

Republic of Rwanda



Ministry of Finance and Economic Planning P.O Box 158 Kigali, Rwanda

REQUEST FOR EXPRESSION OF INTEREST: 03/REOI/MDTF/2010

INDIVIDUAL CONSULTANT TO UPGRADE MINECOFIN WEBSITE AND TRAIN STAFF TO UPDATE CONTENT

The Government of the Rwanda (GoR) through the Ministry of Finance and Economic Planning (MINECOFIN) has received a Grant (MDTF for Public Financial Management Reform - TF057314) from the Department for International Development (DFID) and the European Union Commission, administered by the World Bank the implementation of its PFM Reform Strategy, and intends to apply part of the proceeds for individual consultant services **to upgrade MINECOFIN website and update its content.**

The main objective of this individual consultancy assignment is to upgrade MINECOFIN website and train designated staff to update its content. This will provide a channel for the Ministry to create awareness, enhance among others -information dissemination about MINECOFIN's policy documents, objectives, performance reports, ongoing and planned activities, interventions, implementation arrangements among other things. The estimated staff input is of 60 consultancy/working days.

The required qualifications and experience are as follows;

- A minimum of a bachelors degree preferably in a multi media technology or any other related discipline
- He /she should have at least 5 years experience in web design and development including the following; skills, competencies and experience
- Industry-approved certification in web technology, web design, web Administration or web management
- Ability to produce a highly impressive, creative web design in a timely Manner, as evidenced by a portfolio of at least 4 websites developed and preferably online websites.
- Proven experience in designing of web based applications with Web development, graphic design and implementation of information-rich, user-friendly and large websites CMS, including experience with both commercial and Open Source systems
- Advanced web development skills using tools including JavaScript, VBScript, HTML, Macromedia Dreamweaver MX, macromedia Fireworks, Macro flash and adobe Photoshop.
- Proficiency with web development programming languages (PHP,ASP,JAVA,XML,HTML,XHTML,etc)

MINECOFIN now invites eligible individual consultants to indicate their interest in providing the above mentioned services. Interested consultants must provide information indicating that they are qualified to perform the services (detailed CVs showing their academic background, experience in similar assignments, knowledge of the local conditions such as local language, administrative system, government organization, etc).

The Consultants will be selected in accordance with the procedures set out in paragraph 5 “Selection of Individual Consultants” of *Guidelines: Selection and Employment of Consultants by World Bank Borrowers* (May 2004, revised October 2006).

Expressions of interest must be addressed to the **Permanent Secretary and Secretary to the Treasury of MINECOFIN** and delivered by email attachment as a single Microsoft Word or PDF file on or before **16:00 hours local time on March 15, 2010** to the following email addresses: jean.rurangirwa@minecofin.gov.rw, joachim.bagaza@minecofin.gov.rw, robert.mpagi@minecofin.gov.rw, amin.miramago@minecofin.gov.rw and pfmprocurement@gmail.com, emmanuel.bagilizina@minecofin.gov.rw.

NOTES:

- *The above mentioned opportunity is for individual consultants. Expressions of interest submitted by firms shall not be accepted.*
- *In the interests of cost effective use of time and resources, we are only able to respond to the three applicants who are short-listed/most qualified for this assignment. The best evaluated consultant shall be invited to submit a financial proposal and to negotiate a contract. Candidates who do not receive any feedback within a month should consider their application as unsuccessful.*

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