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EXPRESSION OF INTEREST

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SUBMISSION DEADLINE

July 15 2021

Project Title:

SOCIAL ENTREPRENEURSHIP

ECOSYSTEM (SEE) CHANGE

Prepared by:

BEYOND GROUP

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# SOFTWARE DEVELOPMENT OF SOCIAL ENTREPRENEURSHIP PLATFORM

## EXPRESSION OF INTEREST

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# SECTION 1 - INSTRUCTION TO THE TENDERERS

## General instructions

GENERAL PROVISIONS	
1. Introduction	<p>a) Bidders shall adhere to all the requirements of this ToR</p> <p>b) The tenderer should meet all the criteria as stated in this ToR</p>
2. Eligibility	<p>a) A Tenderer should be registered as a Lebanese company and accordingly should be a licensed company under the company registrar of the Lebanese government</p>
PREPARATION OF EXPRESSION OF INTEREST	
3. Only One expression of interest	<p>a) The tenderer shall submit only one expression of interest, in its own name</p> <p>b) Expression of interest submitted by two (2) or more tenderers shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> <li>• they have at least one controlling partner, director or shareholder in common; or</li> <li>• any one of them receive or have received any direct or indirect subsidy from the other/s; or</li> <li>• they have the same legal authority representative for purposes of this ToR;</li> </ul>
SUBMISSION OF EXPRESSION OF INTEREST	
4. Submission	<p>a) The tenderer shall submit the expression of interest by email to: <b>info@beyondrd.com</b></p> <p>b) The expression of interest shall be signed by the tenderer or person(s) within the tenderer's organization who are duly authorized as legal representatives of the tenderer"</p>
5. Deadline for Submission of Expression of interest	<p>a) Expression of interest must be received by Beyond Group <b>no later than 15 July 2021</b></p> <p>b) Beyond Group shall not consider any expression of interest that is submitted after the deadline for the submission.</p>

# The Process

This Terms of Reference (ToR) follows a 2-stage selection process as follows:

Stage One: applicants interested in taking up the assignment detailed below, are requested to submit an Expression of Interest Applicants have to indicate to what extent they comply with the set of organizational requirements and criteria detailed in **Section 2 – paragraph 3 of this ToR**

A first selection will be carried out after the submission of the expression of interest and qualified applicants will move to stage 2 of this application.

Stage Two: ONLY shortlisted Applicants will be invited to A closed Call for submission of proposal (technical and financial) and will accordingly be informed by email and will get access to the complete tendering documents and specifications.

# SECTION 2 – TERMS OF REFERENCE

## Paragraph 1 - Assignment Description

### ASSIGNMENT CONTEXT AND BACKGROUND

#### BACKGROUND

SEE Change Consortium, formed of Oxfam, COSV, and Beyond Group (BG) is implementing the Social Entrepreneurship Ecosystem Change (SEE Change) project funded by the EU. The project focuses on Social Entrepreneurship (SE) as a tool to support local development and enhance social stability. The consortium aims to strengthen social enterprises (SEs) to respond to the social and economic situation in Lebanon and advance the legal and institutional framework for SE. Under the SEE Change project, consortium members will:

- Provide tailored capacity development trainings for community members
- Develop a community-led accountability framework for SEs
- Support community monitoring of the economic and social impact of SEs
- Develop an assessment criterion for targeted SEs, Business modality and Social Impact
- Provide financial and non-financial support to SEs
- Develop social justice incubation program for new Initiatives of social start-ups
- Provide capacity development support to Social Enterprise Support Organizations (SESOs)
- Strengthen the networking and knowledge exchange between SESOs
- Support the existing networks working on SE
- Support the legal and institutional framework for SE in Lebanon through technical expertise and advocacy actions

#### CONTEXT

There are many pressing challenges in Lebanon today affecting every individual, organization, and sector. Although this current crisis is worse than ever before, historically Lebanon was not any different. Due to a lack of resources, political deadlock, and corruption, the government has been unable to provide basic services to its citizens for the past 30 years. The private sector has also consistently borne the consequences of high political and security risks, and it is now bearing the brunt of the economic crisis.

Despite the bleak outlook, such an environment creates a timely opportunity for social, cultural, economic, and environmental innovation. Social enterprises, with their innovative mindsets and light operating vehicles, can help solve the direst of challenges quickly and with limited resources.

In Lebanon's entrepreneurship ecosystem, both financial and non-financial support services are available. However, as with any other nascent ecosystem, the available support services do not meet all of the needs that new businesses at various stages have in order to establish and grow successfully.

The social entrepreneurship ecosystem, on the other hand, is even more nascent and thus less mature, with significant support gaps specifically in areas related to social business specific and tailored knowledge and awareness, sector and industry expertise, investment and investment mechanisms, as well as industry engagement, partnerships, and collaboration.

If the existing social enterprises and potential new solutions for different social problems are nurtured with innovation, supported with capacities and industry knowledge and financed for scaling up, Lebanese citizens can collaboratively transform their social problems into opportunities, feel empowered and engaged in communities, create jobs and reduce poverty.

The assignment below focuses the offering on where a digital web platform could add value to the most pressing needs while being complementary to what already exists, filling some of the recurring gaps identified throughout the stages, and can uniquely tailor support to social business.

## ASSIGNMENT OBJECTIVES

The objectives of the assignment is to carry out the software development and design of a web platform that will provide access to a digital support ecosystem for Lebanese social entrepreneurs.

The web platform will provide access to an online community and digital support ecosystem, utilizing technology that will allow for services to be dynamically targeted to the needs of social entrepreneurs in Lebanon, based on their stage of development and operation. The platform will aim to:

- Provide tailored and stage and sector specific support and knowledge
- Offer an opportunity for social entrepreneurs to generate revenue and increase sales
- Strengthen the credibility of social enterprises
- Increase the potential for social entrepreneurs to raise strategic investment
- Facilitate social business idea validation and innovation opportunity
- Enable a community

The platform will achieve the above objectives through 6 key functionalities as follows:

- Provide access to tailored knowledge and tools based on sector and stage of social enterprise
- Provide access to a social support ecosystem and industry expertise via smart matching technology
- Provide access to a digital assistant with a suite of interactive tools to assist social enterprises
- Provide access to a research community which will help social entrepreneurs engage profile-based users to validate and test their ideas and products.
- Provide access to a promotion page where social entrepreneurs can promote their businesses and their products.

## THE CONTEXT OF THE SERVICES REQUIRED

Beyond Group is seeking a software development firm to carry out the software development and design of the social entrepreneurship web platform. As part of the assignment the software development firm will also be required to provide a 3-year maintenance agreement.

The software development and design of the web platform's various functions and features will be implemented over 3 phases: the short term, mid-term, and long term. Each phase has a roadmap of functionalities and features which will need to be developed, tested and deployed. Potential iterations will be incorporated in the phase following the phase of software development.

The timeline suggested for the 3 phases is related to the functionalities which will be accessible for the general public at the end of each phase and does not indicate the timeline by which Beyond Group expects to get access to the prototypes for testing of the different functions.

The 3 phases are as follows:

PHASE 1 Short-Term July 2021 - Dec 2021	PHASE 2 Mid-Term Jan 2022 - June 2022	PHASE 3 Long-Term Oct 2022 - Sept 2023
Development and design of phase 1 features and functionalities	Development and design of phase 2 features and functionalities	Phase 2 Testing with users to identify potential iterations
User acceptance testing for phase 1 functionalities	User acceptance testing for phase 2 functionalities	Potential Iterations on Phase 2 functionality
	Phase 1 testing with users to identify potential iterations	
	Potential Iterations on Phase 1 functionalities	

The time period indicated under each phase indicates when the function's software development is scheduled to begin and end.

## Paragraph 2 – Duration of Work

The full implementation including the testing and iteration phases are planned to be carried out from **July 2021 through to January 2023**.

The total duration of the assignment is estimated at 18 months, with the first 12 months considered as the core software development phase.

## Paragraph 3 – Qualification of Successful Bidder

### THE ORGANISATIONAL CAPACITY QUALIFICATION CRITERIA

- At least five (5) years of proven experience in similar projects including development and effective execution of online collaboration platforms; developing, deploying and maintaining full-fledged dynamic websites and other digital platforms for different organizations with complex audiences.
- Solid capability and proven experience developing products and concepts based on most relevant technologies.
- Ability to propose a website design methodology to develop each phase of the project.
- Capacity to respond to clients' requests within reasonable time making use of both face-to-face and remote communication channels.
- Commitment to guarantee a stable team of experts throughout the project.

- The developer team needs to be mature enough and includes a diverse set of expertise and programming languages proficiency.
- The Organization can demonstrate a robust product management and Quality Assurance process and approach.

## Paragraph 4 – Expression of Interest Recommended Presentation

- Profile describing the nature of business, field of expertise, licenses, certifications, accreditations;
- Description of why the tenderer considers him/herself as the most suitable for the assignment;
- Track Record – list of clients for similar services as those required in the ToR, indicating description of contract scope, contract duration, contract value, contact references;
- Organizational structure;
- A profile description of team member who will be allocated for the delivery of the assignment;
- Audited Financial Statement for the past 2 audited years – income statement and balance sheet to indicate its financial, stability, liquidity, credit standing, and market reputation, etc. with the English translations;
- Certificate of Incorporation, Commercial Circular and Certificate of registration in the Ministry of Finance with the English translations;
- Certificates and Accreditation – including Quality Certificates with the English translations.

## Paragraph 5 – Selection Criteria

The evaluation panel will first review each response for compliance with the mandatory requirements of this ToR. Failure to comply with any of the requirements contained in this ToR, including provision of all required information, may result in the expression of interest being disqualified from further consideration.

Each valid expression of interest will be assessed by an evaluation panel. For this expression of interest, the total points attainable are 45 points. To be further considered for bidding for this ToR a minimum score of 32 points is required. Only expressions of interest with a score of 32 points or more will be invited to submit a full bid. For further details and the distribution of points kindly refer to table 1 below.

CRITERIAS	Award criteria	Score up to	Max. Score
Capability / competence of tenderer to perform the work/service required	Experience in the field concerned	10	45
	Company expertise, knowledge and experience as listed under the qualification requirements	15	
	Qualifications, skills, and diversity of programming languages and framework of key personnel engaged in the assignment, including any sub-contractors	15	
	Staff resources available	3	
	Operational capacity represented by this work/services	2	
TOTAL MAXIMUM GENERAL SCORING			45