ABOUT the ACCELERATE PROJECT

Active City-Community Engagement to Leverage Emissions Reduction through Activities that Transform Energy-use (ACCELERATE) is a one-year project awarded by the Sustainable Lifestyles and Education (SLE) programme of the One Planet Network to ICLEI – Local Governments for Sustainability. The project is jointly implemented by the ICLEI World Secretariat and ICLEI Southeast Asia Secretariat in Pasig and Parañaque in the Philippines.

Buildings are responsible for one-third of global energy demand and one-quarter of global greenhouse gas emissions. Recognizing the potential in building efficiency, the Philippines enacted the Philippines Green Building Code (PGBC) in 2015. The code will be used as a reference to enhance the National Building Code of the Philippines which lays down standards on all aspects of building construction, to ensure safety and integrity. The PGBC aims to improve the efficiency of building performance through environmental design and resource management standards that will save operational costs and result in low-carbon buildings.

ACCELERATE aims to strengthen sustainable consumption and production of energy-use patterns in Pasig and Parañaque by enhancing the implementation of the PGBC and improving Energy Efficiency & Conservation (EE&C) across the board by inspiring action from the private sector and local communities.

The project will address the gaps in knowledge, capacity, and awareness of the different stakeholders on building standards, benchmarking tools, energy audits, and implementing EE&C practices as part of their compliance to the PGBC.

The Web Developer is crucial to the project to build the website which will contain a variety of EE&C knowledge products that are easily accessible to individuals and organizations looking to implement EE&C in their homes and businesses.
SCOPE OF WORK
The following activities will need to be undertaken in order to help meet the objectives of the project.

**Wireframe**
- Develop the wireframe made by the project team; ensure that user experience and user interface are responsive and interactive

**Design and Layout**
- Lead the development of the platform’s visual elements particularly the layout of the platform itself
- Deliver the visual design package, including raw files (EPS, PSD, INDD, XD, SVG, SKETCH, and others) that will be used on the site and other materials related to the platform’s branding*
- Ensure that design and layout effectively visualize the content and demonstrate the platform’s functionality
- In coordination with the project team, collect and curate relevant elements such as photos, logos, and icons
- Present the design and layout for the approval of the project team (The project team is entitled to two rounds of review: one round once the consultant has presented the design plan and another one once the visual elements have been assembled and completed).

**Development**
- Lead the backend development of the platform
- Identify a suitable Content Management System (WordPress is preferred)
- Ensure indexing and SEO (includes keyword plan and metatags for Google Analytics)

**Testing, Review, and Delivery**
- Ensure that all pages of the platform have been tested for full functionality
- Lead the final regression ahead of the beta test
- Lead the beta test of the platform with select project team members and Pasig City representatives
- Implement any additional edits or changes based on the results of the beta test
- Lead the platform’s launch and provide assistance for any bugs encountered during beta testing

*Note: The project will own the copyright of the platform, its visual design, and all related elements.

**Maintenance and Updating**
- Provide maintenance support for the first six months
- Lead and develop a capacity-building/turnover workshop for platform administrators
SERVICE PROVIDER REQUIREMENTS
The successful service provider must provide evidence of:

- A portfolio of similar work completed for the last three years
- SEC registration, business permits (city and barangay), BIR receipt, and other proof of eligibility
- At least five years of experience as backend developer
- Experience in developing and implementing custom and complex WordPress websites
- Hands-on modern PHP and knowledge of PHP front-end frameworks such as Symfony
- Proficient with popular JS application frameworks such as Angular, Vue, React, Node, and Ember
- Excellent working and demonstrated knowledge of HTML, CSS, Jquery, and experience with responsive design and development
- Ability to write secure and clean code and documentation
- Experience in editing WordPress plugins
- Excellent knowledge of MySQL
- Good communication skills
- Ability to conduct performance debugging, benchmarking, and able to identify resolutions
- Experience working with nonprofit organizations

REPORTING REQUIREMENTS AND MANAGEMENT
- The expert will report to Mr. Jose Bernardo Gochoco III, Project Officer of ICLEI Southeast Asia Secretariat and the activities will be implemented in close collaboration with Ms. Val Bugnot, Communications Officer of ICLEI Southeast Asia Secretariat
- Regular meetings/calls to report on progress on specific tasks and deliverables will be required.
- Payment of the service provider will be contingent on the timely submission of deliverables listed in this term of references.

REQUIREMENTS OF THE PROPOSAL
- Letter of Intent addressed to Mr. Jose Bernardo Gochoco III, Project Officer of ICLEI SEAS.
- A proposal based on the Scope of Work (proposal should have the following attachments: Work Plan and Budget Plan)
- CV of team members, organizational profile, organogram
- Portfolio of previous relevant work for the past three years

APPLICATION PROCESS
Please send a Letter of Intent, Proposal (Work and Budget Plan), CV of team members, and portfolio to jose.gochoco@iclei.org (CC to val.bugnot@iclei.org) on or before 10 February 2020.