



JUDICIARY OF SIERRA LEONE

TERMS OF REFERENCE

DESIGN & DEVELOPMENT OF WEBSITE FOR THE COMMERCIAL AND ADMIRALTY DIVISION

INTRODUCTION

In response to the drop in ranking of the Fast Track Commercial Court (FTCC) in the last World Bank doing business report the Judiciary of Sierra Leone is desirous to restore the image of the court and hence return it to its lost glory.

The Judiciary seeks to embark on a massive reform of its Commercial and Admiralty Division.

OBJECTIVE

Based on the foregoing, as part of the reform process the Judiciary of Sierra Leone seeks to embark on the design and development of a new vibrant and dynamic website for the Fast Track Commercial Court in the Commercial and Admiralty Division.

The Judiciary is inviting for proposals from reputable and qualified companies with a track record of successfully designing and hosting websites for the Government of Sierra Leone with specific reference to the Justice Sector.

BACKGROUND TO THE FAST TRACK COMMERCIAL COURT (FTCC)

At the initial inception of the court in 2010 it maintained a website¹ that was aimed at providing information for users of the court unto 2015. Within these five years monthly traffic was between 100 to 500 visitors both local and international.

DELIVERABLES

- The proposed website should present a new visual look and new enhanced functionalities to provide a better user's experience.
- A work plan shall be developed together with the IT Unit.
- End user training in updating the website.
- Average site-load time must be reasonable.
- Search engine friendly.
- A responsive platform website.
- Ensure the site has social media integrators.
- Supports Judiciary of Sierra Leone communications unit to integrate existing electronic documents and printed publications.
- Handover of credentials for website backend.

¹ www.ftcc.sl



WEBSITE FEATURES

- A site map shall be provided by the IT Unit which will be used to develop the website.
- There should be a searchable cause list.
- A blog feature.

REQUIRED SKILLS AND EXPERIENCE

Vendors should demonstrate and provide examples of previous experience in the performance of similar services as follows:

- Be a reputable firm with at least five years of prior experience in designing visually appealing and navigational friendly websites;
- Previous experience in developing websites for the Government of Sierra Leone and in particular the Justice sector;
- Familiarity and relevant experience in using different Content Management Systems (CMS), particularly WordPress;
- Demonstrate the ability to create innovative and visually appealing design;
- Familiarity with W3C web standards for web design, development, content and accessibility;
- Knowledge of DHTML (HTML, CSS, JavaScript, Ajax), XHTML, XML;
- Ability to work well with diverse team of professionals.

PROJECT LOCATION

The project location shall be at the Law Courts Building, Siaka Stevens Street, Freetown.

TIMEFRAME

The assignment shall be concluded in **twenty-one (21)** days.

CLOSING DATE

Closing date for submission is 20th August 2020