



16th April 2026

Request for Proposal (RFP)

Project: Design & Development of St. Dominic catholic Hospital Ogungbade Ibadan Website

Issue Date: 15th April, 2026

Proposal Deadline: 15th May, 2026

Contact Email: sdchcsunit@gmail.com

1. Organisation Background

St. Dominic catholic Hospital is a 64-bed hospital located in Ogungbade Off New Ife Road, Oyo State, Nigeria. It is a leading healthcare provider in Nigeria. We provide excellent healthcare to all categories of people irrespective of their background, paying particular attention to women and children.

We seek an experienced web development company to design and develop a modern, secure, and user-friendly website.

2. Project Objectives

The new website should:

- Present a strong Catholic healthcare identity.
- Display hospital services and departments clearly.
- Enable easy patient and community engagement (contact form, WhatsApp chat, chatbot).
- Provide information on hospital events, announcements, and job openings.
- Support fundraising and donor engagement.
- Connect seamlessly with social media platforms.
- Host both external and internal communication emails.

3. Recommended Navigation Menu

Top Navigation Bar:

- Home
- About Us
- Services
- Departments- Medicals, Nursing, accounts, ICT, Administration, Front-desk, Hygiene, Pharmacy
- Diagnostic Centre- Radiology,
- News & Events
- Careers



- Donate / Support
- Contact Us

4. Scope of Work

The selected vendor will be responsible for:

Discovery & Planning

- Stakeholder workshops
- User research
- Sitemap & information architecture
- Project roadmap

Design (UI/UX)

- Wireframes
- Visual design mockups
- Mobile & desktop responsive design
- Accessibility best practices

Development

- Build with only codes language (HTML, CSS, PHP, JAVASCRIPT) not web builder software or CMS should be used
- Frontend and backend development
- Contact forms & integrations
- SEO basic setup
- Security implementation

Content Support

- Guidance on content structure

Testing & Launch

- Cross-browser testing
- Performance optimisation
- Go-live deployment

Training & Support



- Staff training on managing the website
- Minimum 6 months post-launch support

4. Expected Deliverables

Vendor must deliver:

- Fully functional website
- Training sessions for staff
- Technical documentation
- Maintenance/support plan

5. Proposal Submission Requirements

Vendors must submit:

1. Company profile and experience
2. Portfolio of similar projects (minimum 2)
3. Proposed project approach/methodology
4. Project timeline
5. Team members and roles
6. Cost breakdown (separate discovery, design, development)
7. Maintenance/support options
8. At least 2 client references



6. Bidding procedures time line and evaluation

Date	Stage	Details of the Event
Submission date: 1st May, 2026	Proposal Submission	All bidders must submit their detailed proposals on or before this date. Late submissions will not be considered.
Submission Deadline 22nd May, 2026	Initial Screening	All received proposals will be reviewed against the stated requirements. Only proposals that meet the criteria will proceed to the next stage.
Presentation Date 22nd June, 2026	Presentation Stage	Shortlisted bidders will be invited to present a summary of their proposal. The presentation should focus primarily on cost and project timeline . Presentations will take place in the presence of other shortlisted bidders.
3 days after presentations	Price Review Opportunity	Presenting bidders will be given three (3) days to review and revise their pricing to ensure competitiveness. Cost competitiveness will strongly influence progression.
Demo Date 6th July, 2026	Private Demonstration Stage	Selected bidders will be invited to conduct a confidential, detailed demonstration of their proposed solution. Demonstrations will be held privately with the internal team to protect each bidder's intellectual property.
To be communicated	Final Selection Stage	Two or three bidders will be shortlisted as finalists and formally notified. At this stage, the final price offer becomes the primary evaluation criterion .
To be communicated	Final Pricing & Award	Finalists will submit their Best and Final Offer (BAFO) . The preferred vendor will then be selected and contract negotiations will begin in accordance with legal and procurement requirements.

We appreciate your interest in partnering with us and look forward to receiving your proposal

8. Submission Instructions

Send proposals to: sdchcsunit@gmail.com

Subject: **Website Development Proposal**