

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ



سرکاری نوٹ

سرکاری نوٹ: سائبر سٹیٹوٹو ڈیپارٹمنٹ، گورنمنٹ آف سندھ، سندھ

PR/W/2024/24: سرکاری نوٹ

ایڈریس: (IUL)321-A/321/2024/56: سرکاری نوٹ

25/4/2024



سرکاری نوٹ، سائبر سٹیٹوٹو ڈیپارٹمنٹ، گورنمنٹ آف سندھ، سندھ

April 25, 2024

1 වන පිටුව

සමුදායකයාගේ

සමුදායකයාගේ	සමුදායකයාගේ
<p>සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p> <p>(IUL)321-A/321/2024/56</p> <p>2024 අප්‍රේල් 25</p>	1.1
<p>සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p> <p>2024 අප්‍රේල් 25 සිට 2024 අප්‍රේල් 01 දක්වා 13:00 ට පසු සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p> <p>https://forms.office.com/r/YsrsYf5ZTP</p>	8.1
<p>සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p> <p>2024 අප්‍රේල් 25</p>	9.1
<p>සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p> <p>2024 අප්‍රේල් 02 ට පසු සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p> <p>info@thulhaadhoo.gov.mv</p>	9.2
<p>සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p>	13.1
<p>සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p> <p>2024 අප්‍රේල් 21</p> <p>11:00</p>	18.1
<p>සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p>	24.1
<p>සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p>	28.1
<p>සමුදායකයාගේ සේවා, සමුදායකයාගේ සේවා, අධිකාරියේ, අධිකාරියේ</p>	30.1

סעיף 2 - מועדון עובדים ומערכת מנהלית

(א) מועדון עובדים

1.1. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

2.1. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

2.1.1. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

2.1.2. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

2.1.3. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

2.1.4. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

2.2. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

3.1. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

3.2. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

3.3.1. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

3.3.2. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

3.3.2. מועדון עובדים יתמנה מועדון עובדים המורכב מנציגים של כל מחלקות המפעל ויבחר נציג מועדון עובדים.

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3.3.4 مۆھرىملىك تۈزۈمىنى مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش، مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش، مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش

3.3.5 مۆھرىملىك تۈزۈمىنى مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش، مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش

4.1 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (1 نەسخە). مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش، مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش

5.1 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (2 نەسخە). مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش، مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش

6.1 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (3 نەسخە). مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش، مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش

(7) مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش

7.1 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (7 نەسخە)

7.1.1 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (1 نەسخە)

7.1.2 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (2 نەسخە)

7.1.3 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (3 نەسخە)

7.1.4 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (4 نەسخە)

7.1.5 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (5 نەسخە)

7.1.6 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (6 نەسخە)

7.1.7 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (7 نەسخە)

8.1 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (8 نەسخە). مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش، مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش

<https://forms-office-com/r/YsrsYf5ZTP>

8.2 مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش (8 نەسخە). مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش، مۆھرىملىك مەنبەسىدىن مۆھرىملىك مەنبەسىگە ئۆزگەرتىش

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- 25.1 25. 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025
- 26.1 26. 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025
- 27.1 27. 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025
- 27.2 27.2 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025

(ع) 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025

- 28.1 28. 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025
- 28.2 28.2 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025

29.1 29. 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025

29.2 29.2 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025

29.3 29.3 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025

29.4 29.4 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025

30.1 30. 2024-2025 2024-2025 2024-2025 2024-2025 2024-2025

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- 30.2 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል። "የሰነድ ማረጋገጫ ሰነድ" ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 30.3 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል። "የሰነድ ማረጋገጫ ሰነድ" ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።

3 - ስልጠና

የሰነድ ማረጋገጫ ሰነድ ማቅረብ

- 31.1 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 31.2 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 31.3 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 31.4 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 31.5 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 32.1 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 32.2 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 32.3 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 33.1 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 33.2 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 34.1 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።
- 34.2 ደንብ ለማረጋገጥ የሚያስፈልገውን ሰነድ ለማቅረብ ለሚያስፈልገው ሰነድ ማቅረብ ይገባል።

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4- ئىش

چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى

1 - ئىش

چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى، چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى، چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى

<p>ئىشنىڭ ئىسمى</p> <p>ئىشنىڭ ئىسمى</p> <p>ئىشنىڭ ئىسمى</p>	<p>ئىشنىڭ ئىسمى</p> <p>ئىشنىڭ ئىسمى</p> <p>ئىشنىڭ ئىسمى</p>	<p>ئىشنىڭ ئىسمى</p>	<p>#</p>
<p>چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى، چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى، چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى</p>			
		<p>چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى (ئىشنىڭ ئىسمى)</p>	<p>1</p>
		<p>ئىشنىڭ ئىسمى ئىشنىڭ ئىسمى ئىشنىڭ ئىسمى ئىشنىڭ ئىسمى ئىشنىڭ ئىسمى</p>	<p>2</p>
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>3</p>
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>4</p>
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>5</p>
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>6</p>
		<p>چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى، چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى، چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى</p>	<p>7</p>
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>8</p>
<p>چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى، چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى، چۆنچە ئۇ ئۆزىنىڭ ئىشلىرىنى</p>			
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>9</p>
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>10</p>
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>11</p>
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>12</p>
<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>			
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>13</p>
		<p>ئىشنىڭ ئىسمى (ئىشنىڭ ئىسمى)</p>	<p>14</p>

عِبْرَتِي - 2

مَعْنَى كَلِمَاتٍ مُضَادَّةٍ

1. مَعْنَى كَلِمَاتٍ مُضَادَّةٍ	
1.1	مَعْنَى
1.2	أَعْنَى
2. مَعْنَى كَلِمَاتٍ مُضَادَّةٍ	
2.1	مَعْنَى كَلِمَاتٍ مُضَادَّةٍ
2.2	مَعْنَى كَلِمَاتٍ مُضَادَّةٍ
3. مَعْنَى كَلِمَاتٍ مُضَادَّةٍ	
3.1	مَعْنَى كَلِمَاتٍ مُضَادَّةٍ
	عِبْرَتِي
	عِبْرَتِي
3.2	عِبْرَتِي (مَعْنَى كَلِمَاتٍ مُضَادَّةٍ)
3.3	عِبْرَتِي (مَعْنَى كَلِمَاتٍ مُضَادَّةٍ)
4. مَعْنَى كَلِمَاتٍ مُضَادَّةٍ	
4.1	عِبْرَتِي وَمَعْنَى كَلِمَاتٍ مُضَادَّةٍ وَفَرْقُهَا بَيْنَ كَلِمَاتٍ مُضَادَّةٍ وَفَرْقُهَا بَيْنَ كَلِمَاتٍ مُضَادَّةٍ وَفَرْقُهَا بَيْنَ كَلِمَاتٍ مُضَادَّةٍ
4.2	عِبْرَتِي وَمَعْنَى كَلِمَاتٍ مُضَادَّةٍ وَفَرْقُهَا بَيْنَ كَلِمَاتٍ مُضَادَّةٍ وَفَرْقُهَا بَيْنَ كَلِمَاتٍ مُضَادَّةٍ وَفَرْقُهَا بَيْنَ كَلِمَاتٍ مُضَادَّةٍ
4.3	عِبْرَتِي وَمَعْنَى كَلِمَاتٍ مُضَادَّةٍ وَفَرْقُهَا بَيْنَ كَلِمَاتٍ مُضَادَّةٍ وَفَرْقُهَا بَيْنَ كَلِمَاتٍ مُضَادَّةٍ وَفَرْقُهَا بَيْنَ كَلِمَاتٍ مُضَادَّةٍ
5. مَعْنَى كَلِمَاتٍ مُضَادَّةٍ	
	عِبْرَتِي
	مَعْنَى
	عِبْرَتِي
	مَعْنَى

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Form of Bid Security (Bank Guarantee)

WHEREAS,[name of Bidder] (hereinafter called “the Bidder”) has submitted his Bid for the Project no.....issued by the Ministry of Finance and Treasury onfor construction of[name of Contract] (hereinafter called “the Bid”).

KNOW ALL PEOPLE by these presents that We [name of Bank] of [name of country] having our registered office at (hereinafter called “the Bank”) are bound unto[name of Purchaser] (hereinafter called “the Purchaser”) in the sum of *..... for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents.

SEALED with the Common Seal of the said Bank thisday of20.....

THE CONDITIONS of this obligation are:

- (1) If, after Bid opening, the Bidder withdraws his Bid during the period of Bid validity specified in the Form of Bid;
- or
- (2) If the Bidder having been notified of the acceptance of his Bid by the Purchaser during the period of Bid validity:
 - (a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to Bidders, if required; or
 - (b) fails or refuses to furnish the Performance Security, in accordance with the Instruction to Bidders; or
 - (c) does not accept the correction of the Bid Price pursuant to Clause 27,

* The Bidder should insert the amount of the Guarantee in words and figures denominated in Maldivian Rufiyaa. This figure should be the same as shown in Clause 16.1 of the Instructions to Bidders.

we undertake to pay to the Purchaser up to the above amount upon receipt of his first written demand, without the Purchaser’s having to substantiate his demand, provided that in his demand the Purchaser will note that the amount claimed by him is due to him owing to the occurrence of one or any of the three conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date days after the deadline for submission of bids as such deadline is stated in the Instructions to Bidders or as it may be extended by the Purchaser, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE..... SIGNATURE OF THE BANK

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WITNESS SEAL

[signature, name, and address]

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Form of Performance Bank Guarantee
(Unconditional)

To:
[name & address of Purchaser]

WHEREAS [name and address of Supplier] (hereinafter called “the Supplier”) has undertaken, in pursuance of Contract No. dated to execute [name of Contract and brief description of Works] (hereinafter called “the Contract”);

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Supplier such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Supplier, up to a total of *..... [amount of Guarantee] [amount in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of [amount of Guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

*An amount is to be inserted by the Guarantor, representing the percentage of the Contract Price specified in the Contract, in Maldivian Rufiyaa.

We hereby waive the necessity of your demanding the said debt from the Supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed there under or of any of the Contract documents which may be made between you and the Supplier shall in any way release us from any liability under this Guarantee, and we hereby waive notice of any such change, addition, or modification.

This Guarantee shall be valid until the date of issue of the Defects Correction Certificate.

SIGNATURE AND SEAL OF THE GUARANTOR

Name of Bank

Address

Date

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9 - ބޭނުން

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Form of Bank Guarantee for Advance Payment

To:

[name & address of Purchaser]

.....

.....

[name of Contract]

Gentlemen:

In accordance with the provisions of the Conditions of Contract, of the above-mentioned Contract, [name and address of Supplier] (hereinafter called "the Supplier") shall deposit with [name of Purchaser] a Bank Guarantee to guarantee his proper and faithful performance under the said Clause of the Contract in an amount of [amount of Guarantee] [amount in words].

We, the [Bank or Financial Institution], as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as Surety merely, the payment to [name of Purchaser] on his first demand without whatsoever right of objection on our part and without his first claim to the Supplier, in the amount not exceeding * [amount of Guarantee] [amount in words].

We further agree that no change or addition to or other modification of the terms of the Contract or of Works to be performed there under or of any of the Contract documents which may be made between [name of Purchaser] and the Supplier, shall in any way release us from any liability under this Guarantee, and we hereby waive notice of any such change, addition, or modification.

* An amount is to be inserted by the Bank or Financial Institution representing the amount of the Advance Payment, in Maldivian Rufiyaa.

This Guarantee shall remain valid and in full effect from the date of the advance payment under the Contract until [name of Purchaser] receives full repayment of the same amount from the Supplier.

Yours truly,

SIGNATURE AND SEAL:

NAME & ADDRESS OF BANK/INSTITUTION

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سومرية - 5

تاسوعاء مرماع ٤٤ صومرية	
صومرية مرماع	صومرية مرماع ٤٤ صومرية مرماع
32.1	صومرية مرماع ٤٤ صومرية مرماع صومرية مرماع
32.2	صومرية مرماع ٤٤ صومرية مرماع صومرية مرماع
32.3	صومرية مرماع ٤٤ صومرية مرماع
32.4	صومرية مرماع ٤٤ صومرية مرماع
36	صومرية مرماع ٤٤ صومرية مرماع

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7 - **شروط الموقع**

متطلبات الموقع/التطبيق

Website/App Requirements:

• **Council Section:**

- Listing of all councilors, includes a basic introduction of all councilors, email, mobile number, representing party, day of commencement, sector is included.

User list of all councilors, allow users to access a complete directory of councilors, complete with pertinent details including introductory profiles, email addresses, mobile numbers, affiliated political parties, commencement dates, and respective sectors represented.

- A structured listing of all councilors.
- Each councilor's entry includes a brief introduction.
- Contact details such as email addresses and mobile numbers have to prominently displayed.
- Political party affiliations of each councilor have clearly identified.
- Commencement dates of councilor terms to be included.
- The sector or constituency represented by each councilor to be specified.
 - Listing of all WDC members, includes a basic introduction of all councilors, email, mobile number, representing party, day of commencement, sector is included.

User list of all WDC members, allow users to access a complete directory of WDC members, complete with pertinent details including introductory profiles, email addresses, mobile numbers, affiliated political parties, commencement dates, and respective sectors represented.

- A structured listing of all WDC members.
- Each WDC member's entry includes a brief introduction.
- Contact details such as email addresses and mobile numbers have to prominently displayed.
- Political party affiliations of each WDC members have clearly identified.
- Commencement dates of WDC members terms to be included.
- The sector or constituency represented by each WDC members to be specified.

- Able to book appointments with all councilors.

To implement a robust appointment booking system enabling users to schedule appointments with councilors seamlessly.

- The system should facilitate appointment booking with all councilors.
- Users should have the ability to view councilors' availability in real-time.
- Appointment slots should be presented based on councilors' schedules.
- Users should be able to select preferred appointment times and dates.
- Confirmation notifications should be sent to both users and councilors upon successful booking.
- The system will include features for rescheduling and canceling appointments as needed.
- Integration with calendar applications for automated scheduling and reminders will be supported.
- Organization structure to be viewable in chart format and PDF.

• A feature enabling users to visualize the organization's structure through a chart format and downloadable PDF documents.

- The feature should provide users with a visual representation of the organization's structure.
- Organization hierarchy, including departments, teams, and reporting relationships, will be depicted.

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- The chart should include detailed information on each organizational unit, such as titles, roles, and reporting lines.
- Additionally, users should be able to generate and download PDF documents containing the organization chart for offline reference or distribution.
- Listing of all council resolutions (Dhivehi text with PDF attachments). Dhivehi text should be searchable. Search box with advanced search functionality to be included.

Feature enabling users to access a complete listing of council resolutions, including Dhivehi text and associated PDF attachments. The feature will include advanced search functionality to facilitate efficient retrieval of specific resolutions.

- The system should provide users with a structured and searchable listing of all council resolutions.
- Each resolution entry should contain Dhivehi text for clarity and accessibility.
- Dhivehi text within resolutions should be indexed and searchable, allow users to locate resolutions based on keywords or phrases.
- PDF attachments accompanying resolutions should be accessible for view and download directly from the platform.
- A dedicated search box to be prominently displayed, offering users the ability to conduct basic and advanced searches.
- Council committees list with members of each committee.

Users should have access a complete list of council committees along with the members comprising each committee.

- The system should provide users with a comprehensive listing of all council committees.
- Each committee entry should include detailed information such as the committee name, purpose, and scope of responsibilities.
- Additionally, the feature should display the names and roles of members assigned to each committee.
- Users should have the ability to view individual profiles of committee members for further insights into their roles and contributions.
- Able to volunteer for council works or island works & imam, mosque workers, burial pool & janaazaa pool. Volunteers & Pool list to be viewable and downloadable from backend. Backend should have option to delete volunteers.

Feature that enables individuals to volunteer for council and island works, with administrative capabilities for managing volunteer lists from the backend.

Details:

- The system should allow individuals to express their interest in volunteering for council or island works.
- A user-friendly interface should facilitate the volunteer registration process, capturing essential details such as name, contact information, and areas of interest or expertise.
- Registered volunteers should have their information stored securely in the backend database.
- Authorized administrators should have access to a backend interface where they can view, download, and manage the list of volunteers.
- Administrative functions should include the ability to add, edit, or delete volunteer entries as necessary information.
- Economic plan, financial plan, and budget to be viewable in PDF format.

Provide users with access to essential documents including the Economic Plan, Financial Plan, and Budget in a professional and downloadable PDF format.

- The system should offer users the ability to view and download critical documents such as the Economic Plan, Financial Plan, and Budget.
- These documents should be made available in a standardized and easily accessible PDF format.
- Users should have the option to access these documents directly from the platform's interface.
- Projects list with descriptions, status information and pictures for each individual project.

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- A feature that enables the management and tracking of projects, complete with detailed descriptions, status updates, and visual representations.
- The system should provide users with a structured listing of all projects undertaken by the council.
- Each project entry should include comprehensive descriptions outlining project objectives, scopes, and key deliverables.
- Real-time status information should be provided for each project, including progress updates, milestones achieved, and upcoming tasks.
- Visual representations such as pictures or images should be incorporated to enhance project visibility and comprehension.
- Users should have the ability to filter and search projects based on various parameters such as project type, status, or timeframe.
- Reports: Financial reports, audit reports, procurement information, development plan progress report to be viewable monthly and yearly (sub-category).

To allow users with access to a comprehensive array of reports including financial reports, audit reports, procurement information, and development plan progress reports on a monthly and yearly basis, with sub-category breakdowns for enhanced clarity.

- The system should offer users the ability to view and download essential reports such as financial reports, audit reports, procurement information, and development plan progress reports.
- Reports should be categorized by type and will be made available on both a monthly and yearly basis.
- Additionally, sub-categories within each report type should be provided to facilitate detailed analysis and comprehension.
- Users should have the option to access these reports directly from the platform's interface, with the flexibility to select specific timeframes and categories as needed.
- Right to Information: Information officer details, form to be downloadable (in PDF).
- Allow access to information through the provision of details regarding the Information Officer and downloadable right to information request forms in PDF format.
- A prominent link to Mahoali portal should be available as an alternative to downloadable form.
- The system should include comprehensive details regarding the Information Officer responsible for handling RTI requests, including contact information and office hours.
- Users should have the ability to download RTI request forms in PDF format directly from the platform.
- Clear instructions and guidelines should be provided to assist users in completing the RTI request form accurately.
- **Services Section:**
 - Forms categorized into different types. Sections should be customizable. Forms submitted should be viewable and printable from backend. Email integration with Gmail/Office365 to notify user and backend staff when a form is submitted. Forms to be creatable/designable from backend with file upload functionality.
 - To implement a comprehensive form management system should allow for the categorization of forms, customizable sections, submission viewing and printing from the backend, email notifications upon form submission, and the creation/design of forms with file upload functionality from the backend.
 - The system should categorize forms into different types to facilitate organization and accessibility.
 - Should have the ability to customize form sections according to specific requirements or preferences.
 - Submitted forms will be viewable and printable from the backend, providing administrators with easy access to form data.

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- Email integration with Gmail/Office365 will notify both users and backend staff upon form submission, ensuring timely response and follow-up.
- Backend functionality should allow administrators to create and design forms, including the incorporation of file upload capabilities for enhanced data collection.
- **Events Section:**
 - Listing of upcoming events, ongoing events, completed events with descriptions and photos of each individual event.
 - To establish a better event management system enabling the listing of upcoming events, ongoing events, and completed events, complete with descriptions and photos for each individual event.
 - The system should provide users with a structured listing of upcoming events, ongoing events, and completed events.
 - Each event entry should include detailed descriptions outlining event objectives, agendas, and relevant information.
 - High-quality photos capturing key moments of each event should be incorporated to enhance visual representation.
 - Users should have the ability to filter and search events based on various parameters such as event type, date, or location.
- **Contact Section:**
 - Listing of council info, email, mobile number, and online contact form via message.gov.mv
 - Provide users with access to council contact information, including council details, email addresses, mobile numbers, and an online contact form via message.gov.mv.
 - The system should offer a comprehensive listing of council information, including relevant contact details such as email addresses and mobile numbers....
 - Users should have the option to utilize an online contact form hosted on message.gov.mv to submit inquiries or messages to the council.
 - Contact information should be presented in a structured and user-friendly format for easy access and navigation.
- **Media Section:**
 - News / Press Statement: Searchable text and PDF upload functionality.
 - Council Logo and event logos downloadable in common graphics formats.
 - Iulaan: Searchable text and PDF upload functionality.
 - Bid information and bid registration form. Registration deadline shown and past and present applications shown separately. Email integration with Gmail/Office365 to notify user and backend staff when a form is submitted. Viewable and downloadable list of bid registrations from backend.
 - Jobs: Job application forms to be upload-able, along with supporting documents. Form downloads in PDF/Word format. Application deadline shown and past and present applications shown separately. Email integration with Gmail/Office365 to notify user and backend staff when a form is submitted.
- News/Press Releases: Seamless search functionality for both text and PDF uploads.
- Council and Event Logos: Downloadable in commonly used graphics formats.
- Iulaan: Efficient text and PDF search capabilities.
- Bid Information and Registration: Streamlined process with clear deadlines displayed. Distinction between past and present applications. Seamless email integration with Gmail/Office365 to promptly notify users and backend staff upon form submission. Backend access for viewing and downloading bid registrations.

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- Jobs: Job application forms with the ability to upload supporting documents. Applications downloadable in PDF/Word formats. Clear display of deadlines and a categorized view of past and current applications. Email integration with Gmail/Office365 to ensure timely notifications for both users and backend personnel upon form submission.
- **Backend Requirements:**
 - User section where users can be added and removed by super admin.
 - Email integration to be configurable with individual email addresses for each relevant section. It should be possible to add multiple email addresses as notification emails for each section.
- User Management: Super admin access to add and remove users.
- Configurable Email Integration: Ability to customize email notifications with individual addresses for each relevant section. Support for multiple notification emails per section for enhanced communication efficiency.
- **General Requirements:**
 - Website to be user friendly.
 - Website to be designed in Dhivehi & English language.
 - All news articles, resolutions, Iulaan, etc. should be able to share in social media such as Facebook and Viber, via share buttons.
 - Usage statistics using analytics should be available.
 - Any issues arising from the initial deployment and thereafter should be resolved within an appropriate timeframe, without any additional fee.
 - The developer should provide the council with a minimum of 1 year of service with a monthly fee. Any issues with the website/app should be rectified during this period in a timely fashion.
 - If any new/additional features are required by the Council, such feature should be added during the 1-year period, subject to additional fees quoted by the developer.
 - 30 hours of training sessions should be provided for staff on how to use and perform administrative tasks of the app and website. Training should be completed within 30 days of completion of website.
- The website is to be designed in both Dhivehi and English languages.
- All news articles, resolutions, Iulaan, etc., should have social media sharing functionality, allowing users to easily share them on platforms like Facebook and Viber via share buttons.
- Any issues arising from the initial deployment and subsequent maintenance should be promptly addressed within a reasonable timeframe, and without incurring any additional fees.
- The developer should provide to the council, a minimum of 1 year of service, with the possibility of additional fees, to accommodate any new features requested by the Council.
- Comprehensive training sessions should be conducted for the relevant staff to ensure proficiency in utilizing and managing administrative tasks within both the app and website. Ongoing training sessions should be maintained to address evolving needs. Additionally, essential training materials, including documents and video guides, should be provided to the council for reference
- Website is accessible and user-friendly across various devices and screen sizes, including desktops, laptops, tablets, and smartphones.
- Easy-to-use navigation menus and clear organization of content to help users find information quickly and efficiently.
- Fast Loading Speed should be fast, Optimizing the website's performance to minimize loading times, enhancing user experience, and improving search engine rankings.
- Implement security measures such as SSL certificates, secure data transmission, and protection against cyber threats to safeguard user data and maintain trust.

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- Mobile Optimization - Tailoring the website's design and functionality to provide an optimal experience for mobile users, including touch-friendly navigation and responsive layouts.
 - Search engine optimization (SEO) techniques to improve visibility and ranking in search engine results pages (SERPs), including keyword optimization, meta tags, and structured data markup.
 - Integrating social media buttons, sharing options, and feeds to facilitate social engagement and expand the website's reach. (Facebook, Viber, WhatsApp....)
 - Options for Analytics tools (e.g., Google Analytics) to monitor website traffic, user behavior, and performance metrics, enabling data-driven decisions and continuous improvement.
 - The website on a flexible and scalable platform that can accommodate future growth, changes in requirements, and technological advancements.
 - Able to match, Cross-Browser Compatibility, Website's compatibility across various web browsers (e.g., Chrome, Firefox, Safari, Edge all latest) to ensure consistent performance and functionality.
 - User Feedback collection Mechanism, implement feedback forms, surveys, or contact options to gather user input, address concerns, and improve the overall user experience.
 - Maintaining consistency in design elements, branding, messaging, and tone of voice across all pages and platforms to reinforce brand identity and recognition according to Thulhaadhoo Council.
 - Set Regular Updates and Maintenance Plan: Establishing a plan for ongoing maintenance, updates, and security patches to keep the website running smoothly and mitigate vulnerabilities.
 - Should provide developing application documentation details with the full sources code.
- **App Requirements:**
 - App should have all the sections in the website in a mobile friendly interface.
 - App should be available in Android and iOS.
 - All app updates/fees should be handled by the developer.
 - The Application is to be designed in both Dhivehi and English languages
 - Mobile Optimization: Tailoring the website's design and functionality to provide an optimal experience for mobile users, including touch-friendly navigation and responsive layouts.
 - The mobile app should be compatible with popular mobile platforms such as iOS and Android.
 - Ensure the mobile app's user interface adapts seamlessly to different screen sizes and orientations.
 - Mobile application Performance, the app should load quickly and respond promptly to user interactions, providing a smooth and lag-free experience.
 - Mobile app Security measures: Security feature that measures to protect user data and privacy, including encryption and secure authentication methods.
 - Easy-to-use navigation menus and clear organization of features and content to enhance user experience.
 - Push Notifications should be available: Push notifications to alert users about important updates, messages, or events.
 - App Store Compliance information should provide, adhering to guidelines and requirements set by app stores (e.g., Apple App Store, Google Play Store) to ensure acceptance and availability.

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- Should notify Regular Updates to council: Commitment to regular updates and maintenance to fix bugs, add new features, and improve overall performance.
- User Feedback Mechanism availability: Incorporating feedback forms or contact options to gather user input and address concerns. (Council can initiate how this should be)
- Users Data Privacy Policy, providing a transparent privacy policy to inform users about data collection, usage, and sharing practices. (Council can guide the developer how you want to set it & up to which level....)
- Availability of Analytics tools to track app usage, user engagement, and performance metrics for continuous improvement.
- Support from Developer side, offering reliable customer support channels (e.g., email, chat, FAQs) to assist users with any issues or inquiries.
- Make sure the compliance with relevant laws and regulations. (Council should inform developer if any....)
- Should provide guideline & maintenance Documentation: Providing comprehensive documentation for developers and administrators to facilitate app management and troubleshooting.
- Should provide developing application documentation details with the full sources code.

