



**Issuance Date: May 22nd**

**Questions Deadline: June 5th, 2024 by 5 p.m. CET**

**Proposal Deadline: June 6th, 2024 by 5 p.m. CET**

### Request for Proposals

ICT Hub within the framework of the "Justice for All" project is seeking experts to carry out activities:

#### **Justice Innovation Program event organization**

Contracting Authority:

Association of Citizens for the Development of Technological Entrepreneurship ICT Hub

Kralja Milana 10

Belgrade, Serbia

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## 1. About the Project

The USAID "Justice for All" project is a five-year initiative designed to assist the Government of the Republic of Serbia in addressing legal issues faced by citizens and facilitating their access to justice through strengthening the judicial system and its stakeholders, and achieving the guaranteed rule of law. The "Justice for All" project will empower Serbian citizens to understand better and utilize law and their rights by establishing a partnership between judicial actors and local communities to develop innovative approaches and solutions to legal problems, thereby improving legal services.

## 2. Background

ICT Hub is an implementation partner for components of the program dedicated to justice innovation. As a partner on the "Justice for All" project, ICT Hub is tasked with activities related to:

- Enhancing people's experiences when accessing legal services
- Forming innovation networks to facilitate problem identification and resolution in accessing justice
- Encouraging community involvement in problem-solving to identify feasible solutions. These activities are carried out by organizing ideation programs, developing tools for e-justice through clickable prototypes, setting up incubation programs, etc.

In Serbia, vulnerable groups such as persons with disabilities, women and victims of gender-based violence are not familiar with the rights they have and do not know enough about the legal system and the mechanisms available to them. Due to insecurity and lack of information, their access to justice is limited, and they also underutilize free support services.

The Justice Ideathon is a two-day competition for teams to create solutions for innovative digital tools that will help vulnerable groups understand and use their rights and support services.

Ideathon is the first phase of the "Justice Innovation" program, organized within the USAID project "[Justice 4 All](#)". In the second phase, the winning teams will participate in the validation phase.

## 3. Scope of Work

**The Request for Proposal (RFP) is intended to find experts to organize and manage the Justice Ideathon event.** It seeks a service provider capable of delivering a high-quality, engaging event that aligns with the goals of the Justice Innovation project. The successful candidate will demonstrate expertise in event organization, effective communication strategies, and logistical execution.

### 3.2 Activity Objective

Justice Ideathon is a two-day competition for teams to create solutions for innovative digital tools that will help vulnerable groups understand and use their rights and support services.

### 3.3 Activity Description

The selected service provider will organize the Justice Ideathon event, which includes:

- Marketing and Promotional Activities: Develop and maintain a landing page, social media campaigns, and other related activities to promote the event.
- Promotional Material: Design and produce promotional materials such as banners, brochures, and participant gifts.
- Logistics: Coordinating the venue, setup, technology needs, and other logistics to ensure the smooth execution of the event.

#### **4. Timeline and Milestones**

- Submit your offers by **June 6th**
- Selected experts informed by **June 7th**
- The final event will be organized by **June 30th**

#### **5. Resources:**

The event will be organized in cooperation and coordination with experts from ICT Hub.

#### **7. Submission requirements**

ICT Hub will select the proposal with the best price-to-quality ratio and the applicant's expertise, which should align with the call's requirements.

To apply for the role of an Ideathon organizer, please submit your offer with the following information:

- Send us the **CV of the leading expert** engaged in the project, along with a portfolio demonstrating previous experiences.
- An **offer including the price** for the service as described in the public request for proposal

The deadline for submitting proposals is **June 6th, 2024**

Please send your offers and any questions to the following email address: [olga.arsenovic@icthub.rs](mailto:olga.arsenovic@icthub.rs).