

Terms of Reference

Contract staff for further Development of National Bureau of Statistics Website

I. Background

In order to effectively communicate statistics to key development policy makers and decision makers in government and to the users of statistics directly through the website in a more interactive manner, the National Bureau of Statistics (NBS) is planning to further develop and improve its official website.

II. Justification

With the initial development of NBS website it had catered the minimum requirement as for a functional website as per the Terms of reference. However, with the changes in the technological developments, NBS would like to incorporate more interactive features like availability of graphical tools to make data more attractive to a wide range of users at their fingertips. Furthermore the currently developed website could be enhanced to make the website administration to be in more widely used languages.

III. Scope of Work

The Contract staff responsibilities are detailed as follows.

a. Plan

Bringing changes to frontend and backend of the existing NBS website (statisticsmaldives.gov.mv), which was design in ASP.NET. Selected contract staff has to be stationed at NBS.

b. Develop

The amendments for the website should include:

- Changes to backend of Interactive data platform, for extracting statistical indicators, producing customized tables and graphs, so that additional data could be fed and extracted from/to the database.
- Able to create admin users and assign different roles to users
- Make changes to backend to bring changes (Add, Edit, Delete) to items in/on main menu
- Make changes to backend so that changes to left & right pan of the website could be brought.
- Website should support (png, jpg, jpeg, gif, word, excel, pdf, mp3, mp4, swf)
- Make changes to backend so that latest updates are viewed on front page when needed.
- Make changes to backend for latest reports & publications released to be viewed on right pan of front page if needed.
- e-commerce module for statistical products
- Generate Reports and dynamic charts
- Search engine
- Check the security features of current existing website
- Bringing changes to front and backend as requested by IT staffs in the development stage

- Develop Dhivehi language pages for current website (the translation be provided by NSB)

c. Test

- Ensure Compatibility with latest versions of major browsers (IE, Firefox, Chrome, Safari etc); and should be validated according to the W3C standard.
- Ensure Website on supporting major devices (android & Apple phones, ipad, tablet)

d. Train

Train Stats & IT staffs for website maintenance and troubleshooting

IV. Duration

1 months, starting 5 April 2015. Activities should be completed by 5 May 2015

V. Requirements / Terms of employment

- Bachelor degree in a related area (graphic design & web development) and at least 4 years of relevant experience. Should be familiar with ASP.NET and SQL database.
- Previous experience in building websites on supported content management systems such as Aprix, the .Net platform or any other web content management platform;
- Experience with content management system usage as well as tools used to produce multimedia content, ranging from tools for the production of interactive web applications & graphic design.
- Proven ability to manage many different tasks, prioritize and deliver on schedule;

VI. Specific inputs to be provided by NBS

The consultant will have access to Stats and IT staff at NBS as well as to office computer facilities. NBS staff will provide inputs (e.g. text of the Dhivehi website...) and real time feedback on activities to be performed.

VII. Project reporting:

- Task Manager from IT will be supervising and helping to coordinate the contract staff, with final acceptance of deliverables to be authorized by NBS.
- The contract staff is responsible for the quality and timely completion of all tasks and deliverables defined by this Terms of Reference.
- Should it become necessary to modify scope of the work or timeframe, the contract staff must discuss the circumstances with the task manager and obtain prior written approval.

VIII. Confidentiality agreement:

All data and information received from NBS for the purpose of this assignment are to be treated confidentially and are only to be used in connection with the execution of these Terms of Reference.