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# Tender Application Form – Website Development

## Section 1. Personal / Organisation Information

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| --- | --- |
| Organisation / Individual Name |  |
| Address |  |
| Email |  |
| Telephone |  |
| Website / Portfolio Link(s) |  |

## Section 2. Relevant Experience & Skills

|  |  |
| --- | --- |
| Website Development Experience (examples of past projects, include links) |  |
| Experience working with heritage, cultural, or community projects |  |
| Technical Skills (CMS, hosting, accessibility, multimedia integration) |  |
| Other Relevant Experience (digital preservation, GDPR, multilingual support) |  |

## Section 3. Proposed Approach & Methodology

|  |  |
| --- | --- |
| Outline of proposed website design and development approach |  |
| Approach to accessibility & cultural sensitivity |  |
| Collaboration with FSWC staff and training provision |  |
| Safeguarding of digital content & GDPR compliance |  |

## Section 4. Technical Standards & Hosting

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| --- | --- |
| CMS & hosting platform proposed |  |
| Security, backup & maintenance strategy |  |
| Performance and uptime assurances |  |

## Section 5. Budget & Value for Money

|  |  |
| --- | --- |
| Detailed costing breakdown (development, licensing, hosting, maintenance, VAT if applicable) |  |
| Proposed payment schedule |  |

## Section 6. Timeline & Delivery

|  |  |
| --- | --- |
| Proposed project milestones (development, testing, launch, post-launch support) |  |

## Section 7. Supporting Documentation

|  |  |
| --- | --- |
| Company profile / CVs of project team |  |
| Evidence of insurance (public liability & professional indemnity) |  |
| References from at least two similar projects |  |

## Section 8. Declaration

I confirm that the information provided in this application is accurate and complete to the best of my knowledge. I understand that submission does not guarantee acceptance, and that the award of this tender will be based on the published scoring criteria.  
  
Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_