

FIDH AO-SITE 2026

ANNEX C – SUBMISSION FORM

The FIDH (International Federation for Human Rights) is an international non-governmental organization dedicated to human rights. It brings together 188 national and international human rights organizations in 116 countries. Since 1922, FIDH has been committed to defending all civil, political, economic, social and cultural rights as defined in the Universal Declaration of Human Rights.

For FIDH, the transformation of societies is first and foremost the responsibility of local actors. Its activities aim to strengthen their capacity for action and influence. It operates at regional, national and international levels in support of its member and partner organizations to address human rights violations and consolidate democratization processes. Its action is directed toward States and other holders of power, such as armed opposition groups and multinational companies.

The main beneficiaries are the national human rights organizations that are members of FIDH and, through them, the victims of human rights violations. FIDH has also broadened its scope of action to local partner organizations and develops alliances with other agents of change.

As part of its activities, FIDH is issuing a call for tenders for the selection of a service provider responsible for the graphic, technical and functional redesign of its website www.fidh.org, including design, development, content migration, production launch and post-delivery maintenance.

Lot 1:

The service must at a minimum provide the technical specifications described in the table below:

Article / Description	Available? (Yes/No)	Minimum Specifications	Excl. VAT Price	Incl. VAT Price
1. Project framing and management		Detailed schedule, project governance, kick-off workshops		
2. Technical analysis and recommendations		Recommended CMS, hosting, security, accessibility, SEO, AI		
3. UX/UI Design		Site map, wireframes, minimum 2 graphic proposals for desktop and mobile		
4. Website development		Complete CMS development, responsive, multilingual		

5. Content migration		Migration of content selected by FIDH and treatment of broken links		
6. Resource center		Documentary database with dedicated search engine		
7. Global search engine		Search by keywords, country, date, content type		
8. Donor space		Development and functional integration		
9. AI translation		French, English, Spanish with translation memory and FIDH glossary		
10. SEO and search engine optimization		Metadata, URLs, AI-assisted SEO optimization		
11. Reintegration of mini-sites		Analysis and integration of selected mini-sites		
12. Educational module		Interactive e-learning module		

13. Campaign module		Campaign and mobilization module		
---------------------	--	----------------------------------	--	--

14. Project module		Interactive project module		
15. Documentation and training		User and administrator guides		
16. Testing and production launch		Testing, corrections, go-live		
17. Corrective maintenance, 6 months		Mandatory, included in the offer		

Option

Option	Available?	Excl. VAT Price	Incl. VAT Price
Annual corrective and application maintenance after the 6 months included			
Annual evolutive maintenance			

Alternative hosting (if offered)			
Additional AI services			

Evaluation criteria to recall in the annex

Criterion	Weighting
Service provider profile: experience, expertise, values, proposed team profile	20%
Understanding of FIDH's request	10%
Quality of the proposed methodology	20%
Quality and relevance of the technical offer	20%
Financial offer	20%
Ethical and responsible approach	10%

The service provider must also submit a detailed descriptive brochure of the proposed services, in electronic format, as well as a detailed commercial offer. This Annex must be signed, stamped and submitted together with the offer.

The offer currency must be in euros (€). No other currency is acceptable.

We unconditionally declare that if the contract is awarded, the service provided will comply with the specifications listed above.

Name of Bidder (Registered Company Name): _____

This offer is valid for: ____ days

Company/Hotel Name: _____

Contact: _____

Postal Address: _____

Telephone No.: _____

Email: _____

Signature: _____

Title/Position: _____

Name: _____

Date: _____

A duly authorized representative of the company.

Please stamp this submission form with your company seal.