



INFORMATION AND COMMUNICATION TECHNOLOGY AGENCY OF SRI LANKA

Request for Curriculum Vitae

Project Consultant – For Providing Technical Expertise and Development of Documentations for Carrying out a Feasibility Study for Establishing Government Data Centre - ICTA/GOSL/CON/IC/2016/24

Information and Communication Technology Agency of Sri Lanka (ICTA) is empowered to implement ICT development strategies and programmes, in both the government and private sectors, including Legal & Policy reforms in Sri Lanka. The agency functions under direct purview of the Ministry of Telecommunication and Digital Infrastructure.

ICTA wishes to obtain the services of an individual consultant to provide pre- advisory services for establishment of National Data Centre which is one of the priority projects to be implemented soon.

Accordingly ICTA has decided to call for CVs from eligible and qualified individual experts in this area of work who can take up this assignment.

Terms of Reference and CV format are given in Annex A & B

Duration of the assignment shall be: Six (06) months

If you are interested in this consultancy assignment, please response to this request by submitting the following information in English language;

- (1) Detailed CV/Resume (Annex B)
- (2) One page cover letter highlighting relevant experience, expertise etc in the respective Areas
- (3) Description of approach to the task (one page)
- (4) Expected consultancy fee

You may forward your response electronically to; procurement@icta.lk or by hand delivery or by post to Director-Procurement, C/o Managing Director, 160/24, 2nd Floor, Kirimandala Mawatha, Colombo 05 to be received at or before **1500 Hrs on June 13, 2016**. Envelope containing the your response should be marked **“Project Consultant – For Providing Technical Expertise and Development of Documentations for Carrying out a Feasibility Study for Establishing Government Data Centre - (ICTA/GOSL/CON/IC/2016/24)”**

Managing Director
Information and Communication Technology Agency of Sri Lanka
160/24, Kirimandala Mawatha, Colombo 05.

June 06, 2016

TERMS OF REFERENCE

Project Consultant – For Providing Technical Expertise and Development of Documentations for Carrying out a Feasibility Study for Establishing Government Data Centre

1. Background

ICTA is vested with the statutory authority to assist Cabinet in the formulation of policy and implement strategies and programs connected with ICTs for Government of Sri Lanka. Information and Communication Technology Agency of Sri Lanka (ICTA), an agency established in 2003 under Information and Communication Technology Act, No. 27 of 2003 and Amendment Act 33. ICTA was authorized and mandated by the Cabinet of Ministers to implement the “eSri Lanka Development Project” of the Government. ICTA is empowered to implement ICT development strategies and programmes, in both the government and private sectors, including Legal & Policy reforms. The agency comes under direct purview of the Ministry of Telecommunication and Digital Infrastructure.

The automation of government processes and functions and the setting-up of eServices are expected to give rise to the creation of a large volume of electronic data at various government entities. Government begins to depend more and more on electronic means to function and provide services to its citizens. Under these circumstances it becomes very necessary for the government to secure and ensure that the data is stored in reliable storages, together with proper access control. Also there are large numbers of individual government organizations which have set-up their own servers or rather data centres with high maintenance and operational costs. Therefore, it is vital that Government establish a Government Data Centre to reduce the cost of maintenance and increase the economically added value for country’s data while providing the opportunity for cross validation with very high level of vigilance and high data security.

Therefore, the Cabinet of Ministers, realizing importance and need of establishing a Data Centre for Government, it has granted approval to establish a ‘Government Data Centre’ for Government of Sri Lanka.

Therefore, ICTA seeks to contract a Project Consultant to provide necessary expertise in development of technical documents, provide guidance to ICTA project team, and work closely with multiple stakeholders during feasibility study and design stage.

2. Objectives

To provide necessary expertise in development of technical documents, provide guidance to ICTA project team, and work closely with multiple stakeholders during feasibility study and design stage.

3. Scope of Services

- Develop Technical requirements and development of documents such as Scope of Services and Terms of Reference and related documents for selection of a consultancy firm for carrying out a feasibility study for establishing a Government Data Centre.

- Provide necessary technical guidance to the ICTA project team.
- Work closely with multiple stakeholders.
- Participate in meetings at ICTA and stakeholder locations.

4. Duration

- Contract period shall be six (6) months part-time basis
- Total work hours per month 32 hours and total working hours shall not be exceeding 200 hours during contract period.
- Draft ‘Terms of Reference (ToR)’ for ‘Feasibility Study for Establishing Government Data Centre’ within 3 weeks from the contract date.
- Final version of ‘Terms of Reference (ToR)’ for ‘Feasibility Study for Establishing Government Data Centre’ within 4 weeks from the contract date.

5. Facilities provided by ICTA

- Office space
- Meeting rooms
- Internet and Telephone access

6. Preferable Qualification and Experience

Academic/Professional qualifications	Minimum experience required
BSc in IT or Electrical & Electronics Engineering, Telecommunication or relevant. Post-Graduate qualifications and professional qualifications in related disciplines would be advantageous.	<ul style="list-style-type: none"> - 5 years experience in design, implementation and development of Data Centres. - Design and implementation of Data Networks infrastructure. - Minimum one experience in providing similar consultancy services. - Better understanding on Network Security standards. - Understanding of Big Data concepts.

7. Review Process

All the deliverable will be reviewed by a team appointed by ICTA.

Annex (B)

CURRICULUM VITAE (CV)

{Notes shown in brackets { } in italic should not appear on the final document to be submitted}

Position /Title	
Name of Consultant:	<i>{Insert full name}</i>
Date of Birth:	<i>{day/month/year}</i>
Country of Citizenship/Residence	

Education: *{List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}*

Employment record relevant to the assignment: *{Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, Contract amount, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}*

Period	Employing organization and your title/position. Contact information for references	Country	Summary of activities performed relevant to the Assignment
<i>{e.g., May 2012-present}</i>	<i>{e.g., Ministry of, Advisor/Consultant to... For references: Tel...../e-mail.....; Mr.Abbbbb, Director General}</i>		
<i>{e.g., From Jan 2010 to May 2012}</i>			

Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work): _____

Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant:	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
<ul style="list-style-type: none"> • Develop Technical requirements and development of documents such as Scope of Services and Terms of Reference and related documents for selection of a consultancy firm for carrying out a feasibility study for establishing a Government Data Centre. 	
<ul style="list-style-type: none"> • Provide necessary technical guidance to the ICTA project team. 	
<ul style="list-style-type: none"> • Work closely with multiple stakeholders. 	

Consultant's contact information: (e-mail, phone.....)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Client, and/or sanctions by the Bank.

{day/month/year}

Name of Consultant
Date

Signature

