

## REQUEST FOR PROPOSAL

This RFP is an open bid.

**Issued by:** NPOC

**Issue Date:** Friday, April 20th, 2018

**Submission Deadline:** Friday, May 4, 2018, 23:59 UTC

The Not-for-profit Operations Concerns Constituency

C/O Internet Corporation for Assigned Names & Numbers (ICANN)

**Address**

# CONTENTS

1. Introduction .....	
1.1 Introduction .....	
1.2 Objectives .....	
2. The Opportunity .....	
3. Scope of Work/Required Services .....	
3.1. Deliverables.....	
3.2 Assessment criteria .....	
4. Selection .....	
4.1 Process .....	
4.2 Schedule .....	

## **1. Introduction**

### **1.1 Introduction**

The Not-for-Profit Operational Concerns Constituency (NPOC) is the home for Not-for-Profit organizations like NGOs, wishing to have a voice in internet governance.

NPOC is part of the Non-Commercial Stakeholders' Group, (NCSG), of the Internet Corporation for Assigned Names and Numbers, (ICANN). NPOC is an ICANN Constituency within the Non-Commercial Stakeholders' Group (NCSG), a part of the Generic Names Supporting Organization (GNSO).

### **1.2 Purpose**

The purpose of the NPOC is to represent, specifically, the operational concerns related to service delivery of not-for-profit and non-governmental organizations who are domain registrants in the DNS. NPOC focuses on the impact of DNS policies and their effects on the operational readiness and implementation of non-commercial missions and objectives. NPOC members rely on the Internet and DNS policies to provide valuable services to their communities.

NPOC engages the ICANN community on how proposed and existing policies and initiatives may uniquely impact the operations of not-for-profit and non-governmental organizations and the delivery of their mission-related services. Such not-for-profit and non-governmental organizational perspectives on operational concerns include domain name registration, expansion of the DNS, fraud and abuse, using the DNS to provide and collect information and serve their members and communities.

NPOC achieves its mission through education and member engagement, including hosting outreach events at the ICANN meetings scheduled three times per

### **1.2 Objectives**

## **2. The Opportunity**

## **3. Scope of Work/Required Services**

### **3.1. Deliverables**

The scope of work includes:

- Customizing the solution with the established brand, brand elements and messaging
- Integrating monetizing elements such as AdSense
- Integrating Trello

### **3.2 Assessment criteria**

Proponents will provide the following information:

1. Company Name, mailing address, phone number, and email address.
  2. Name, title, phone and email of contact person for organization
  3. Number of years in operation
  4. Profile of the firm's capacity demonstrating the expertise required to complete the scope of work.
  5. An identifiable estimate of the hour and total cost for the provision of the deliverables.
- Submissions will be evaluated based on the quoted price and the demonstration of capacity to meet the deliverables.

### 3.3 Evaluation Criteria

NPOC will evaluate all proposals based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all of the following criteria:

- **Value & Cost:** Bidders will be evaluated on the cost of the solution(s) based on the work to be performed in accordance with the scope of this project.
- **Technical Expertise & Functionality:** Bidders must provide descriptions and documentation of staff technical experience and experience. Bidders will be evaluated on examples of their work pertaining to the project as well as client testimonials and references.
- **Speed to Implement:** The proposed solution must meet timelines in this RFP.

## 4. Selection

### 4.1 Process

This Request for Proposal represents the requirements for an open and competitive process. The NPOC Executive Committee will select the preferred proponent based on the assessment criteria outlined above.

All bidders will be notified by email if they have been selected or not.

### 4.2 Schedule

The schedule for the selection process is as follows

Item	Deadline	Duration
Submission Release April 20 <sup>th</sup> , 2018		
Proposals Due	May 4 <sup>th</sup> , 2018	2 weeks
Award of Contract	05/11/18	1 week