CALL FOR TECHNICAL AND FINANCIAL PROPOSALS FOR DEVELOPMENT OF A LEARNING MANAGEMENT SYSTEM (LMS) AND AN INTEGRATED LIBRARY SYSTEM (ILS)

1. INTRODUCTION

Afya na Haki Institute (Ahaki) invites qualified and experienced firms/consultants to submit technical and financial proposals for the development of a Learning Management System (LMS) and an Integrated Library System (ILS), aimed at enhancing the digital learning environment and library management to support our education programmes.

2. TASK OVERVIEW

The task involves the design, development, and deployment of two systems:

1. Learning Management System (LMS), preferably using Moodle:

- Customization of Moodle to meet the specific needs of Ahaki, including course, enrolment, grading, and performance reports
- Populate Moodle with Ahaki Institute courses
- Integration with existing educational tools and resources.
- Implementation of user roles, permissions, and access control.
- Implement system security protocols and measures to avert, block, and report potential threats to the LMS.
- Training and support for system administrators and users.
- Advise Ahaki on web server requirements/ resources and cost.
- Procure and set up the server to host the LMS.

2. Integrated Library System (ILS):

- Development of a system to manage library resources (cataloging, circulation, acquisition, etc.).
- Integration with other relevant systems and platforms, including academic journals, for seamless access to digital resources.
- Ensure that students, faculty, and other authorized users can seamlessly set up and log in to the ILS.
- Implement system security measures to avert, block, and report potential threats to the ILS.
- Integrate Ccustom reporting and analytics features to monitor usage of the ILS.
- Training and support for library staff and users.
- Advise Ahaki on web server requirements/ resources and cost.
- Procure and set up the server to host the ILS.

3. SCOPE OF WORK

The selected firms/consultants will be responsible for:

- **Needs Assessment:** Conducting a detailed analysis of the needs of Ahaki to inform the system development process.
- **System Design:** Designing the architecture and user interface of the two systems—the LMS and ILS systems.
- **Development and Customiszation:** Customizeing Moodle and developing the ILS to fully address Ahaki's based on the needs assessment.
- **Integration:** Ensureing seamless integration between the LMS and ILS, and other relevant systems and learning resources.
- **Testing and Quality Assurance:** Conducting thorough system testing of the systems to ensure they meet the requirements.
- **Training and Documentation:** Provideing training to system administrators, librarians, and end-users, as well as comprehensive documentation.
- **Web Server Setup:** Identify the web server resources needed, assist Ahaki with procuring the server, set up the server, and upload/ launch the developed LMS and ILS.
- **Support, and Maintenance, and Security:** Offering post-deployment systems support and maintenance services, including implementing security measures and protocols.

4. DELIVERABLES

Fully functional, secure, customised, and integrated LMS (Moodle) and ILS systems.

- User manuals and technical documentation.
- Training sessions for system administrators and users.
- A maintenance and support plan..

5. PROPOSAL SUBMISSION REQUIREMENTS

Interested firms/consultants are required to submit the following:

Technical Proposals:

- **Company Profile:** Overview of the firm, including relevant experience.
- **Understanding of the Project:** A detailed description of how the firm/consultant understands the project requirements.
- **Methodology and Work Plan:** A clear methodology and a detailed work plan outlining the approach to the project, including timelines.
- **Team Composition:** Details of the project team, including roles, responsibilities, and CVs of key personnel.
- **Experience and References:** Case studies or references from previous similar projects.

Financial Proposal:

- **Cost Breakdown:** Detailed cost estimates for the project, including development, training, support, and maintenance.
- **Payment Schedule:** Proposed payment terms and schedule.
- **Additional Costs:** Any additional costs that might be incurred (e.g., hosting, software licenses, etc.).

NB: Proposals submitted via email should have the system's name in the subject line **"Technical Proposal for the development of the Learning Management System"**, and hand delivered proposals should be in envelopes clearly marked, **"Technical Proposal for the development of the Learning Management System"**

6. EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

- Understanding of the taskproject and methodology (30%).
- Relevant experience and qualifications of the firm/consultant (20%).
- Quality of the proposed solution and technical approach (30%).
- Cost-effectiveness of the financial proposal (20%).

7. SUBMISSION GUIDELINES

- **Submission Deadline:** All proposals must be submitted by **Friday 20th September, 2024**
- **Submission Method:** Proposals should be submitted electronically via email to **info@afyanahaki.org** or delivered in a sealed envelope to Afya na Haki Institute Offices in Nakwero, Canaan Sites.
- **Contact Information:** For any inquiries or clarification, please contact Nakanwagi Gertrude at **nakanwagi@afyanahaki.org.**

8. TERMS AND CONDITIONS

- Ahaki reserves the right to accept or reject any or all proposals without noticenotificationproviding any reason.
- All materials developed under this contract will become the property of Ahaki.
- The selected firms/consultants must sign a confidentiality agreement.