



Invitation for Financial & Technical Quotations: RDRS Bangladesh Website Rebuild

Brief Profile of RDRS Bangladesh, the Commissioning Organization

RDRS was established as the Bangladesh field program of the Geneva-based Lutheran World Federation/Department of World Service (LWF/DWS) on 08 February 1972 to provide relief, rehabilitation, and development assistance to war-affected peoples in northwest Bangladesh. In 1997, RDRS was localized & registered under the Trust ACT as a national NGO in Bangladesh. The organization is registered with the NGO Affairs Bureau in Bangladesh & Microcredit Regulatory Authority and is governed by the Board of Trustees. In the course of its journey, RDRS has become a household name in the region and one of the leading development organizations in Bangladesh. For more information, please visit: www.rdrsbangladesh.org

RDRS Bangladesh is seeking experienced and reputable web development firms to rebuild its official website. We invite interested parties to submit comprehensive financial and technical quotations, along with a functional demo version of the proposed solution, strictly adhering to the specifications outlined below.

Overview

RDRS Bangladesh aims to develop a modern, secure, and highly user-friendly website that significantly enhances our online presence, improves stakeholder engagement, streamlines operational workflows, and strengthens our public image. The new website is envisioned as a central digital hub, featuring robust capabilities for secure online donations, efficient career applications, seamless live broadcasting, dynamic content publishing, and an intuitive content management system. This rebuild is crucial to adapt to current digital trends and provide a superior experience for all visitors and administrators.

Key Requirements for the New Website

The proposed website must be developed with a strong focus on functionality, security, performance, and scalability. It must include, but is not limited to, the following core functionalities and characteristics:

Website Structure & Navigation

- Homepage: Single page landing page

- Top Navigation: Sections include Who We Are, What We Do, Reports & Publications, Notice, Contact Us (Add if required)

Donation Option

- Integration of a donation module
- Online donations through various payment methods
- Provide a secure environment for processing online payments

Careers

- Users registering profiles
- Uploading CVs
- Submitting applications with clear guidelines

Security

- SSL encryption
- Protection against malware
- Secure payment gateways
- Server end security

Payment Integration

- Secure online payment gateway (bKash, Visa Card etc)
- Transparent pricing and payment history

Live Radio Broadcasting

- Cloud-base radio steaming
- Streaming Server to broadcast audio

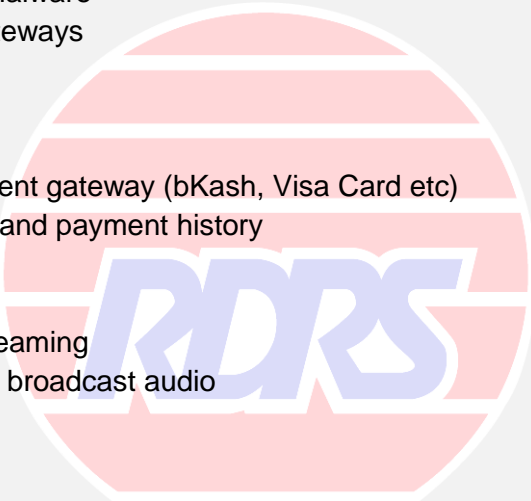
Admin Panel

- User management
- Content management system (CMS)
- Allowing our staff to update, upload, and manage content without extensive technical expertise.
- Easy to maintain with a user-friendly.

Responsive Design

- Adapts to different screen sizes (mobile, tablet, desktop).
- Uses flexible grids and media queries.
- Sticky headers, mega menus, breadcrumbs.
- Hover effects, animations, modals, sliders.

Fast Load Times



- Optimized images, lazy loading, and efficient code.
- Use of CDNs (Content Delivery Networks).

SEO Optimization

- Clean URLs, meta tags, structured data (schema.org).
- Fast performance and mobile-friendliness.

Cross-Browser Compatibility

- Consistent experience across Chrome, Firefox, Safari, Edge, etc.

Additional Features:

- Integration of a blog or news section
- Contact forms and subscription options
- Event management system for upcoming events and activities
- Popup in the home page for introduction to RDRS.
- Event Calendar
- **Social Media Integration:** The website should be integrated with our social media channels (Facebook, Twitter, LinkedIn, etc.) for sharing and updating content.
- **Customizability:** The website should be flexible and customizable to meet any future requirements or updates.

Submission Requirements

Interested bidders must submit a comprehensive proposal comprising both financial and technical components. The proposal must be accompanied by the following mandatory documents:

- Company Trade License
- VAT Registration Certificate
- TIN Certificate
- Proof of Tax Return Submission
- Evidence of prior relevant experience in designing and developing similar complex web applications.

Mandatory Requirement: Bidders are **strictly required** to include a **demo version** of the proposed website. This demo should showcase the core functionalities outlined in the "Home Page & What we do" section, demonstrating the user interface.

Submission Deadline and Address

All required documents, the financial and technical proposals, and the demo version (either as a link or on a physical storage device if large) must be enclosed in a single, sealed envelope, clearly marked "**Quotation for RDRS Website Rebuild.**"

Submissions must be delivered in person to the following address by **31 July 2025, 5:00 PM (Bangladesh Standard Time)**. Late submissions will not be considered under any circumstances.

RDRS Bangladesh

House 43, Road 10, Sector 06
Uttara, Dhaka 1230, Bangladesh.

Deliverables Upon Project Completion

- The selected vendor will be required to deliver the following upon successful completion and acceptance of the project:
 - Complete source code of the website and all integrated modules.
 - Comprehensive technical documentation (including architecture, database schema, API documentation if applicable).
 - User manuals for the Admin Panel.
 - Administrator training for RDRS staff.
 - Post-launch support period (1 Year).
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Important Information

- Late submissions will not be considered.
 - RDRS Bangladesh reserves the right to accept or reject any quotation, or to cancel the tender process, without providing any explanation.
 - This invitation for quotation does not constitute a commitment to award a contract.
 - All costs incurred in the preparation and submission of the quotation will be borne by the bidder.
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Contact for Queries

For any inquiries or clarifications regarding this invitation, please contact:

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Email: monazzil@rdrsbangladesh.org
