



## **Request for Proposal: Website Development for Downtown Cobourg**

Request for Proposal (RFP) are invited from qualified and experienced website designers who can offer their services to produce a new stand alone website for Downtown Cobourg. The Cobourg Downtown Business Improvement Area (DBIA) is asking interested parties to provide an RFP that meets the following criteria:

- Website & Digital Brand Development
- Develop Site Map and Content Navigation Menus
- Develop and Deploy responsive scalable architecture w/CSS(Basic UX)
- User-Enabled Website Creation (Drag & Drop Function)
- Rich-Media Business Directory - Client Enabled
- Content Development & Deployment
- Premium Wordpress Theme
- Graphic design and Branded content design
- Social Media Linking
- Create User Permissions & Passwords
- Basic Google Analytics Package
- Technical Support
- Website Backup and Database Security

We currently have a micro site on the Town of Cobourg website ([www.downtowncobourg.ca](http://www.downtowncobourg.ca)) that gets rerouted to [cobourg.ca/DBIA](http://cobourg.ca/DBIA).

If you are interested in designing the website for Downtown Cobourg, interested parties are requested to submit their response to this RFP electronically via email to the following address: [dbia@downtowncobourg.ca](mailto:dbia@downtowncobourg.ca). With your electronic submission, please include a link to your business website.

Interested parties should provide their response by Monday, April 16, 2018. Any responses received after this date may not be considered.

If you have any questions, please contact the Cobourg Downtown Business Improvement Area by phone at 905-377-8024 or email to: [dbia@downtowncobourg.ca](mailto:dbia@downtowncobourg.ca).

By submitting an RFP you give your consent to the Cobourg DBIA to collect and store the information for the expressed reasons of being selected to design the website for Downtown Cobourg.