular evaluations to assess the effectiveness of the platform and make necessary adjustments

7. Budget

The interested firm will provide a detailed budget covering cost related to platform development, hosting, maintenance, user engagement activities, and outreach efforts to attract a diverse user base.

8. Stakeholders

- REHA Organization
- UNDP
- Climate activists, experts, and students
- Relevant governmental and non-governmental organizations

- The general public interested in climate change

9. Proposal Submission Requirements

Interested firms should provide the following in their submissions:

- **Technical Proposal:**
 - Company profile and relevant experience.
 - Detailed approach and methodology for platform development.
 - Project timeline and key milestones.
 - Proposed features and functionalities of the platform.
- **Financial Proposal:**
 - Detailed budget breakdown, including development, hosting, maintenance, and user engagement costs.
 - The Payment terms and conditions will be according the REHA SOPs.

10. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Relevant experience and expertise in similar projects.
- Quality and feasibility of the proposed approach.
- Cost-effectiveness of the financial proposal.
- Ability to meet project timelines.

11. Submission Deadline

All RFPs must be submitted by 18 Jan 2025, to procurement@reha.org.af email, or physically to REHA HQ office, located at House #6, Omar Jan Kandahari Mosque Street, Pule Surkh, Kart-e-Char, District #3, Kabul, Afghanistan. Late submissions will not be considered.

12. Contact Information

For further information or clarification, please contact:

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