

SCOPE OF WORK
for
redesign of DNC website,
proposal of Nursing College Education Management System (NCEMS) and
technical assistance for strengthening of DGNM MIS and IT system
on
The Project for Capacity Building of Nursing Services (CBNS)

1. Background and Objective of Work

Japan International Cooperation Agency (JICA) is providing technical assistance to the Ministry of Health and Family Welfare of Bangladesh (MoHFW) for improvement of BSc nursing education in Bangladesh through the Project for Capacity Building of Nursing Services (CBNS).

Strengthening of the information systems for data management at Directorate General of Nursing and Midwifery (DGNM) and Dhaka Nursing College (DNC) is one of the key tasks of CBNS project. For achieving the task, CBNS Project is to place a consultancy service order to an IT Specialist (Consultant) to undertake the following Terms of Reference (TOR) for 5.5 Months from 13th October 2019 to 31st March 2020 (Tentative).

2. TOR and Deliverables

Work for the IT Specialist (Consultant)	Deliverables
<p>1. To improve the existing IT and MIS system at Dhaka Nursing College</p> <p>a) To re-design the existing DNC website to be incorporated into the government standard portal and execute the work</p> <ul style="list-style-type: none"> - Conduct meeting with A2i, DGNM and Bangladesh Computer Council (BCC) - Re-design the website to be incorporated into the government portal - Transfer all data of website to government portal <p>b) To re-design the existing student survey portal on the website for making it more efficient and convenient for users</p> <p>c) To re-design the existing faculty portal on the website for making it more efficient and convenient for users</p> <p>d) To design an effective e-learning portal in the website</p> <p>e) To conduct a demonstration session with senior managers of Ministry, DGNM and BNMC</p> <p>2. To make a proposal of Nursing College Education Management System (NCEMS)</p> <p>a) Preparatory work for designing and developing NCEMS</p> <p>b) Assess current system of Nursing Colleges</p> <p>c) Review existing forms, formats and systems</p> <p>d) Propose the design of NCEMS</p>	<p>1. Ensured DNC reconstructed website with redesigned portals for survey, faculty portfolio, and e-learning.</p> <p>2. Ensured initial preparation and proposal for the design of NCEMS.</p> <p>3. Ensured technical support of DGNM-HQ MIS team and DNC, and submission of detailed report on actual technical support and its outcomes.</p>

3. To strengthen DGNM MIS and IT systems	
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| a) Continuous technical support to DGNM to enhance MIS and IT system incorporated with MoHFW, BNMC, DNC and ICT Ministry | |
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3. Schedule of the Work

Contract period: From 13th October 2019 to 31st March 2020 (Tentative)

Submission of Final Deliverables and Report: On or before 19th March 2020

4. Expected Work Volume: 5.5 Months (Tentative)

5. Focal Person(s)

He/she shall work closely with Program Officers (Nursing Administration and Nursing Education) and the Project Coordinator under the supervision of the Chief Advisor of CBNS project.

6. Qualification of Consultants

- Master's Degree/MS in Computer Science from any recognized University of Bangladesh. MBA in MIS will be preferable.
- Working experience on Core PHP, Knowledge on Object Oriented Programming (OOP) and working experience on JavaScript, jQuery and AJAX.
- Working experiences with development partners and Government bodies especially with Ministry of Health and Family Welfare (MoHFW)
- 15 years experiences on IT project management especially on Nursing and Midwifery program.
- Excellent leadership and instant decision making ability for IT and MIS project development.
- Excellent knowledge on computer programming and databases.
- Clear concept about RDBMS (Relational Database Management System).
- Manage PHP scripts from scratch and or modify existing scripts in accordance with requirements.
- Must be familiar with framework (CakePHP, CodeIgniter or Zend). But Zend is preferable.
- Creativity and innovation, self-motivated, good interpersonal skills, able to handle pressure and comfortable to work in a team.
- Extensive knowledge in CSS2/CSS3, xHTML/HTML5, XML is a must.
- Skills on converting PSD to x/HTML.
- Web development portfolio is required
- Sound Knowledge in any kind of web and graphics design.
- Knowledge in Photoshop, Illustrator, Flash, CSS, div based development are needed
- Ability to create custom design website, logo, corporate identity, flash animations, CD Presentation etc.

7. Duty of the Consultants

The consultant should not disclose any information, which will be obtained during this work without the permission of CBNS project in writing, both during the work and after the termination of the agreement on the work.

8. Provision by CBNS

CBNS will provide the office machinery, such as copier and internet connection and stationery in the project offices at DNC and DGNM, and partial official transportation only if the CBNS project car is available.

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