

Tender outline for creation of collaborative website for *Surfacing Zarqa* project

Project Title: Surfacing Zarqa digital exhibition

Opening Date for tender submissions: 25th September 2025

Closing Date for tender submissions: 31st October 2025

Introduction

Surfacing Zarqa is a two year long (2024 – 2026) international collaborative project funded by the British Academy and hosted by Manchester Metropolitan University, UK, the Hashemite University, Jordan, with implementing partners UN Habitat, CBRL and Liwan.

The project is underpinned by participatory ethics and ideals and works alongside young people who live in Zarqa to explore themes of historic and contemporary socio-spatial belonging. A key public-facing output is an interactive online exhibition that will showcase selected oral history accounts that have been captured from community members of Zarqa.

Scope of Work

We are seeking a collaborative, creative, and flexible web designer or design team to co-create an interactive digital exhibition website. The website will:

- Be linked to the CBRL website for up to one year, with options for archiving depending on budget.
- Feature bilingual content (Arabic and English), including oral histories in text, audio, and video formats.
- Support mixed media, including high-resolution images, soundscapes, scanned documents, and sketches.
- Include a dynamic, interactive collage/interface that curates and organises the archival content.
- Allow for creative sorting, tagging, and browsing of the oral history materials.
- Include a visitor contribution feature that invites members of the public to upload or contribute text, audio, or images for a limited time (3 months), creating a live, evolving extension of the exhibition.
- Be mobile-responsive and accessible to users with varying digital access and ability levels.
- Be designed with long-term usability, with documentation and guidance for archiving or future migration.

Collaboration Requirements

The content of the website is decided through a collaborative process between CBRL staff, the Surfacing Zarqa research team, consultants and youth researchers and is therefore an organic and open process.

The selected candidate/team will:

- Collaborate with the Surfacing Zarqa team, CBRL staff, youth researchers, and external consultants.
- Participate in regular consultations (online or in person) to present drafts and receive feedback.
- Be open to changes throughout the process and sensitive to collaborative and ethical approaches to representation and knowledge sharing.

Technical and Maintenance Requirements

- Full technical development and testing of the site.
- One year of post-launch maintenance and technical support, including minor updates and bug fixes.
- Clear documentation of backend structure and user guides for long-term sustainability.

Candidate Requirements

- Based in Jordan and registered for taxation purposes.
- Experience working collaboratively with community-based teams.
- Demonstrated capacity for creative, user-friendly, and accessible web design.
- Fluency in Arabic; English reading and communication capacity preferred.
- Experience designing multilingual, multimedia-rich, and interactive websites.
- Preferably based in or originally from Zarqa.

Deliverables

Applicants must submit:

- A brief technical proposal outlining design approach and ideas
- A detailed budget breakdown
- Bios of team members and examples of relevant past work

Timeline

- Tender Award Notification: Mid-November 2025
- Website Development: Late November 2025 – Mid March 2026
- Website Launch: End March 2026
- Additional Content Integration: April - June 2026
- Maintenance and Archiving Period: March 2027

Budget and Payment

Applications up to 8500 JOD will be considered

Payment terms will be shared with the successful candidate. A percentage of the fee will be retained until completion.

Sales tax-***If applicable***, all payments require the submission of official invoices from the service provider, showing the applicable tax amounts — including sales tax and any other relevant taxes.

Income tax -*if applicable and* – if paid by - CBRL - a 5% income tax will be applied to the invoice amount, as is standard practice in such cases.

Intellectual Property and Content Licensing

The website and its contents will be governed under a Creative Commons license. Developers may not reuse code or components for other projects but may display the project in their portfolio with credit.

Contact and Submission

Please send your proposal to CBRL: fbqain@cbrl.ac.uk by 31st October 2025.

Your proposal should include:

- Suggested workplan
- Hosting and maintenance notes
- Basic proposed budget
- Bios and CVs of team members or company portfolio (including evidence of similar successful projects)