



Dornbirn, im Juni 2022

Call for Tender: E-Participation Tool

Setting up a digital platform for citizen participation of migrants based on the open-source tool DECIDIM in the framework of the project „EMVI – Empowering Migrant Voices on Integration and Inclusion Policies“(101038549 – EMVI) as well as adaptation in 5 EU member states

1. Background information

The Austrian NGO **Südwind** has been campaigning for sustainable global development, human rights and fair working conditions worldwide for 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 “ **EMVI – Empowering Migrant Voices on Integration and Inclusion Policies** ”. The project, funded by the Asylum, Migration and Integration Fund of the European Union, is implemented in partnership with other non-profit entities and local authorities in the following EU countries: **Austria, Germany, Greece, Italy and Slovenia.**

resp. partner municipalities as there are Migrants Advisory Council of **Graz**, Marktgemeinde **Lustenau (AT)**, Bezirksamt **Berlin Mitte (DE)**, Commune di **Empoli (IT)**, Symbiosis - **Herakleio (GR)**, **Slovenian Municipalities (SI)**.

The general objective of the project is to promote the participation of migrants (including refugees and asylum seekers), EU citizens with migrant backgrounds, migrant communities and diaspora organisations in the design and implementation of policies of their concern in their municipalities and in their region as well as on national and EU level.



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 Asylum, Migration and Integration Fund (AMIF). Neither the European Union nor the granting authority can be held responsible for them.

The expected outcomes are:

1. increase the participation of migrants, based on empowerment of migrants to become actors of inclusive policies
2. increase the capacity of local and regional authorities to effectively consult migrants and
3. establish innovative participation tools and open new spaces for migrant voices and structured ways of consultation.

The projects addresses migrants' communities, migrants' organisations, decision makers, journalists and the general public.

In addition to the various project activities, **the project intends to set up innovative consultation mechanisms in AT, DE, GR, IT and SI to open new spaces for migrant voices and structured ways of consultation and participation for migrant communities in close cooperation with the local authorities involved, to be shared on regional, national and European level.**

The setup of a digital citizen-participation platform will engage migrants in the creation and delivery of digital public services and enhance the use of new technologies and digital tools for inclusion and participation.

Target groups: Project partners, migrant organisations, migrant communities, stakeholders and local authorities

Project Partners: Südwind, Marktgemeinde Lustenau and MIB Graz and ADYFE (Austria), COSPE and Commune di Empoli (Italy), moveGLOBAL and Bezirksamt Berlin Mitte (Germany), Symbiosis (Greece), Mirovni Institut and Kulturno drustvo Gmajna and Skupnost Obicin Slovenije (Slovenia)

2. Nature and Scope

Südwind is looking for a qualified applicant to

- develop a digital platform for migrants' participation based on the open-source tool DECIDIM (**Module 1**)

and/or

- adapt it to the 6 local contexts: Implementation in the partner municipalities with the specific national language, usability features and corporate identity

Module Graz (AT)

Module Lustenau (AT)

Module Empoli (IT)

Module Herakleio (GR)

Module Berlin Mitte (DE)

Module Slovenian Municipalities (SL)

Furthermore, 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.

The application can be done either for all modules or one of the local modules as well as only for module 1.

3. Technical Framework

Module 1

- Assessment workshop with the partnership 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 migrants in English
- must-have components:
 - Proposals for Idea collection (crowdsourcing),
 - Surveys,
 - Meetings,
 - Voting
- Additions and adaptations specifically programmed/adapted for the EMVI project according to the Needs assessment workshop (e.g. include migrant languages, automatic prevention of spam/hate speech)
- User friendly interface
- Mobile first approach
- Social media integration (for login options as well as for sharing proposals)
- Easy import of text and translation and/or upload of voice-mail and video messages
- Optimized export of findings in clustered forms
- Prevention of hate speech
- Hosting and Service contract for 3 years keeping the platform operative until the end of 2025 minimum

National Module(s):

- Needs assessment workshop on national/local level with the respective partners to define the concrete needs of the local target group for local adaptation.
- adaptations of Module 1 into the national language (German, Italian, Greek and Slovenian) and local adaptation
- Plus the national relevant migrant languages if available
- Adaptations including the local CI (e.g. of the municipality)
- Hosting and Service contract for 3 years keeping the platform operative until the end of 2025 minimum

4. Legal requirements

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

5. Timeline

Module 1:

Contract signed: end of August 2022

First meeting for conceptualization/needs assessment: beginning of September 2022

Platform launch: January 2023

Inclusion of improvements after a testing period until June 2023

National Modules:

Contract signed: September 2022

Needs assessment: December 2022

National adaptations after platform launch: January 2023

The meetings can be done online.

6. Budget available

Module 1: Implementation of digital platform for EMVI: 12.000 EUR

National Modules with adaptations: 3.000 EUR each.

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

7. Provisions

Applicants should provide the following documents

1. Description of the provider and the staff working on the tender and documents about working experience on DECIDIM, digital participation and migrants' participation.
2. Short concept of implementation including the details and dates above mentioned according to each modul applicable.
3. Budget including all costs (incl. VAT)
4. Timetable for the assigned activities
5. Signature of the service provider (legal representative)

The proposal 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 vbgsuedwind.at putting "Südwind Tender DECIDIM" in the subject line.

Submission deadline: **08th of August 2022** until 12:00 p.m. (CET)

Questions can be sent via e-mail until 18th of July.

9. Assessment and evaluation criteria for the tender

Südwind's evaluation committee will assess the tenders in accordance with the following criteria:

- Experience in the field of the assignment // 40 %
 - level of knowledge on digital participation and migrants' participation
 - level of knowledge on DECIDIM – a digital platform for citizen participation
 - 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 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 “EMVI”

Website Südwind: www.suedwind.at

Website EMVI: www.diaspora-engagement.eu (operative from July 2022)