

Terms of Reference

Project	DIP Project
ToR Number (Please refer to it when applying your offer)	DIP/05/2022
Period of Performance	January 2023 – December 2024
Location	Remote
Date of announcement	January 31 st 2023
Activity Title	Online Portal Development Expert

1. Background

Leaders International (LI) plans and delivers innovation and economic development interventions with a particular focus on private-sector development, entrepreneurship, job creation, digital transformation, and access to markets. The organization manages a multi-million active portfolio of grants and service contracts to ensure the economy's access to the necessary means and resources for development and economic prosperity. Through its projects, LI leverages its expertise in research, strategy, and management to provide its beneficiaries with sustainable technical and financial assistance, and build their capacity and resilience to adapt to different economic challenges.

2. Project Background

In light of increased social tension and the spread of harmful media content in the MENA region, Digital Innovations for Peace (DIP) aims to nurture the resilience of societies in Libya, Algeria, Tunisia, Palestine, Jordan, and Lebanon in the digital sphere. To achieve this, LI will bring together creative entrepreneurs, digital technology activists, and media professionals to support the development of innovative media and information literacy solutions, with a special focus on tackling disinformation. Furthermore, the project will create a cross-regional network for professional exchange and capacity building to promote innovative, high-quality reporting on conflict-related topics. Ultimately, the project will find innovative, localized ways to make use of the ongoing digital transformation to develop and ensure the viability of quality media in the region.

3. Scope of Work

- Code and customize the portal's content management system and database to host hundreds of open-source tools and resources (backend development).
- Communicate with project's team to design the graphics of portal.
- Design and code the portal's layout/user interface and user experience as required after consulting with the project's team.
- Upload a collection of carefully collected open-source solutions to the website and ensure the user's easy access and utilization of each.
- Develop SEO-friendly content for the portal.
- Run SEO audit, and ensure that portal tags, keywords, and titles for each page/section is provided in the content management system.

- Apply Google Analytics and other analytical tools to be able to monitor and track visitors and subscribers on the portal.
- Ensure the portal's responsiveness to all types of screens (mobile, tablet, desktop).
- Test and troubleshoot the portal and all its applications on various browsers (chrome, internet explorer, etc.).
- Test the portal for bugs, security issues, errors, and user friendliness

4. Expected Deliverables

The expert is expected to submit the below deliverables, along with any additional documents as requested by the Project Coordinator in later stages based on the nature of their work.

- Outline the products and/or services that will be delivered;
- Online Web Portal.

5. Qualifications Required

The applicant shall have the following qualifications:

- A degree in Computer Science or related field, or equivalent industry experience;
- Familiarity with Agile development methodologies and experience in project management;
- Strong front-end web development skills, including experience with HTML, CSS, JavaScript, and responsive design;
- Strong back-end web development skills, including experience with database management, server-side scripting, and CMS customization;
- Experience with open-source solutions and tools;
- Familiarity with SEO best practices and experience with SEO audit;
- Experience with Google Analytics and other analytical tools;
- Knowledge of cross-browser compatibility and experience with testing and troubleshooting;
- Strong understanding of web security principles and experience with identifying and resolving security issues;
- Strong communication and collaboration skills as this role may involve working with a team of designers, developers and communications personnel.

6. Documents to be submitted

The application must contain the following documents:

1. Financial Offer (attached to this ToR).
2. Company profile or CV (individual consultants)

7. Taxes and other Terms:

- The offer should be including VAT;
- For individual consultants, Applicable tax laws apply.

Please submit all required documents to procurement@leadersinternational.org no later than February 7th 2023 **in EUR Currency.**

FINANCIAL OFFER FORM FOR

DIP Project

Please fill in the table below and submit it along with your CV or company profile

To: procurement@leadersinternational.org

Name of subject: **DIP/05/2022- Online Portal Development Expert**

First Name, Last Name	
Address	
Mobile	
E-mail address	
Nationality (for tax purposes)	
Expected daily rate in EUR	
Expected Working Days	