

---

**TEACH FOR UGANDA  
TERMS OF REFERENCE FOR TEACH FOR UGANDA WEBSITE REVAMP****1.0 Introduction and Background**

Teach For Uganda (TFU) is a locally-rooted and globally-informed leadership development organization that is fully registered since 2016 as a non-profit organization in Uganda. We are part of the global Teach For All network, which operates in over 50 countries, with a shared vision of expanding educational opportunities for all children. We recruit, train and place Uganda's top university graduates from all academic backgrounds to commit 2 years of serving as full-time teachers in low-income government-aided primary schools to drastically improve the learning and life outcomes of children while developing their leadership skills. We call these teachers **Fellows**. We also support our Fellows to become lifelong **leaders** who work across different sectors and fields to address the systemic challenges within the education ecosystem and beyond.

We believe that every child in Uganda deserves an equitable quality education, enabling them to thrive in constantly changing economies and to contribute positively to their communities and the world. In order for us to effect system-wide change, we focus on advancing leadership for institutional change, institutional strengthening, and nurturing agents for change. Teach For Uganda runs a multi-pronged approach aimed at transforming the education ecosystem to make it more equitable and inclusive for all children in Uganda. These approaches include:

**Leadership for systemic change**

- Fellowship for in-service teachers and university graduate fellowship for in-service teachers and university graduates
- Foundational literacy and numeracy skills
- Leveraging technology to accelerate learning outcomes for children through the digital learning project, which provides solar kits, tablets, projectors, chromecasts, and bluetooth speakers to aid teachers in classroom instruction
- Enhancing financial knowledge, skills, and attitudes for children through the financial education project, which integrates financial literacy into the curriculum and provides practical activities and resources
- Promoting awareness, action, and advocacy on environmental issues among children through the climate education and leadership project, which incorporates climate education into the curriculum and provides opportunities for environmental leadership and activism.

**Institutional strengthening**

- We collaborate with the government at the national and district levels to strengthen teacher training and continuous professional development, by sharing our best practices, resources, and innovations in pedagogy, curriculum, and assessment
- We partner with public universities and institutions across the country to recruit high-potential graduates from diverse disciplines and backgrounds, who share our vision and values, and who are committed to serving as Fellows in under-resourced schools

**Agents for change.**

To advance our vision, our alumni work together with other like-minded leaders to address the systemic challenges within the education ecosystem. Our alumni take on key pathways as education leaders, social entrepreneurs and policy influencers to effect change within and outside the education system.

We currently operate in Mayuge, Namutumba, Kayunga, Buikwe, Bugiri, Namayingo, Mukono, Hoima, Kikuube, and Kagadi districts, in partnership with the Ministry of Education and Sports and respective local government authorities. We work with 181 Government schools and have placed a total of 450 both government teachers and graduate teachers since 2017 to serve as Teach For Uganda Fellows (teachers).

**2. Overall Goal**

---

Teach For Uganda (TFU) is seeking proposals from qualified web development agencies or individuals to revamp its website. The current website is outdated and does not effectively showcase TFU's mission, programs, and impact. The goal of this project is to migrate the website to WordPress and redesign it to better feature TFU's work and initiatives.

#### 2.1 Objectives:

- Migrate the existing website to WordPress for improved functionality and ease of use.
- Redesign the website layout and user interface to better showcase TFU's mission, programs, and impact.
- Enhance the website's responsiveness and compatibility across various devices and browsers.
- Improve the website's navigation and user experience to increase engagement and interaction with visitors.
- Incorporate multimedia elements such as photos, videos, and infographics to enhance storytelling and visual appeal.

#### 3. Scope of Work:

The selected web development agency or individual will be responsible for the following tasks:

- Developing a comprehensive plan for migrating the website to WordPress.
- Designing a new layout and user interface for the website, including wireframes and mockups for review and approval.
- Implementing the approved design using WordPress, including customization of themes and plugins as needed.
- Migrating existing content, including text, images, and multimedia files, to the new website.
- Testing the website for functionality, performance, and compatibility across different devices and browsers.
- Providing training and documentation for TFU staff on managing and updating the website using WordPress.

#### 4. Deliverables:

- Updated website design and layout mockups for review and approval.
- Fully functional WordPress website with all content migrated from the existing website.
- Documentation and training materials for TFU staff on managing and updating the website.
- Ongoing technical support and maintenance for the website for a specified period after launch.

#### 5. Timeline:

The project timeline is estimated to be completed in 2 months from the start date.

#### 6. Proposal Submission:

Interested parties are invited to submit a detailed proposal outlining their approach to revamping TFU's website, including relevant experience, proposed timeline, and cost estimate. Proposals should be submitted to [joram@teachforuganda.org](mailto:joram@teachforuganda.org) or physically **dropped** in a sealed envelope at our Offices in Muyenga along Majid Musisi close no later than **6th March 2024**.

#### 7. Evaluation Criteria:

---

Proposals will be evaluated based on the following criteria:

- Experience and expertise in website development and design, particularly with WordPress.
- Understanding of TFU's mission and objectives, and ability to effectively showcase them through the website.
- Creativity and innovation in website design and user experience.
- Proposed timeline and ability to meet project deadlines.
- Cost-effectiveness and value for money.

8. Terms and Conditions:

- TFU reserves the right to reject any or all proposals received and to negotiate separately with any bidder.
- The selected web development agency or individual will be required to sign a contract with TFU outlining the terms and conditions of the project.
- TFU retains ownership of all materials developed as part of the website revamping project.
- Payment terms will be negotiated and included in the contract between TFU and the selected bidder.

9. Contact Information:

For inquiries or further information, please contact  
Joram Mukiza, Procurement officer, [joram@teachforuganda.org](mailto:joram@teachforuganda.org)

10. Confidentiality:

All information provided by TFU and the selected bidder during the proposal process shall be treated as confidential and used solely for the purpose of evaluating proposals and negotiating the contract.