TERMS OF REFERENCE

MFMC Website Development

January 2024

Issued by:

Maldives Fund Management Corporation Ltd

Contents

Terms of Reference
For redesigning of the MFMC Official Website

Purpose of the project

The purpose of this project is to entrust the web developer with the responsibility of creating the official website for Maldives Fund Management Corporation (MFMC). The developer will be tasked with creating a professional, user-friendly, and functional website that accurately represents MFMC's identity and effectively communicates its mission, services, and information to its target audience.

Background

Maldives Fund Management is a 100% state-owned establishment by the presidential decree on 3/20190, with the mandate to pursue capital market solutions for the government's development needs while facilitating private sector development subsequently creating opportunities for the local and foreign investors to benefit from the investments in various sectors in the Maldivian economy.

Project Overview

Our aim is to modify the structure and design of our website (www.mfmc.mv) to maintain a more up-to-date and modern design as well as improve our online visibility to reach our marketing requirements by increasing our website traffic.

We are soliciting proposals for a total redesign and development of the website with a Content Management System (CMS). Furthermore, we would like to include the development of brand elements which are to be incorporated in the website redesign to create a consistent and recognizable brand image of MFMC, across all of our platforms.

The text content, images and some visual elements will be provided by MFMC. However, the web developer must propose a visual model and a presentation of various sections to be approved by the MFMC team in charge of this project.

MFMC team will be in close contact with the selected web developer, to ensure that the seamless communication regarding all aspects of the project.

Objectives

MFMC's website will be a representation of the corporation and its values, therefore, the web developer must adhere to the MFMC brand guidelines and ensure that the design measures up to the standards of MFMC.

The main objectives of this project are as follows:

1. Have a modern website showcasing the corporation in a manner which is attractive to website visitors i.e stakeholders, potential investors etc.
2. Highlight the key strengths of MFMC (vision, mission, projects, and funds) on the homepage.
3. Ensure the compatibility of the website with mobile devices using the responsive design technique.
4. Ensure that the website is designed in a more functional manner (such that it takes less time load) with an easier navigation – user friendly design.
5. Ensure that the major projects of MFMC is highlighted on the homepage which catches the attention of visitors immediately.

6. Offer more visibility to our partners / subsidiaries.
7. Enables users to manage and edit website content with ease and efficiency using a CMS
8. Each type of content must allow the publication of rich text, images, image galleries, videos, attached files, code processing (able to load images in PNG format).

Scope of Work

The web developer would be responsible for development of the MFMC Official website, and its functions according to the requirements of the MFMC team in charge of the project. The developer must use the UI provided by MFMC and develop the website not limited to the following functions:

1. Easy to use Content Management System with strong security features.
2. Complete management of multimedia content (text, image, video, attached files)
3. Responsive mobile version suitable for tablet and smartphone display based on the given UI design.
4. Internal search engine.
5. Backup process
6. Ability to create new topics/sub-pages/gallery's, save as draft or publish
7. Ability to set User roles and levels to allow access to staff for website updating
8. Events calendar
9. Website analysis tools
10. Create sub-pages for MFMC's projects within the website

Methodology:

MFMC will provide a full explanation of the project and the website UI design in mind to assist with development.

Deliverables

proposed website structure and design with CMS features and design elements.

1. Final website structure with CMS features and security features.
2. Initial functional website based on accepted website structure and design.
3. Fully functional website with identified issues resolved and hosted by the contractor under MFMC domain.
4. Manual of protocols, source code and user guidelines for the website including required training.

Note: Please include deliverables in proposal with timeline.

Duration

The successful party must be available to commence the services in March 2024. This assignment shall be completed within 40 calendar days from the date of signing the agreement.

Qualifications and requirements:

Interested firms for the consultancy are expected to fulfill the following criteria in terms of the expertise and qualifications:

1.Team must demonstrate:

- Competency in use of Laravel and other frameworks

- Working knowledge of web programming languages such as but not limited to HTML5, CSS, PHP, MySQL, and JavaScript;

- Experience in designing, developing, monitoring, and managing websites.

2. Firm must have undertaken related or similar projects in the past with successful outcomes

3. Competencies of project team

The team shall have key personnel with the following minimum qualifications and experiences:

PERSONNEL	EXPERIENCES
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).

Scores will be appropriated based on the skill set of team members (as evidenced from the CVs submitted) based on the above expertise areas.

Evaluation

Criteria, sub-criteria, and point system for the evaluation:

	MINIMUM REQUIREMENT	Max.POINTS
A	**Qualification / Experience**	**30**
	Competency of the project team. <table><tr><td>**Key Team Member**</td><td>**Points**</td></tr><tr><td>**LEAD DEVELOPER** Diploma in a related field</td><td>10</td></tr></table>	10
	Successfully completed website development projects with in last 4 years. Each completed project will be awarded 2 points.	20
B	**Financial**	
	Proposed price	**70**