

Call for Tender

ASEF.org Website Revamp 2019

LOOKING FOR	Web design agency to assist in the website revamp process and redevelop ASEF.org
DEPARTMENT	Communications
DEADLINE OF SUBMISSIONS	11 March 2019
CONTACT PERSON	Gaffar ABDUL (gaffar.abdul@asef.org)

Tender for Proposal

The website of the Asia-Europe Foundation (ASEF) is due for a major overhaul. Having been developed nearly a decade ago, ASEF.org runs on an outdated Content Management System that is inefficient, unintuitive and lacking modern functionality. Its design is cluttered, and user experience is therefore severely affected. Furthermore, organisational evolution necessitates an update of site architecture. ASEF.org currently runs on a customised version of Joomla 2.5.28.

We are currently soliciting quotations from web design agencies. Your company is invited to tender.

Overview of Requirements

Interested parties should deliver the following:

- A brief description of the design concept for the website (both front- and back-end)
- A detailed proposed cost breakdown, including
 - Site evaluation and needs analysis in consultation with ASEF staff
 - Review of current site architecture and design of new site architecture
 - Design and development of a new ASEF.org
 - Design and implementation of a new Content Management System
 - Creation of guidelines for end users
- A timeline for completion of project
- A selection of past work particularly relevant to ASEF

About the the Asia-Europe Foundation (ASEF)

The Asia-Europe Foundation (ASEF) promotes understanding, strengthens relationships and facilitates cooperation among the people, institutions and organisations of Asia and Europe. ASEF enhances dialogue, enables exchanges and encourages collaboration across the thematic areas of culture, education, governance, economy, sustainable development, public health and media. ASEF is an intergovernmental not-for-profit organisation located in Singapore. Founded in 1997, it is the only institution of the Asia-Europe Meeting (ASEM).

ASEF runs more than 25 projects a year, consisting of around 100 activities: mainly conferences, seminars, workshops, lectures, publications, and online platforms, together with about 125 partner organisations. Each year over 3,000 Asians and Europeans participate in ASEF's activities, and much wider audiences are reached through its various events, networks and web-portals. For more information, please visit www.ASEF.org.

Submission and Contact

Interested parties should send in their proposals and queries to Mr Gaffar ABDUL at gaffar.abdul@ASEF.org by 11 March 2019.