



Vienna, March 2023

Call for Tender: E-Democracy Portal

Setting up an E-Democracy Portal for youth participation based on the open-source tool DECIDIM in the framework of the project „My Participation Revolution” (CERV-2022-CITIZENS-CIV – 101081596 - MyRevolution)

1. Background information

The Austrian NGO **Südwind** has been campaigning for sustainable global development, human rights and fair working conditions worldwide for over 40 years.

Südwind's key fields of action are Global Education/Global Citizenship Education (GCE) and the introduction of international development issues and concerns into civil society initiatives, mostly via events and campaigns. The work also includes lobbying relevant political decision-makers. Südwind informs about international development-related issues and critically questions policies that maintain or increase inequality, ostracize the socially powerless, and breach basic human rights.

Südwind develops solutions, procedure alternatives, and visions for global justice through dialogue with partners from civil society and developing countries.

Since January 2022, Südwind is leading the project “My Participation Revolution”. The project, funded by the Participation Strand of the CERV (Citizens, Equality, Rights and Values) Programme of the European Union, is implemented in partnership with other non-profit organisations in the following EU countries: **Austria, Poland, Italy and Slovenia.**



Co-funded by the
European Union

Views and opinions expressed are however those of the partnership only and do not necessarily reflect those of the European Union or the Citizens, Equality, Rights and Values Programme (CERV). Neither the European Union nor the granting authority can be held responsible for them.

The specific objectives of the project are:

- ENGAGE young people in the political process by providing opportunities to find and formulate their demands and wishes.
- CONNECT young people of 4 different countries and beyond transnationally through youth conferences and the e-democracy portal to discuss, refine and agree on their demands in a Central European Youth Manifesto.
- EMPOWER first and second time voters in 2024 by advocacy seminar and tools to express their wishes and voice their demands to politicians and officials in the European Parliament.

The projects addresses primarily young people, especially first and second time voters in the European elections 2024 (age 15-22 depending on different voting ages in the countries) and decision makers, journalists and the general public.

As one of its various Work Packages **the project intends to set up an e-democracy portal in parallel and in between the two European Youth Conferences in September 2023 and spring 2024. The portal will be used by youth to share, discuss and vote on ideas and joint demands. It will be easily accessible to conference and workshop participants and beyond (170 participants total). This will help to involve more young people not participating in the conferences and also help the conference participants to innovatively work together on wording of their demands.**

The setup of the E-Democracy Portal will engage young people in the creation and delivery of digital participation services and enhance the use of new technologies and digital tools for inclusion and participation in youth participation.

Target groups: young people, especially first and second time voters in the European elections 2024 (age 15-22 depending on different voting ages in the countries)

Project Partners: Südwind, VHS Vienna (AT), WeWorld (IT), Buy Responsibly Foundation-BRF (PL) and Focus (SI)

2. Nature and Scope

Südwind is looking for a qualified applicant to:

Develop an E-Democracy Portal for youth participation based on the open-source tool DECIDIM

It should be ensured that the experiences collected during the project activities will be fed back to the DECIDIM open source communities and DECIDIM cities network to enable uptake and replicability in other youth participation and similar projects. The developed E-Democracy Portal specifically adapted and proven for young people can be adapted after the project end

by other organisations and projects, youth organisations, as well as political actors and municipalities and the DECIDIM open source community.

3. Technical Framework

- Prior needs assessment workshop with all My Participation Revolution project partners to define the concrete needs of the target group
- Graphic and programming customization and implementation of the open source tool DECIDIM for the context of participatory processes with young people in English
- Must-have components:
 - Proposals for idea collection (crowdsourcing),
 - Participative text work for the Central European Youth Manifesto
 - Voting for proposals
 - Elections of representatives
 - Surveys
 - Meetings
- Additions and adaptations specifically adapted for the My Participation Revolution project according to the needs assessment workshop
- User friendly interface appealing to young people
- Gamification component and motivation to get support for own ideas
- Easily mobile first accessible portal
- Social media integration (for login options as well as for sharing proposals) incl. Instagram and TikTok if possible
- Easy import of text and/or upload of voice-mail and video messages
- Optimized export of findings in clustered forms
- Prevention of hate speech
- The main language of the portal is English. If possible national languages of partner countries are an asset (German, Polish, Slovenian, Italian).
- The E-Democracy Portal needs to include the project logo and EU visibility
- Hosting and Service contract for 2 years keeping the platform operative until the end of 2025 minimum
- Feed back of experiences collected during the project activities to the DECIDIM open source communities and DECIDIM cities network and preparation of adaptation as model for participative democratic engagement tool for young people in other projects in collaboration with project partners

4. Legal requirements

Offers are accepted from all countries of the project partnership (Austria, Poland, Italy, Slovenia) as well as from applicants in the European Union having a strong and proven link to one of those countries.

5. Timeline

Deadline for submission of further clarification requests:	26.04.2023
Deadline for submission of offers:	30.04.2023
Contract signed:	May 2024
First meeting for conceptualization/needs assessment:	End of May 2024
Prototype finalization and testing:	August 2023
Launch of E-Democracy Portal: The E-Democracy Portal is developed, adapted and ready to use for youngsters	September 2023
Inclusion of improvements after a pre-defined testing period:	Until December 2023

After five months of online demand raising, discussion and participative text work supported by accompanying webinars by the project to raise participation. the young people's demands are refined and downloaded for further work and finalization in the second European Youth Conference.

After the presentation of the My Resistance Revolution Manifesto in the European Parliament (Autumn 2024) the E-Democracy Portal will be evaluated. For this purpose, DECIDIM survey possibilities including quantitative and qualitative feedback possibilities are used as well as a final evaluation by the partnership.

After that the manifesto will be presented on the E-Democracy Portal and the portal will be prepared for adaptation as model for participative democratic engagement tool for young people in other projects (e.g. Erasmus+, CERV).

All meetings between Südwind, the service provider and the project partners can be done online.

6. Budget available

Ca. 7.000-10.000 EUR

Costs related to the submission of the offer will not be refunded.

7. Provisions

Applicants should provide the following documents

1. Description of the service provider and the staff who will be working on the assignment as well as documents about working experience on DECIDIM, digital participation and youth participation.
2. Short concept of implementation including the details and dates mentioned above
3. Budget breakdown including all costs (incl. VAT)
4. Timetable for the assigned activities
5. Signature of the service provider (legal representative)

The offer has to be provided in English. The working language is English.

8. Contact and deadline for submission

Interested applicants are invited to send their offer and the above mentioned documents to Südwind, only through e-mail to the address sonja.graf@suedwind.at AND julia.weber@suedwind.at putting “**Südwind Tender DECIDIM for My Participation Revolution**” in the subject line.

Submission deadline: 30 April 2023 until 00:00 p.m. (CET)

Questions can be sent via e-mail until 26 April 2023.

9. Assessment and evaluation criteria for the offers

The project’s selection committee will assess the offers in accordance with the following criteria:

- Experience in the field of the assignment // 40 %
 - level of knowledge on digital participation and youth’ participation
 - level of knowledge on DECIDIM – a digital platform for citizen participation and the Conference on the Future of Europe
 - level of experience on implementing DECIDIM platforms
- Proposed implementation strategy and method within the given timeframe // 30%
 - Proposed implementation strategy, approach and method
 - Proposed timeframe
- Costs and quality of the project // 30%

Should the Südwind selection committee consider it necessary, candidates will be asked to provide additional information.

If necessary, (online) meetings with the pre-selected candidates will be arranged.

Finally, Südwind will select the offer and propose the applicant to sign a contract in accordance with Austrian law.

10. More information about Südwind and “My Participation Revolution”

Südwind: www.suedwind.at

My Participation Revolution: <https://www.suedwind.at/myrevolution/>