



Ministry of Finance
Republic of Maldives

Terms of Reference

National Budget Infographics Development & Budget App and Website Enhancement

I. Background

The national budget is a key document that outlines how the government plans to spend and finance its activities during the medium term. Efforts are being made to present these data to the general public and other stakeholders in a modern, user-friendly manner that improves ease of access to needed data and understandability. Currently, the national budget is communicated via a budget book containing budget statements and tables as outlined in the Public Finance Act of the Maldives (Law No. 3/2006). Recent changes to dissemination of budget data include the development of a budget app and budget website.

II. Objective of the Project

The objective of the project is to inform the public regarding the national budget, its utilisation and present the budget statements and tables in a more visual and user-friendly manner. The project is part of a series of steps undertaken to reform public financial management and increase transparency and accountability of fiscal affairs. This project aims to include additional features to the budget app and website that would provide monthly updates on Government revenues and expenditures.

III. Scope of Work

The Ministry of Finance (MoF) is looking to hire a firm or a team of individuals with relevant skills and experience to create 1) a booklet containing the budget information and info-graphics based on upcoming 2020 national budget; and 2) to bring enhancements to the current budget website and mobile





application that has additional features and improvements, including incorporation of disaggregated budget data in the tables.

The project will run from 4 August 2019 until 7 November 2019.

Technical Requirements

The deliverables shall have the following minimum requirements:

- a) Website and app
 - Live website and app with new features, historic data, relevant graphs and charts
 - Source codes and full documentation of the website and application
 - Training relevant staff from MoF to manage the website and app
 - Website should be developed according to a standard framework, preferably Laravel.
 - Redesign the backend tables to be consistent with Budget Planning and Consolidation (BPC) data.
 - Update the frontend tables as per the presented in the budget book and additionally, as required by MoF.
- b) Booklets
 - Preferably A5 size
 - Content must include economy, government revenue and expenditure, fiscal balance, PSIP, other sections of the budget book and other information the ministry wants to publish
 - Shall be comprehensible with minimum text
 - Data must mostly be presented visually
- c) Others
 - Graphics for social media, budget website and budget mobile app
 - Include a feature in the budget app and website to provide updates on Government revenue and expenditure and other minor enhancements
 - Layout for budget book 2020 preferably using Adobe InDesign.

Required outputs and timeline

The following outputs are required to fulfil the terms of the contract:

- a) Enhancements to the current budget website and app or presentation of a new design and interface for the budget website and app - by mid-August 2019





- b) Layout of budget book – by end of September 2019
- c) A booklet of budget information written in everyday Dhivehi with infographics - by end of October 2019
- d) Graphics for the social media, budget website and budget mobile app - by end of October 2019
- e) Final Budget website and app need to be live by end of October. The budget book layout and graphics need to be finalised by end of September. The

IV. Deliverables and Payment Schedule

Timeline	Deliverables
4 August 2019	Kick-off meeting
8 August 2019	Presentation of new interface(s) with additional features for budget app and website
4 August 2019	Incorporation fiscal data to budget website and app
18 August 2019	Testing of new features
29 August 2019	Launch of new features in budget website and app
1 September 2019	Mock design of the infographic budget booklet
	Layout of budget book 2020
15 September 2019	Review meeting
1 October 2019	Review meeting
11 October	Review meeting
31 October 2019	Incorporation of actual budget data
31 October 2019	Finalizing the budget booklet
7 November 2019	Launching of the budget booklet (when Budget is presented to the parliament)





Payments shall be made in 4 instalments as per the schedule below

Payment	%	Deliverables
Payment I	15%	Work plan, designs and concept notes
Payment II	35%	Preparation of website/app backend and mock front end
Payment III	15%	Design of infographic booklet
Payment IV	35%	Launching of the booklet and updating of the website

V. Expertise Required

The team shall include members with expertise on:

- Website development
- Mobile application development and programming
- Data visualization
- Knowledge relating to budget statistics and economic linkages

Note: Previous experience with MoF with regards to website and app development, and booklet design is an added advantage.

VII. Selection Criteria

Criteria	Marks Awarded		
Price	30%		
Experience	20%		
Technical Capacity	50%	Qualification	30%
		Economic data visualization capacity	20%
		Graphics design	15%





		Knowledge relating to budget statistics and economic linkages	15%
		Database linked IT products or Database knowledge	10%
		Website and Mobile application development and programming	10%

VI. Submissions

The firm or the team shall submit a proposal for the project. The proposal shall include the following documents:

- Company profile and/or CVs of the team member
- Related projects or works undertaken in the past 3 years or the portfolio
- Reference letters from past clients





2. $\frac{1}{2} \times \frac{3}{4} = \frac{1 \times 3}{2 \times 4} = \frac{3}{8}$

- [illegible]

