
TERMS OF REFERENCE (TOR) FOR NON-CONSULTANCY

Accelerating Higher Education Expansion and Development (AHEAD) Operation

Non- Consultancy for Design and Development of Webpage (UWU/AHEAD/ELTAELSE/DMS/NCON/ICC/02)

Department of Management Sciences (DMS), Uva Wellassa University (UWU)

1. Background

The development of the higher education sector is of central importance to enable Sri Lanka to make the transition from a Lower Middle Income Country (LMIC) to an Upper Middle Income Country (UMIC). Recognizing this, the Government of Sri Lanka (GoSL) and the World Bank have agreed, to support the higher education sector through a Bank funded Accelerating Higher Education Expansion and Development (AHEAD) operation.

Department of Management Sciences (DMS) was established in 2005 under the Faculty of Management (FOM) with the inception of Uva Wellassa University (UWU). The BBM in Entrepreneurship & Management was its pioneering degree programme which currently has expanded to offer three specialization streams. During its short existence, the DMS has taken steps to incorporate the principles of Outcome Based Education and Learner Centred Teaching into its degree programmes. In addition, the curriculum revisions at five year intervals enabled the DMS to identify and incorporate emerging requirements in the industry and keep the curricular up to date, and to be in line with the university's vision to become a Centre of Excellence for Value Addition.

Under the Accelerating Higher Education Expansion and Development (AHEAD) Operation, the DMS has identified the following five activities.

- Activity 1: English language skills enhancement of undergraduates through creative practices
- Activity 2: Boost-up research-based skills among undergraduate students and staff members in the department
- Activity 3: Developing entrepreneurial skills and capabilities through nurturing entrepreneurial culture among students
- Activity 4: Developing Promotional and Public Relation Skills of the undergraduates through Best Marketing Practices
- Activity 5: Build-up secured employability platform through Career Development

Under the Activity 5 – Design and Development of Webpage is proposed to be carried out for the Entrepreneurship and Management students of DMS.

The DMS aims to build secured employability platform in which students can be able to build up their career ladder in the field of Entrepreneurship and Management with the support of the Faculty Career Guidance Unit. In this regard, A job database software package has been developed to upload the data related to the job vacancies published by the various organizations in Sri Lanka and facilitate students to find the job opportunities. Further to that DMS has identified the need of developing a webpage in line with the developed job database software package under Activity 05 to support the job portal with seamless operations with the Career Guidance Unit of the university. The webpage will be developed at the 2nd quarter of 2021.

2. The Operation

Accelerating Higher Education Expansion and Development (AHEAD) operation is organized into two components. The first is a Program Component that supports the national Higher Education Development Program. The second is a systems strengthening, capacity building and technical assistance component that will assist GoSL to strengthen the higher education sector and achieve the objectives of the AHEAD program component. This second will also cover monitoring and evaluation, policy analyses, program coordination and communication.

The implementing agency is the Ministry of Education (ME). The University Grants Commission (UGC) will coordinate the activities of the universities. There will be an Operations Monitoring and Support Team (OMST) which will coordinate and support all AHEAD activities between the ME, UGC, and the universities.

AHEAD has three Results Areas:

Results Area 1: Increasing Enrollment in Priority Disciplines for Economic Development

Results Area 2: Improving the Quality of Higher Education

Results Area 3: Promoting Research, Development and Innovation

3. Objectives of the Consultancy

- Develop the template of webpage
- Facilitate about the operation of the webpage and install it by linking to the university web site.

4. Scope of the Consultancy

The target group of the webpage are the academic staff and the students of the Faculty of Management.

The selected consultant is expected to facilitate by designing and developing the webpage.

Followings are the intended learning outcomes of the activity.

At the end of the programme, the students should be able to:

1. Improve the career development
2. Easily access to the recently published job opportunities in the highly competitive industry
3. Produce value to the overall education system of the country

5. Key Tasks and Related Activities

The key tasks of the Consultant will be to:

- Submit the designed and developed template of webpage
- Install the finalized template of the webpage by linking to the University Website

Key Task	Required Deliverable	Time Schedule
Signing the Contract	Consultancy Agreement	25 th May 2021
Submit the designed and developed template of webpage	Web Page Template	30 th June 2021
Install finalized template of Webpage	Installation of the Webpage	25 th July 2021

6. Duration of the Consultancy

The duration of the Consultancy will be of nine (09) weeks from the date of signing the contract.

Task	Time Schedule											
	April			May			June			July		
Signing the Contract												
Submit the designed and developed template of webpage												
Install finalized template of Webpage												

7. Required Qualifications & Experience

- Bachelor Degree in Information Technology and a Post-graduate degree qualification (Master's) are required
- Minimum of 12 years' experience in the subject area with practical experience in implementing web-based solutions
- Industrial experience and exposure in international context would be an additional qualification

8. Required Professional Competencies

- High level of knowledge on web developing literacy
- High level of knowledge and experience in data base management and handling operating systems
- High level of Knowledge on Programming Languages
- Knowledge in Project Coordination
- High level of proficiency in written and spoken English
- Strong communication and negotiating skills
- Ability to function effectively in a team environment inspiring trust and cooperation of other team members

9. Method of Selection

IC-C

10. Reporting Obligations

The Consultant shall closely coordinate and report to the Project Coordinator of the project. The Consultant shall submit the followings as per schedule given in section 5 above.

- Final Template of the Webpage

11. Ownership of the Assignment

This assignment is funded by the Ministry of Higher Education via AHEAD-OMST under the program component of AHEAD. As such, the University shall be the owner of the assignment and will reserves the Intellectual Property Rights for all deliverable of the assignment under the terms and conditions given in the IP policy of the University. The Consultant will have no right of claim to the assignment or its outputs once it is completed and **no rights** to use **Data and Information** gathered through the assignment for other purposes without written permission from the Vice Chancellor of the UWU. Any Reports/ Data/Information produced as a part of this assignment shall be handed over to the Client in soft and hard forms.