

**KINGDOM OF CAMBODIA
NATION RELIGION KING**

**MINISTRY OF COMMERCE
GENERAL DEPARTMENT OF INTERNATIONAL TRADE
DEPARTMENT OF INTERNATIONAL COOPERATION**

**Trade Development Support Program (TDSP)
(Grant No.: TF093573, Program ID No: P109648)**

**REQUEST FOR EXPRESSIONS OF INTEREST
FOR NATIONAL WEBSITE CONSULTANT
(REF: TDSP/2012/080/01)**

1. The Kingdom of Cambodia has received financing in the amount of US\$ 12.35 million, from the Multi Donor Trust Fund (MDTF) for the Trade Development Support Program (TDSP) administered by the World Bank, and contributed to by the European Commission, DANIDA and UNIDO. The Ministry of Commerce (MOC), through the Department of International Cooperation (DICO), is the implementing agency responsible for managing the overall implementation of the TDSP and coordination with other line ministries and stakeholders. The MOC will apply part of the proceeds of the Trust Fund to payments for goods, works, and consulting services to be procured under the program.
2. DICO, serving as the Project Coordination Unit, on behalf of the secretariat of the National Committee for Intellectual Property Rights (NCIPR)/ The Department of Intellectual Property Rights (DIPR), Ministry of Commerce, is recruiting a **NATIONAL WEBSITE CONSULTANT** to design and develop a website for the secretariat of the NCIPR and the department of intellectual property rights so the public and students may have access to wider IP information including marks, patents, copyright, geographical indications, IP database and IP events, and other IP materials. Likewise, an applicant will also be able to file online an application for mark registration when applicable.

The consultant is expected to provide the following services:

- Conduct a 2-day consultation with the DIPR officials on the specifications and scope of a website to meet the users' requirements and make a report;
 - Draft the Khmer & English website design and provide the DIPR with the templates for an option, within 6 days, containing (a. File an application for mark registration online, b. Two languages (Khmer and English), c. Google site map XML is ready, d. Open training application online, e. Upload and download IP materials, f. Frequently Asked Questions, g. Announcement, h. Count visitors' numbers, i. Website links, j. Chat module for the office and the users, k. Search function (internal and external of website, Google and Yahoo Search Engine Submissions), l. Social Network links and m. Multi-media, play, upload and download.
 - Show the website how it is up and running;
 - Develop the website including making a report within 50 days;
 - Test the website (users and developers to find errors);
 - Provide a 7-day training to 10 DIPR officials regarding the development and maintenance of the website such as how to upload and modify it and so on; and
 - Guarantee maintenance of the website for 60 days.
 - After completion of the work, the developer may provide other materials such as source code, structure and so on)
3. The position is for a period of 65 working days.
 4. DICO invites expressions of interest from qualified and experienced individual consultants to undertake the above mentioned services which are further detailed in the Terms of Reference

for this assignment. The successful consultant will be selected in accordance with the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers, January 2011.

5. In submitting their expressions of interest, consultants are kindly requested to indicate the following reference (**Ref: TDSP/2012/080/01**). Interested consultants must provide their updated curriculum vitae, indicating personal and technical skills, academic qualifications, experience in similar assignments, and experience in Cambodia and/or other developing countries along with the names of at least three (3) referees with contact information (e-mail address, telephone or fax numbers). Expressions of Interest may be submitted electronically followed by the submission of a hard copy as well. If it is submitted in hard copy, consultants must also provide an electronic copy.
6. Consultants may obtain copies of the detailed Terms of Reference (in English) for the assignment from the address below during office hours from 8:30 to 12:00 and from 14:00 to 17:00 hours, Monday through Friday.
7. Expressions of interest must be submitted to the address below on or before **March 06th, 2013 (before 17:00 hours)**.

**The Department of International Cooperation (DICO)
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