

Expression of Interest (EOI) for Consultancy Services
For
Community Forestry Data Portal Upgrade, Design, Hosting, and Maintenance

Background

The Federation of Community Forestry Users Nepal (FECOFUN) is a formal network of Community Forest User Groups (CFUGs) across Nepal, established in June 1995. With a vision to promote and protect forest users' rights, FECOFUN has grown into a social movement comprising over 16 million forest users and managing more than 3.19 million hectares of forests through 23,026 CFUGs. FECOFUN facilitates sustainable natural resource management, economic empowerment, and policy advocacy to enhance governance and environmental sustainability.

To strengthen its digital capabilities and improve forest management, FECOFUN operates the **Community Forestry Data Portal**, which enables the effective management and sharing of forestry-related data. Recognizing the need to enhance the portal's efficiency and reliability, FECOFUN seeks to engage a qualified service provider institutions for its upgrade, design, hosting, and maintenance.

Objective

The primary objective is to upgrade and maintain the **Community Forestry Data Portal** with enhanced functionalities and ensure robust hosting solutions to support seamless user experiences.

Specific Objectives

1. **Portal Upgrade and Maintenance**
 - **Frontend and Backend Development**
 - **UX/UI Design Enhancements**
 - **Quality Assurance and Testing**
 - **Routine Maintenance and Bug Fixes**
 - **User Support Services**
2. **Cloud Hosting Services**
 - Provision of high-quality VPS hosting with a Nepali-based data center, offering:
 - Dedicated resources (8-core CPU, 16 GB RAM, 240 GB SSD Storage)
 - Unlimited bandwidth and high-speed connectivity
 - 99.997% uptime guarantee
3. **Comprehensive Documentation and Handover**

- Provide source code, deployment details, database credentials, and all necessary documentation to ensure FECOFUN's full ownership of the upgraded portal.
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Scope of Work

The consultancy service includes:

1. Portal Design and Development

- Revamping the portal's architecture for better performance and scalability.
- Implementing modern UX/UI design principles.
- Conducting comprehensive QA testing.

2. Hosting and Server Setup

- Setting up VPS hosting and ensuring optimal configurations for performance and security.
- Providing support for hosting renewals and migration (if needed).

3. Maintenance and Support

- Delivering ongoing support for system updates, troubleshooting, and user assistance.

4. Final Handover

- Transferring all administrative rights, source code, and technical documentation to FECOFUN.
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Deliverables

1. Portal Documentation

- Source code repository with version history and API documentation.
- Database details with backup and restoration instructions.
- Application configuration files.

2. Hosting Details

- VPS hosting credentials and specifications.
- Guidelines for hosting renewal and management.

3. Handover Package

- UI/UX design files, known technical issues, and additional documentation as required.
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Timeline

The proposed consultancy service timeline is one year, with the option for yearly renewal.

Qualification and Competency

The consultant/service provider should demonstrate:

- Proven experience in IT solutions for data portal design, hosting, and maintenance.
 - A team of skilled professionals in software development, UX/UI design, and cloud hosting.
 - Prior experience in projects of similar scope and scale.
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Required Documents

1. Letter of Application.
 2. Detailed Proposal (Background, Objectives, Approach, Methodology, and Cost Estimate).
 3. Company Profile and Past Work Experience.
 4. CVs of Key Experts.
 5. VAT/PAN Registration, Tax Clearance Certificate, and other legal documents.
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Submission Details

Please submit the required documents technical and cost proposal in one PDF file to info@fecofun.org.np, mentioning "EOI for Community Forestry Data Portal Upgrade" in the subject line by **January 12, 2025**. FECOFUN reserves all rights to select or reject any proposal without providing any reason.

Logistic Support

FECOFUN will provide relevant documents and facilitate coordination with stakeholders. All associated costs (travel, accommodation, and per diem) must be included in the consultancy fee.

Contact:

Federation of Community Forestry Users Nepal (FECOFUN)
Changunarayan Municipality-2, Duwakot, Bhaktapur
Email: info@fecofun.org.np / fecofun.secretariat@gmail.com
Phone: +977-1-6616408, 6616421
Website: www.fecofun.org.np
