



ASIA INDIGENOUS PEOPLES PACT FOUNDATION

112 Moo 1 Tamboon Sanpranate Amphur Sansai, Chiang Mai 50210, Thailand

Tel: +66 53 343 539 Fax: +66 53343 540

Email: aippmail@aipnet.org Website: www.aippnet.org

CALL FOR EXPRESSION OF INTEREST FOR RE-DESIGNING AIPP WEBSITE

Position	Consultant
Duration of the Consultancy service	3 months
Reports to	Executive Secretary
Duty Station	AIPP Regional Secretariat, Chiang Mai, Thailand or Remote work as negotiated
Eoi call announcement date	15 May 2025
Eoi call deadline	20 May 2025

1. Background and Objective

The Asia Indigenous Peoples Pact (AIPP) was formally established in 1992, with its Secretariat based in Thailand, following a 1988 resolution by a group of Asian Indigenous Peoples to create a collective regional Indigenous movement. The Indigenous Peoples of Asia are many peoples. But, collectively as AIPP, is a collective Indigenous movement to advocating for the self-determination, human rights, and land & territorial sovereignty of Indigenous Peoples across Asia. At present, AIPP has 47 members organizations from 14 countries in Asia with 19 Indigenous Peoples' country-level alliances, 30 local and sub-national organizations. Of this number, 17 are ethnic based organizations, 6 Indigenous women and 4 Indigenous youth organizations and one organization of Indigenous person with disabilities.

AIPP operates through its six programmatic approaches – Human Rights and Policy Advocacy Campaigns Programme (HRCPA), Environment Programme (ENV) Indigenous Women Programme (IWP), Regional Capacity Building Programme (RCB), Organizational Strengthening and Movement Building Programme (OSMB) and Communication Programme (CP). Over the years, AIPP has grown and coordinate six strategic regional networks - Network of Indigenous Women in Asia (NIWA), Asia Indigenous Youth Platform (AIYP), Indigenous Peoples Human Rights Defenders (IPHRD), Indigenous Knowledge and Peoples of Asia (IKPA), Indigenous Voices of Asia Network (IVAN), and Land and Territorial Rights Platform (LTRP).

AIPP's website (<https://aippnet.org/>) is the main repository of the organization's knowledge products and key information. It holds a rich archive of information resources and material accumulated over more than three decades. Primary users of the website include AIPP's members and networks, partners, donors, civil society organizations, governments, UN agencies, researchers and academia, students, policy-makers, think tanks, media entities, and others with an interest in Indigenous Peoples issues. To enhance the website and improve user experience, an upgrade/revamp and redesigning is planned. This revamp envisages redesigning of interface with additional web pages and sections.



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AIPP is therefore inviting proposals from reputable and qualified individuals or companies with a track record of success in re-designing and producing digital solutions to redesign the organization's website (<https://aippnet.org/>). The new design is expected to use the existing CMS (WordPress) but provide a new look-and-feel to the website, unlocking additional functionalities while displaying the content in an attractive and user-friendly manner.

2. Overview of Key Deliverables

- a. A new design for the website with enhanced functionalities to provide a better experience to users.
- b. Advise AIPP about appropriate hosting service, and migrate the redesigned website to a new host and implement a backup system.
- c. Provide orientation to ITC Officer and relevant staff of AIPP to perform content upload, system maintenance and administration.
- d. Provide technical support and maintenance for a period of 6 months after the revamp.
- e. Provide technical support and advice on the site security
- f. Handover of full source code (including all developed libraries) to AIPP

3. Details Scope of Work

A. New Design

- Following and reflect the nature of organization and its work in designing new pages.
- The consultant will develop a graphic concept, elements of the page such as headers, contact, navigation etc., and the visual design of the new templates.
- Ensure good performance of the website in terms of security and speed of content delivery against standard website performance metrics.
- Review current plugins and advise the plugins that are secure, widely used and are expected to be maintained for long-term in future should be used on the website
- Ensure a consistent visual design on the new site by introducing fixed styles in templates ensuring consistency in fonts, formatting, icons, images, and layout.

B. Functionalities

- Add feed links; Responsive design; feedback loop for users.
- Social media sharing features in Facebook, X, LinkedIn and Instagram.
- Search function by types source such as publication, statement, events, or issues etc.,
- Search resources by free text.
- Signup for latest news and updates via the AIPP newsletter. Integrate mailing list management with the website.
- Integrate grievance complaints and feedback in the website.



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C. Hosting

- Evaluate current hosting and advise considering resources required and bandwidth, costs, reliability and security.
- Migrate the website.
- Integrate a web analytics service for regular monitoring of the traffic to the website.
- Implement a reliable, easy to use backup solution.

D. Knowledge Transfer

- Provide orientation for the support staff and system administrators to perform content upload, system maintenance and administration.
- Providing a user manual for content updates and troubleshooting

4. Expected Delivery of the Service: 15 August 2025

5. Qualification & Experience

- Proven experience in website development, preferably for NGOs and advocacy groups.
- Interested applicants should demonstrate and provide examples of previous experience in the performance of similar services.
- Be a reputable firm or individual with at least 3 years of prior experience designing visually appealing and navigation friendly web sites.
- Have a sound knowledge of current web development technologies and design tools in the field, and new software and other web programming languages and programs including use of HTML5, XHTML, CSS3, php, and JavaScript.
- Familiarity and relevant experience in developing websites using WordPress Content Management System (CMS).
- Have excellent knowledge of recent trends in graphic design, web sites, including online video publishing, and social media networking.
- Demonstrate the ability to create innovative and visually appealing design.
- Demonstrable server management skills and experience (including ability to install, manage and secure a server, firewalls, etc.)
- Expertise in the use and configuration of search engine optimization, Google Webmaster tools, Google developer tools and Mobile device adaptation.
- Experience in working with Indigenous communities or human rights organizations.
- Trouble shooting skills.



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6. Application Process

Interested individuals or firms are requested to submit:

- **Technical Proposal:** A detailed approach and methodology and feature for developing the website including the detailed timelines.
- **Financial Proposal:** A budget breakdown outlining the cost of the consultancy, including professional fees and any other expenses. Budget Proposal should not exceed USD 20,000.
- **CVs/Profiles:** CVs of the consultant(s) or a profile of the firm, highlighting relevant experience and expertise
- **References and Samples of Previous Work:** Provide at least 2 references and sample of previous works.

7. **Submission Deadline:** The Proposals must be submitted by **20 May, 2025** to hr-aipp@aippnet.org with all the require documents. Please indicate in the subject of the application: **AIPP Web Redesign**

Only shortlisted Consultant(s) will be notified by 25th May 2025.