



INFORMATION AND COMMUNICATION TECHNOLOGY AGENCY OF SRI LANKA

REQUEST FOR EXPRESSIONS OF INTEREST

Assignment Title: CONSULTANCY FIRM FOR CONTENT WRITING, TRANSLATING AND UPDATING OF OFFICIAL WEBSITE OF ICTA

Contract No: ICTA/GOSL/CON-OC/CQS/2016/01

Information and Communication Technology Agency of Sri Lanka (ICTA) is the apex government agency for Information and Communication Technology (ICT) in Sri Lanka which has been mandated to take all necessary measures to implement the Government's Policy and Action Plan in relation to ICT. ICTA has embarked on a series of ICT Development initiatives for the implementation of Digital Infrastructure solutions and other projects across multiple sectors.

The Project Consultant Procurement Committee, on behalf of the Information and Communication Technology Agency of Sri Lanka (ICTA) invites eligible and qualified consultants (firms) to indicate their interest in providing the services for the assignment described below:

<i>Consultancy Firm for Content Writing, Translating and Updating of Official Website of ICTA</i>	<i>The government has recognized the critical role that ICT can play in fostering social integration, peace, growth, and poverty reduction. Accordingly, ICTA implements multiple initiatives with the objective of uplifting the lives of the citizens. It is important to deliver the right information at the right time, and citizen engagement is also greatly expected. As the apex government institution working towards creating a digitally inclusive nation with the above objectives, an interactive and content-rich website is an essential. The purpose of this assignment is for content writing, translating and updating the official website of ICTA to make it a content-rich and professional website.</i>
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The "Terms of Reference" and "EOI Information Form" documents are now available at ICTA for further information. Interested parties may download these documents from the website <https://www.icta.lk/procurement/>.

EOI must include requested information as specified in the "EOI Information Form" along with documentary evidence in support of core business and years in business, Financial, Business and Administrative strength/standing, qualifications in the field of assignment, experience in carrying out assignments of a similar nature and complexity, technical and managerial organization of the firm, technical capabilities and appropriate skills of key staff of the organization and other relevant information.

Consultants may associate with other firms to enhance their qualifications.

Consultants will be selected in accordance with the procedures set out in the Government Guidelines: Selection & Employment of Consultants and the 'Selection Based on Consultant's Qualifications - CQS' method shall be used. All interested parties are informed that all documents should be issued in the English Language.

Interested parties may obtain further information from Procurement Division of ICTA by contacting via Phone: +94 11 2369099, Fax: +94 11 2369091 and e-mail: procurement@icta.lk.

Expressions of Interest including all requested information must be delivered no later than **1500 hrs on August 19, 2016** either: (i) electronically to; procurement@icta.lk or (ii) hand delivered or (iii) by post to the address Director/Procurement, C/o, Managing Director, ICTA, 2nd Floor, 160/24, Kirimandala Mawatha, Colombo 05, Sri Lanka.

Envelope containing the Expressions of Interest and subject field of e-mail should be marked "**Consultancy Firm for Content Writing, Translating and Updating of Official Website of ICTA-ICTA/GOSL/CON-OC/CQS/2016/01**".

Managing Director / Chief Executive Officer
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August 04, 2016