

Call for tenders

European Migrant Entrepreneurship Network (EMEN)

The European Migrant Entrepreneurship Network (EMEN) is a project led by the European Association for Information on Local Development (AEIDL) and funded under the EU's COSME programme. This 3-year project will launch and manage three communities of practice (CoPs) among organisations advising migrant entrepreneurs in the EU:

1. Coaching and mentoring (led by Social Impact gGmbH (Berlin))
2. Access to finance (led by THUAS-FINE (The Hague))
3. Professionalisation and Diversity Management (led by UNITEE (Brussels))

AEIDL invites tenders for the programming of a website to support the project, which it is intended to keep on line for at least 10 years. The website should be functioning before the end of 2017.

Suppliers interested in bidding to design and build this website should outline their approach to the task, the programming environment proposed, and the cost and timescale required.

Contact:

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Closing date for bids: 11 September 2017.

Purpose of website

The EMEN website should:

- Publicise EMEN's services to people and organisations advising migrant entrepreneurs (both public and private-sector) and other stakeholders
- Facilitate online networking by migrant entrepreneurship support organisations
- Capitalise information resources produced during the project
- Provide links to any other useful online resources

The working language of the site will be English, although materials hosted will be multilingual.

All partners' logos will be presented on the website, combined with links to their websites.

Specification of website

The project website will contain:

- A home page featuring an introduction and news stories
- A discussion forum for each of the 3 CoPs, which will allow the posting of messages, and commenting on these in specific threads of discussion. Users will be able to attach downloadable documents to their posts. Messages can either be public or visible only to registered CoP members. New fora can be added as required. The fora will be moderated by the respective CoP lead organisation.

- The partnership bourse, enabling partnerships to be made for collaboration and joint ventures
- An online library
- Links to useful organisations and resources: studies, guidelines, handbooks etc. in all formats – print, presentation, video, audio etc.
- Facility to subscribe to a biannual electronic newsletter

It will be structured in four main sections:

1. **News:** lively and accessible articles will alert visitors to interesting initiatives, events and publications. Data to support these articles will be gathered through interviews and online surveys of initiatives
2. **Library:** a repository of useful information resources, including the project's own peer review findings
3. **Partnership opportunities:** offers of services and request for help from migrant entrepreneurship support schemes
4. **CoP discussion fora**

In more detail, the website will have the following features and characteristics:

- a friendly and attractive interface, open to the public of potential users and different stakeholders
- present the project and its structure;
- list the partners of the project and present a short description of each of them (with a link to their websites);
- introduce the objectives, documents and deliverables;
- project objectives and progress continuously visible;
- updated on ongoing activities and initiatives;
- make available electronically public documents and publications;
- mailing lists and news releases;
- downloadable newsletter;
- inform about relevant events (CoPs and other relevant events from the partners and from other partnerships) ;
- offer a contact point;
- link with the most important social networks: Facebook, Twitter, LinkedIn, others