



Feldkirch, in August 2024

Call for Tender: E-Participation Tool

**Updating and adaptation
of 6 digital platforms developed in AMIF-EMVI
and Set-up of 2 new digital platforms for citizen participation of migrants
based on the open-source tool DECIDIM
in the framework of the project „EMV-LII – Empowering Migrant Voices on Integration
and Inclusion Policies“(101141138 – EMV-LII).**

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 March 2024, Südwind is leading the project “ **EMV-LII – Empowering Migrant Voices for Local Integration and Inclusion**”. 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, Slovenia, Croatia and Luxembourg.**

Partner municipalities are Migrants Advisory Council and Municipality of **Graz**, Marktgemeinde **Lustenau (AT)**, Senate **Berlin (DE)**, Commune di **Empoli (IT)**, Irakleion Development Agency (GR), **Ljubljana Municipality (SLO)**, **Medimurje County (HR)** and **Schifflange (LU)**.

The general objective of the project is to support the development and implementation of local integration strategies by increasing migrants' and Diaspora organisations' participation for more effective inclusion at local and regional level, with a special emphasis on including migrants with specific needs focussing on persons in need of international protection, young migrants and women.



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 specific objectives are:

1. Strengthened and empowered participation of migrants in local integration, through trainings and capacity building
2. Increased capacity and willingness of local and regional authorities to engage migrants in local integration strategies
3. Strengthen participation mechanisms for local integration

The project addresses migrants' communities, migrants' organisations, **migrants' advisory councils, local authorities**, decision makers, journalists and the general public.

In addition to the various project activities, **the project will**

- update, maintain, adapt and enhance with new processes the 6 e-participation portals for migrant participation in local areas that have been developed and piloted in AMIF-EMVI-project (Lustenau and Graz (AT), Ljubljana (SI), Berlin (DE), Empoli (IT), Irakleion (GR))

- develop and introduce new e-participation portals for the local areas Medimurje county (HR) and Schifflange Municipality (LU) based on EMVI good practice.

Thereby support and structure issue raising for development, enhancement or implementation of local integration strategies through innovative consultation mechanisms 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.

Thereby the project responds to the need identified in the application, which is:

Digitalisation needs to include migrants: Forthcoming Digitalisation of governments at all levels can facilitate access to digital public services and enhance participation only if it is ensured that

- digital public services are **inclusive by design**, easily accessible and adapted to a diverse population and that migrants are consulted in their creation and further development.
- Digital services and participation are **designed in co-creation** with citizens, including migrants
- Migrants' digital skills are built to fully benefit from online services including digital literacy courses for migrants to be included in integration programmes, including using available EU funds as emphasized by the EC Action plan

Target groups: migrant organisations, migrant's advisory councils, migrant communities, stakeholders and local authorities, project partner organisations

Project Partners: Südwind, Marktgemeinde Lustenau and MIB Graz and city of Graz, ADYFE (Austria), COSPE and Commune di Empoli (Italy), moveGLOBAL and Senate Berlin (Germany), Symbiosis and Irakleion Development Agency (Greece), Mirovni Institut and Kulturno drustvo Gmajna and Skupnost Občin Slovenije and Ljubljana municipality (Slovenia), CMS and Medimurje County (Croatia), FSLUX and commune de Schifflange (Luxembourg).

2. Nature and Scope

Südwind is looking for a qualified applicant to

- ✓ **update, adapt and enhance with new processes and maintain the 6 eParticipation portals for migrant participation in local areas, that have been developed and piloted in AMIF-EMVI-project (Lustenau and Graz (AT), Ljubljana (SI), Berlin (DE), Empoli (IT), Irakleio (GR) in 2022/23**
- ✓ **develop and introduce 2 new e-participation portals for the local areas Medimurje county (HR) and Schifflange Municipality (LU) based on EMVI good practice.**
- ✓ adapt in total 8 local contexts: Implementation with the partner local authorities with the specific national language, usability features and corporate identity

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.

3. Technical Framework

- ✓ Prior needs assessment workshop with all EMV-LII project partners and stakeholders in the local areas (8) to define the concrete needs of the target group, graphic and programming customization and implementation of the open source tool DECIDIM used by EC for Dialogue on the Future of Europe and various local and regional authorities for the context of participatory processes with migrants
- ✓ The 2 new platforms include graphic and programming customization in English and national language with following must-have components:
 - Proposals for Idea collection (crowdsourcing),
 - Voting for proposals
 - Surveys
 - Meetings
 - Elections of representatives
- ✓ Additions and adaptations specifically programmed/adapted for the EMV-LII project according to needs assessment for already existing platforms
Assets are:
 - Prevention of hate speech
 - Easy import of text and translation and/or upload of voice-mail and video messages
 - Optimized export of findings in clustered forms
 - Collaboration Tool (co-creation of written statements)
 - Expert gallery
- ✓ User friendly interface, easily accessible, especially to migrants
 - Availability in multiple national and migrant languages using AI machine translation
According languages: national language (German, Italian, Greek, Slovenian, Luxemburgish, Croatian) relevant for each local platform plus the locally relevant migrant languages, if available

- Registration requirement don't include full name, verify alternative registration possibilities using existing accounts (e.g. google, facebook)
 - Mobile first approach, mobile push-notifications and mobile version is an asset
- ✓ Social media integration (for login options as well as for sharing proposals)
 - ✓ Adaptations to the local CI (of the local authority)
 - ✓ Hosting and Service contract for 5 years keeping the platforms operative until the end of 2029 minimum, including
 - Operating system updates
 - hardware resources
 - backup
 - monitoring
 - maintenance/troubleshooting
 - ✓ Support for admin-interface and bugs in Decidim sourcecode after delivery of platforms as an asset

4. Legal requirements

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

5. Timeline

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|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| Deadline for submission of further clarification requests: | 08/09/2024, (requests will be answered after 03/09/2024) |
| Deadline for submission of offers: | 16/09/2024, 12:00 am (CET) |
| Evaluation and clarification | September 2024 |
| Contract signed: | October 2024 |
| First meeting for conceptualization/needs assessment: | October 2024 |
| Updating of existing platforms | January 2025 (according to local needs and timelines) |
| Launch of 2 new platforms - The E-Democracy Portal is developed, adapted and ready to use for migrants | March 2025 (according to local needs and timelines) |
| All 8 platforms online and running | April 2025 |
| Inclusion of improvements after a pre-defined testing period | June 2025 |

All meetings can be done online.

6. Budget available

Updating, adapting of 6 existing platforms, incl. hosting and service for 5 years: 3.600,00 EUR each

Two new platforms (Medimurje, HR + Schifflange, LU) incl. hosting and service for 5 years: 9.400,00 EUR each

Total available budget incl. VAT all over the consortium: 40.400,00 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 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
3. Budget breakdown 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 "EMV-LII Tender DECIDIM" in the subject line.

Submission deadline: 16/09/2024 until 12:00 a.m. (CET)

Questions can be sent via e-mail and will be answered after 03/09/2024.

9. Assessment and evaluation criteria for the tender

Südwind's evaluation 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 migrants' participation
 - level of knowledge on DECIDIM – a digital platform for citizen participation
 - level of experience on implementing DECIDIM platforms for specific target groups (e.g. disadvantaged, migrant)
- Proposed implementation strategy and method within the given timeframe // 30%
 - Proposed implementation strategy, approach and method
 - Proposed timeframe
 - Definition of collaboration between tenderer and consortium
- 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 on the existing platforms:

All 6 existing platforms are online for reference under these links and developers documentation is available on github.com/DecidimAustria/Decidim-EMVI

- in Graz (Austria): [Design Graz Together](#)
- in Empoli (Italy): [Empoli partecipa – Miglioriamo Empoli insieme!](#)
- in Heraklion (Greece): [DECIDIM HERAKLION – Empowering Migrant Voices together!](#)
- in Lustenau (Austria): [Mitgestalten in Lustenau – Co-designing in Lustenau](#)
- in Lubiana (Slovenia): [DECIDIM LJUBLJANA – Let's strengthen the voices of migrants!](#)
- in Berlin (Germany): [BERLIN MIT ALLEN GESTALTEN – Let's shape Berlin together](#)

11. More information about Südwind and "EMV LII"

Website Südwind: www.suedwind.at

Website EMV-LII: www.diaspora-engagement.eu (under updating)