



Information and Communication Technology Agency of Sri Lanka

REQUEST FOR EXPRESSIONS OF INTEREST

Assignment Title: Conducting Web Development and Administration Training for Government Officers.

Contract No : ICTA/GOSL/CON/CQS/2016/78

Information and Communication Technology Agency of Sri Lanka (ICTA), the apex Government Agency which has been mandated to take all necessary measures to implement the Government policy and the action plan in relation to ICT development in the country. ICTA is in the process of formulation and driving national level initiatives towards developing and empowering all sectors through the intervention of digital technologies. In this regard, ICT for Government sector has been considered as one of the key development area.

ICTA expects to provide training for government officers under web development and administration, content management systems and web management through this assignment. The selected party will be responsible for the planning, developing, delivery and conducting of training courses in Colombo. Consultant shall also provide accommodation, logistics and other arrangements mentioned in the “Terms of Reference”. The duration of the assignment will be 12 weeks.

ICTA, now invites Expression of Interest (EOI) from eligible consultants (firm) who are willing to undertake this assignment. 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 firm, technical capabilities and appropriate skills of key staff of the organization and other relevant information.

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/>.

Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The short listing criteria are based on the evaluation of Consultant firm’s competencies.

The Consultant 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 **September 09, 2016** either: (i) electronically to; procurement@icta.lk or (ii) hand delivered or (iii) by post to the address; Managing Director/Chief Executive Officer, Information and Communication Technology Agency of Sri Lanka, 160/24, Kirimandala Mawatha, Colombo 5, Sri Lanka.

Envelope containing the Expressions of Interest and subject field of e-mail should be marked “**Conducting Web development and administration training for Government officers - (ICTA/GOSL/CON/CQS/2016/78)**”

Managing Director/ Chief Executive Officer
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August 25, 2016