بسم الله الرحمن الرحيم

ކުޅުދުއްފުށި ސިޓީ ކައުންސިލްގެ އިދާރާ

ކުޅުދުއްފުށި، ދިވެހިރާއްޖެ

އިޢުލާން

ކުޅުދުއްފުށި ސިޓީ ކައުންސިލްގެ ނަމުގައި ވަކިސަރަޙައްދެއް ޤާއިމްކުރުމަށް ތައްޔާރުކޮށްފައިވާ ފަރާތެއް ހޯދުން ބޭނުންވެއްޖެ

ކުޅުދުއްފުށި ސިޓީ ކައުންސިލްގެ ނަމުގައި ވަކިސަރަޙައްދެއް ޤާއިމްކުރުމަށް ތައްޔާރުކޮށްފައިވާ ފަރާތެއް ހޯދުން ބޭނުންވެއެވެ. ވީމާ، މިމަސައްކަތަށް ޝައުޤުވެރިވާ ފަރާތްތަކުން ތިރީގައި ދެންނެވިފައިވާ ގޮތުގެ މަތިން މައުލޫމާތު ސާފުކުރެއްވުމަށާއި އަންދާސީ ހިސާބު ހުށަހެޅުއްވުން އެދެމެވެ.

ބީލަމާއި ބެހޭ ސުވާލи ފޮނުވާ:

https://forms.office.com/r/HdR5u26aNz :ލިންކް

ވަގުތު	ތާރީޚް	ތަފްޞީލް
10:30	13 ޖޫން 2023 (އަންގާރަ)	ސުވާލުފޮނުވާ އިމެއިލް ކޮށްފައިވާ ސުންގަޑި: bids@kulhudhuffushicity.gov.mv :އިމެއިލް
10:30	16 ޖޫން 2023 (ހުކުރު)	ބީލަންފޮނުވާ ފޮނުވާ ސުންގަޑި
10:30	17 ޖޫން 2023 (ހޮނިހިރު)	އަންދާސީ ހިސާބު ހުށަހެޅުން
	ގަޑި: ކުޅުދުއްފުށި ސިޓީ ކައުންސިލް އިދާރާ އަދި ވޮކަސް އަދި ވާނެ ފަދައިންމެ އޮންލައިން ޖަލްސާކުރާ ޤާއިމްވެފައި	
	އިތުރު މައުލޫމާތު ސާފުކުރައްވަން ބޭނުންވެ ލައްވާ ފަރާތްތަކުން ގުޅުއްވާނީ 6527182 ނުވަތަ 6527192 އަށެވެ.	

މިމަސައްކަތާއި ބެހޭ އެންމެހާ ތަފްޞީލުތައް ސަރުކާރުގެ ގެޒެޓްގައި ޝާއިޢުކޮށްފައި ވާ https://kulhudhuffushicity.gov.mv އިން ޖޫން 03 ޖޫން 2023 އިން ފެށިގެން ލިބިވަޑައިގަންނަވާނެ. އަދި މިމަސައްކަތާ ގުޅިގެން ދޫކުރެވޭ އެންމެހައި މައުލޫމާތުތައް ހަމައެކަނި މައުލޫމާތު ދިނުމަށް ބޭއްވޭ ބައްދަލުވުމުގައި ބައިވެރިވެ ފަރާތްތަކަށް ލިބިގެންދާނެ.

ވަކިސަރަޙައްދެއް ޤާއިމް ފަރާތްކުރަންޖެހޭ ހުށަހަޅުއްވާ އެހެން އަންދާސީ ހިސާބު ހުށަހެޅުއްވުމަށްފަހު މިކަމާގުޅޭ ޢިއުލާނުދަންނަވާ ވިޔަފާރި ބައިވެރިވާ ކޮންފަރާތާ އަދި މިމަޢުލޫމާތު އަންގައި ދެންނެވިފަދައިން ފޮނުވައިދެއްވުން އެދި މިމަޢުލޫމާތު ފޮނުވިد ފަރާތުން ފޮނުވޫމަށް.

15 ޛުލްޤައިދާ 1444
03 ޖޫން 2023

Design and Development of Kulhudhuffushi City Council's Official Website

1. Background

Kulhudhuffushi City Council provides various services to citizens and is focused on improving customer relations by digitizing its services. To improve customer service relations and increasing efficiency through digitalization, it is important to redesign our website with a more user-friendly and modern design.

Our current website is outdated and not user-friendly, resulting in low engagement and poor user satisfaction. With this redesign, we aim to improve the overall user experience, increase engagement, and ultimately reduce the number of citizens that physically approach us.

2. Objective

2.1. Design and develop a new modern website for the Council.

2.2. Identify areas for improvement in the existing website.

2.3. Optimized search engine.

2.4. Incorporate responsive forms.

2.5. Redefine and organize content.

2.6. Develop a user-friendly Content Management System.

3. Scope

3.1. To develop a Unique website with a user-friendly front-end design that provides an engaging user experience. It should also include a strong Content Management System (CMS) that enables the council to easily update and manage the website content.

3.2. The vendor must conduct an in-depth needs assessment of the council and existing website before developing the new redefined website. Training must be provided for the selected staff at the council. 1-year technical support and maintenance must be provided by the vendor. Website hosting must be established as required by the council and website.
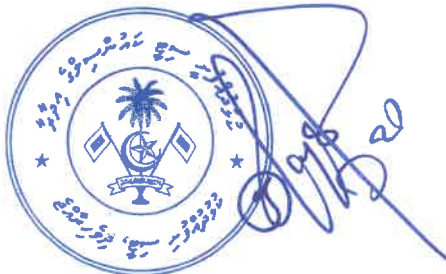
4. Deliverables:

The following deliverables are expected to be produced by the project:

Deliverable	Date
4.1. Needs Assessment report	Week 1 and 2
4.2. Preliminary design concept	Week 3 and 4
4.3. Revised design (if needed)	Week 3 and 4
4.4. First completed website	Week 7 and 8
4.5. Revised website based on feedback	Week 9 and 10
4.6. User manual for the CMS	Week 11
4.7. Technical documentation of the website	Week 11
4.8. Staff training on how to use the CMS	Week 11
4.9. Deploy website to hosting	Week 12

5.1. Needs Assessment Report

5.1.1. Review services provided by the council

5.1.2. Review existing website of the council

5.1.3. Meet with the sections and identify issues

5.1.4. Suggestions on improving efficiency through website

5.1.5. Suggestions to integrate new functions on the website

5.1.6. Identify the main tabs and contents of the website

5.1.7. Identify frequently requested forms and information by the users

5.2. Preliminary design concept

5.2.1. Design concept must reflect on the needs assessment

5.2.2. Proposed navigation layout to organize the content and tabs

5.2.3. Graphics/theme of the website including icons and animations

5.2.4. UI/UX concept of the overall website

6. Timeline:

6.1. Week 1-2:

Initial meeting with Kulhudhuffushi City Council to discuss project requirements and goals. Web development firm conducts a needs assessment of the Council and the existing website.

6.2. Week 3-4:

Web development firm submits a preliminary design concept for the website. Kulhudhuffushi City Council provides feedback on the design concept. Web development firm revises the design based on feedback.

6.3. Week 5-6:

Web development firm begins website development, integrating the CMS and other necessary components. Kulhudhuffushi City Council provides necessary content and images for the website.

Web development firm develops the required pages for the website based on the approved design concept.

6.4. Week 7-8:

Web development firm completes development of the website and conducts thorough testing to ensure proper functionality. Kulhudhuffushi City Council reviews and provides feedback on the website. At this stage, the pages and content must be updated on the website.

6.5. Week 9-10:

Web development firm implements changes and revisions based on feedback provided by Kulhudhuffushi City Council. Web development firm conducts a final quality assurance check on the website

6.6. Week 11:

Web development firm provides training to Kulhudhuffushi City Council staff on how to use the CMS. Kulhudhuffushi City Council conducts a final review of the website and approves it for launch

6.7. Week 12:

Web development firm launches the website. Web development firm provides technical support for the first year after launch, ensuring proper functionality and addressing any issues that may arise.
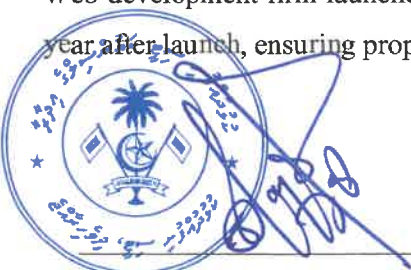
7. Website contents

Below is the list of contents which is a minimum requirement for the website. Website should have both Dhivehi and English pages for the following web pages proposed. Each element of the website should be managed by the council using Content Management System. The content and navigation layout must be developed in collaboration with the council and it should reflect on the needs assessment.

7.1. Council Members Page

7.1.1.   About current council

7.1.2.   Council Members

7.1.3.   Previous Councilors

7.1.4.   Mayor's Page

7.1.5.   Council should be able to manage the members easily through a content management system. Developers should allow the council to update photos of the councilors, positions of the councilors, contact details and representing the party. Developer is encouraged to suggest council on any additional information and visual representation for this section in the proposal.

7.2. Women Development Committee Members

7.2.1.   President & Members

7.2.2.   Council should be able to manage WDC Members through content management system

7.3. Council Staff

7.3.1.   Council should be able to manage Council Staff through a content management system. Council should easily update staff photo, designation and department

7.4. Council Meetings

7.4.1.   Council should be able to create meetings, meeting type, Meeting location, date, Summary of the meeting in Rich Text Editor format, Meeting downloadable. Developer may be required to add additional fields requested by the council in future.

7.5. Public Meetings with embedded live content

7.5.1.   As per Local Council Mandate, Council is required to conduct public meeting sessions. Council should be able to create these meetings, add meeting location, date amongst other general information. Council should have the ability to embed live meeting links for such meetings held.

7.6. Council's General Information

7.6.1. About the Council

7.6.2. Vision and Mission

7.6.3. Mandate

7.6.4. Staff Structure

7.7. Contact Us

7.7.1. Department contacts

7.7.2. Google Map Location

7.7.3. Contact Us fillable form with reCAPTCHA

7.8. Reports

7.8.1. Monthly Council Reports

7.8.2. Key Economic Indicators of the City

7.8.3. Statistical Releases

7.8.4. Council should be able to manage categories for the indicators and should have ability to update statistical fields through content management systems.

7.9. City Development Plan

7.9.1. Work Schedule

7.9.2. Development Plan

7.9.3. Government PSIP

7.9.4. Council should have the ability to add categories for work schedule, General Tasks for each category and Sub-Tasks. Developers shall provide visual contents in the form of clickable bar charts, graphs, pie-charts to visually represent these data.

7.10. About the City

7.10.1. City Introduction

7.10.2. Cultural and Historical aspect of the city

7.10.3. Council should have access to change this information on the content management system through Rich Text Editor.

7.11. Island Directory

7.11.1. Landmarks and key places of the city

7.11.2. Council should have access to add categories, Locations, Photos and Icons. Developer shall propose a visually appealing format to represent these data on the website.
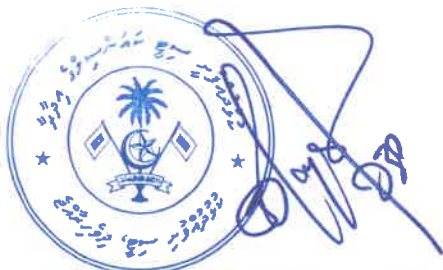
7.12. News

7.12.1. Council should be able to add Tags, Manage News before it is uploaded to the website. Developer shall provide the Council with Rich Text Editor with functions to add Multiple Photos, Quotes, Tags within a news.

7.13. Announcements

7.13.1. Council should be able to manage announcements through a content management system. Time stamp shall be provided with Published date, Deadline if required and general instructions along with the additional attachments.

7.14. Photo Gallery

7.14.1. Council should be able to create multiple photo galleries and should have functions within the content management system to add multiple photos to a single gallery. Such photos uploaded to the website should be optimized.

7.15. Video Gallery

7.15.1. Council should have a feature to add embedded Link of the Video and a thumbnail photo for each video.

7.16. Press Releases and Circulars

7.16.1. Council should be able to manage Press Releases and Circulars through a content management system. Time stamp shall be provided with Published date, Deadline if required and general instructions along with the additional attachments.

7.17. Land Use Plan

7.17.1. Council should have a feature to add updates to the land use plan through a content management system.

7.18. Projects update Page

7.18.1. Projects updates page must be manageable using the CMS to provide the up-to-date information about the on-going and finished projects of the council.

7.19. Lodge a complaint

7.19.1. Developers shall provide Council with complaint management within the content management system. General user should have functions to select the type of complaint, Description, Email as basic requirements.

7.20. Services page

7.20.1. Council should have a function to add services based on categories. Such Categories should have managed functions whereby councils can manage categories.

7.21. Job Listing

7.21.1. Council should have a function to manage Jobs with access to create a separate page for each Job listing with information such as published date, deadline for application, description of the job listing with Rich Text editor format, attachments.

8. Technical Requirements

8.1. The backend development should be done using Node, and the database should be MySQL or MangoDb with proper security. The development team should ensure that the code is well-documented, maintainable, and scalable.

8.2. The frontend development should be done using Next.js latest version. The website should be responsive and optimized for various screen sizes, and the development team should ensure that the website is compatible with different browsers.

8.3. The website should have a CMS, which will allow for easy content management and updates by non-technical staff. The CMS should be user-friendly, reliable, and secure.

8.4. The development team should ensure that the CMS is customized to meet the specific needs of the website, and that it is compatible with the chosen backend and frontend frameworks.

8.5. The CMS should allow for easy integration of various media types such as text, images, videos, audio and document files. Additionally, the CMS should allow for easy creation and management of user accounts and permissions, and should have a robust backup and restore system in place to prevent data loss.

8.6. CMS should allow users to organize content into categories, tags, and other groupings to make it easier to find and manage.

8.7. CMS should have a search function that allows users to find specific content quickly and easily.

8.8. Multiple user roles should be used to perform tasks from the CMS (Such as Admin, Editor).

8.9. CMS should have full access control features, allowing administrators to manage user permissions and roles to ensure that only authorized users can access and modify content.

8.10. Variety of tools that allow Users to create and edit content, including rich text editors, image and video editing tools, templates and Forms should be implemented in CMS.

8.11. CMS should be able to integrate with third-party tools and services, such as social media platforms.

8.12. User actions should be logged and accessible to staff from CMS.

8.13. Integration of BML / MIB Gateway is required for the website.

8.14. Website should have strong security features to protect against data breaches and other security threats. This includes features such as secure login and data encryption

8.15. The website should follow SEO standards.

8.16. Perform application testing/debugging, in particular, unit testing and integration tests whenever required.

8.17. Perform bug fixes and new features required by the Council team during the agreed duration.

8.18. Database and Server should have a method to back up automatically.

8.19. Uploaded images and videos should be optimized for page load speed.

8.20. Social Media integration (Facebook, Instagram, Twitter).

8.21. Website Should not be replicate of previous website/ projects undertaken.

8.22. Kulhudhuffushi City Council will provide Web Hosting credentials upon request to host website. Web development firm should pay for web hosting plan (1 Year). Web hosting Packages should be chosen as shown below;

8.22.1. Web hosting Package: Digital Ocean - Droplet

8.22.2. Region: Singapore

8.22.3. OS image: Unbuntu 22.10 64bit

8.22.4. Size Droplet Type: Basic

8.22.5. CPU options: Premium Intel, 8GB/4 intel CPUs, 160GB/NVMe SSD, 5TB Transfer

8.22.6. Additional Storage: 250GB

8.22.7. Configuration: Automatic Format & Mount

8.22.8. Authentication method: Password

8.22.9. Other Options: Worry free Managed Database

9. Technical Proposal Evaluation (60 marks)

9.1.   Applicants need to achieve a minimum 70 out of 100 in order to pass the Technical Evaluation. Proposals achieving a mark below this threshold will be rejected. 70% weightage will be provided for the final score from technical evaluation.

Description	Allocation
9.2. **Qualification and experience of team**	
9.2.1.**Lead Developer** – responsible for the overall website development process with extensive experience/qualifications in programming and CMS development (minimum 4 years of experience in website development). (Government/Public sector)	05
9.2.2.**UI/UX Designer** – Prior experience on designing websites and previous projects undertaken (Government/Public sector)	03
9.2.3.**Content Writer** – Prior experience on designing websites and previous projects undertaken (Government/Public sector) (Responsible for proof-reading the contents, as well as creating and uploading content to the website.)	02
Total Marks allocation for this section	**10**
9.3. **Quality and functionality of previous websites developed**	
9.3.1.Design aspects of previous websites developed	05

9.3.1.1.	Layout and Structure	0.5
9.3.1.2.	Color Scheme	0.5
9.3.1.3.	Typography	0.5
9.3.1.4.	Images and Graphics	0.5
9.3.1.5.	Navigation	0.5
9.3.1.6.	Responsive Design	0.5
9.3.1.7.	User Interface (UI) Elements	0.5
9.3.1.8.	White Space	0.5
9.3.1.9.	Branding	0.5
9.3.1.10.	Video Backgrounds	0.5

9.3.2.	Functionality aspects of previous websites developed		05
	9.3.2.1. Content Management System	1	
	9.3.2.2. Blog/news	0.5	
	9.3.2.3. Video library	0.5	
	9.3.2.4. Photo gallery	0.5	
	9.3.2.5. Search (In-site search)	0.5	
	9.3.2.6. User-Friendly Forms	0.5	
	9.3.2.7. Event calendar	0.5	
	9.3.2.8. Social Media Integration	0.5	
	9.3.2.9. Analytics and Tracking	0.5	
Total Marks allocation for this section			**10**

9.4. Proposed design outline/sketch for Council website (Evaluated based on the submission made with the proposal)

Overall design and proposed functions as per the current website and Council mandate. for the website and its alignment with the objectives of Council and its duties. Bidder shall **at least** provide a wireframe of the Landing Page. Bidders are encouraged to submit a Mockup for the evaluation. Marks will be given based on the clarity of the proposition.	15
Total Marks allocation for this section	**15**
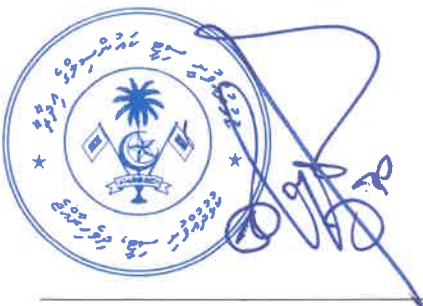
10. Financial Proposal Evaluation (20 marks)

10.1. Evaluation of the Financial Proposal will be based on the proposed fee (in MVR, inclusive of GST). The proposed fee should be inclusive of stock photos for the design of the website. The lowest proposed fee will achieve the highest score.

11. Duration of the Assignment proposed (20 marks)

11.1. Duration of the Assignment shall be submitted by the bidders along with the technical and financial proposal. The earliest proposed submission date will achieve the highest score in this section.

12. Final Score

12.1. Technical Evaluation - Applicants need to achieve a minimum 70 out of 100 in order to pass the Technical Evaluation.		35%
12.2. Financial Evaluation		60%
12.3. Proposed Duration (not more than 90 days)		5%
TOTAL		**100%**

13. Documents Required

13.1. Qualification and experience of team

13.1.1. Lead Developer – Work Completion letters /Qualifications in Web Development (Minimum 4 years of experience in website development). Projects on Government or public sector will count.

13.1.2. UI/UX Designer – Work Completion letters - Links of previous projects undertaken and Qualifications. (Projects on Government or public sector will count.)

13.1.3. Content Writer – Qualifications and Work Completion letters - Links of previous projects undertaken. (Projects on Government or public sector will count.)

13.2. Quality and functionality of previous websites developed

13.2.1. Links of previous websites/projects developed

13.2.2. Work Completion letters

13.2.3. Color Print of previous websites/projects developed

13.3. Proposed design outline/sketch for Council website (Evaluated based on the submission made with the proposal)

13.3.1. Overall design and proposed functions as per the current website and Council mandate. Bidder shall at least provide a wireframe of the Landing Page. Bidders are encouraged to submit a Mockup for the evaluation. Marks will be given based on the clarity of the proposition.