REQUEST FOR PROPOSALS (RFP)
WORLD JUSTICE PROJECT

DYNAMIC HTML REPORTS

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<u>Project Background</u>

The *World Justice Project EU Governance, Rule of Law and Justice Indicators* is a new project measuring the rule of law based on the experiences and perceptions of the general public and legal practitioners in more than 110 subnational regions across the 27 European Union (EU) Member States. The information presented in the *EU Governance, Rule of Law and Justice Indicators* is much more granular level than what is showcased in the *WJP Rule of Law Index* series and is be designed to convey key information clearly and concisely to policymakers and other stakeholders. As part of this effort, we WJP is looking to develop a semi-automized dynamic HTML report, that – in the medium and long term- can be adapted for other WJP reports. This format should be modular and downloadable as a PDF for print.

<u>HTML Reports</u>

Please consult this XD file to view how the <u>HTML Report</u> is designed in terms of functionalities, and how it looks within the EU platform: https://shorturl.at/cCE49

The prototype is subject to change; however, we will have a finalized version by the time the budget proposal is due. Please contact us if you would like us to walk you through the prototype.

WJP is open to working with a system or workflow that is not HTML (Javascript, Phyton), however the resulting reports (outputs) do have to come out in HTML.

Elements and functionalities to consider:
Semi-automized
- All texts (including acknowledgements, introduction, methodology, findings, footnotes, titles and subtitles) should be able to be changed from an excel, CVS file, or any other suggested file format (i.e. without having to modify the index file directly).
- Automatize chapters, themes, titles, number in title of graphs, number of pages (in PDF), any other element that might be associated with the inclusion or exclusion of a page (in PDF) from a source file.

Modular
- WJP seeks the ability to:
  o Eliminate elements from the index, depending on the report being generated;
  o Add elements from the index for the PDF version (i.e. that may not be on the HTML version) if required;
  o Eliminate the *scrollytelling*, depending on the report being generated;
  o Add graphics to carousels that where not automatically generated;
  o Be able to change colours on Titles and other design items, for future reports

PDF generation
- The HTML should be downloadable as a PDF file for those interested in printing it.
- The PDF should automatically be able to eliminate the *scrollytelling* and replace it with a cover (that WJP can upload).
- All graphics in the carousel of each theme should be exported into the PDF.
- The PDF should adhere to a design optimized for print (provided by use), which includes margins.

Capacity building
A short training session to understand how report development works.

Deliverables:
- HTML template with all the report sections.
- Excel of CSV that feeds to all the text into the HTML reports
- Step by step guide.

Project budgeting

WJP has designed and provided the functionalities for an HTML report, however, because of budget constraints, it is possible that this design will not be completed in this first edition. To help WJP decide which functionalities to prioritize please break down your budget. In particular, we are interested in understanding the cost of:

Functionality	Notes
Text automization	We are interested in automatizing text changes from an Excel, CVS file, or any other suggested file format. This is to help us reduce proofing errors and the time it takes to implement corrections. Texts include: • Acknowledgements • Introduction • Methodology • Findings • Footnotes • Titles • Subtitles
Content automatization	We are interested in automatizing the titles and numbers in the graph titles.
HTML to PDF automatization	We are interested in automatizing the numbering of pages when the HTML report gets downloaded, as well as any other element that might be associated with the inclusion or exclusion of a page (in PDF) from a source file.
Index modularity	We are interested in being able to • Eliminate elements from the index, depending on the report being generated, as well as the *scrollytelling* function; • Add elements from the index, for the downloadable version that may not be on the HTML version; • Add or eliminate thematic links in "explore topics".
Graphics modularity	• Add graphics to carousels that were not automatically generated. • Add graphics to text sections (such as Executive Summary).
Design flexibility	WJP is interested in using this format for future reports. Although the typography might stay the same, we must be able to change the colour codes or add new pages for future reports.
PDF downloadable	The HTML should be downloadable as a PDF file for those interested in printing it. • The PDF should automatically be able to eliminate the scrollytelling and replace it with a cover (that WJP can upload). • The PDF should automatically eliminate the "Explore topics" links that appear in each theme. • All graphics in the carousel of each theme should be exported into the PDF.

Print-friendly PDF design	The PDF should adhere to a design optimized for print (provided by use), which includes margins (provided by us).
Mobile responsive	Please provide the cost of: • Your company adapting the HTML design for mobile vs. desktop • Your company simply implementing a mobile design provided
Capacity building	Please provide the cost of: • A training session and guideline

WJP also welcomes you to break down and include any other activities / functionalities not mentioned above.

Timeline

Final HTML formats must be completed by July 31, 2024, with availability for follow-up and adjustments to errors found up until the end of 2024. It would be desirable to be able to work on a simpler version of the HTML formats prior to this (end June / early July) to give the WJP team time for feedback and familiarization with the format.

Contact and Submissions

If your firm is interested in partnering with us on this endeavor, please confirm your intention to bid and send any questions or clarification requests by **May 24, 2024**. If you would like a walkthrough of the prototype, we would be happy to do so up until **May 24, 2024.** The final proposals are due by **May 29, 2024** and should include:
- Work timeline (including drafts & revisions)
- Detailed budget
- Company CV (with a brief description of different team-members involved)
- Portfolio

Please send all communications to Natalia Jardon, Director of Digital Innovation at , Ana María Montoya, Director of Data Analytics at amontoya@worldjusticeproject.org, and Leslie Solís, Research Director, EU Subnational at lsolis@worldjusticeproject.org. Thank you very much for your time and consideration.