



NUNATSIAVUT
kavamanga Government

kenaujaliginimik amma
Inunnik Ikajuktiujunik

Finance and Human Resources

REQUEST FOR PROPOSALS

Nunatsiavut Government Website Design

1. Organization Overview

Nunatsiavut Government is an Inuit regional government. Although Nunatsiavut remains part of Newfoundland and Labrador, the government has authority over many central governance areas including health, education, culture and language, justice and community matters. The Labrador Inuit Land Claims Agreement set a precedent by including self-government provisions within the land claim. Nunatsiavut is the first of the Inuit regions in Canada to have achieved self-government.

2. Project Overview

Nunatsiavut Government wishes to build a new website that meets the needs of all Government departments and can be an efficient and effective tool for communication with Labrador Inuit and the public in general. We envision a portal whereby the overall site is an aggregation of departmental sites with a common look and feel, and site navigation and search functions are seamless between departments.

3. Project Goals and Objectives

Nunatsiavut Government desires a new website that is easy to navigate in two languages, and is an effective vehicle for communicating with Labrador Inuit and the larger public. The website is meant to be a primary tool for disseminating information to Inuit on a timely basis. The content needs to be easily managed by multiple authors. Upon or before delivery, the successful proponent will conduct a training and orientation session with select representatives of Nunatsiavut Government to review site content maintenance.

4. Functional Parameters

The new website will require the following functional features:

a. Content Management System

The new website must be constructed using a current generation content management system; Joomla, Drupal or Wordpress are acceptable

b. Inuit Business Directory

This is a searchable business directory where interested parties can identify Inuit businesses providing a range of products and services. The current directory can be found here:

<http://nunatsiavut.com/index.php/education-and-economic-development/inuit-business-directory>

c. Online Careers Application

A careers application module where Nunatsiavut Government can post all available opportunities and interested parties can apply online. This application or module must be secure and protected from spam or misuse through CAPTCHA or similar technology.

d. Staff Directory

An online directory of all Nunatsiavut Government staff, organized and searchable either by name or job title.

e. Directory of Inuit Laws and Hansards

A directory of all legislation passed by the Nunatsiavut Assembly, organized by title. This will simply be a list of downloadable pdf documents at this point in time. Also, the hansards of all Assembly sittings must be available in similar fashion.

f. Labrador Inuit Land Claims Agreement with full text search capabilities

The Labrador Inuit land Claims Agreement is a large and technical document. It must be available online through a full text search, or via downloadable pdfs (complete document or individual chapters)

g. Nunatsiavut Government Newsletter with opt-in mailing list

Nunatsiavut Government produces a newsletter on a regular basis, and is posted on our website as a pdf. We would like to increase visibility by allowing people to opt into a mailing list notifying when a new issue is available. All previous issues must remain on the site.

h. Blog for President's Office

The site should provide for a blog or micro site specific to the President's office and the ongoing communication needs of that office. The option to subscribe to this blog via social media is required.

i. Media Releases and Archive

Full text of all media releases need be available online, and be downloadable as a pdf or printed from the site. All older releases shall be archived on the site outside of the main media releases section.

j. Fully Accessible to the public in English and Inuttitut (All menus, graphics, and content)

The site must be bilingual. Nunatsiavut Government will provide appropriate translations for all graphics, logos, icons, menus, and other text elements required to complete the Inuttitut version of the site.

k. Site search engine

The site must be searchable from all sections

l. Traffic Reporting (Google Analytics)

Nunatsiavut Government requires the ability to visualize the traffic to the new website in a effort to ensure future updates can be properly focussed.

m. Site Navigation

The current site's navigation is based on the organizational chart of Nunatsiavut Government. Given the quantity and variety of information on the site, other options may be more efficient. A functional navigation based on content themes, for example. It is envisioned the successful proponent will facilitate a dialogue to determine the best approach to a new navigation format and sitemap.

Where possible, we intend to reuse the existing content from the current site. Where necessary, Nunatsiavut Government will provide new content.

5. Proposal Directions

Proposals shall contain the following sections:

- Executive Summary containing a brief description of your project development approach and costs
- Qualifications including previous clients with contact information and relevant URLs
- A description of your development process
- Asset and draft delivery methods
- Project stages
- Milestones
- Quality control
- Testing and Training
- The proposed team and their qualifications
- Proposed schedule
- Costs and payment details
- Terms and conditions

6. Contact Information

All proposals can be sent via email to to:

Frank Andersen

Director, Information Technology

Nunatsiavut Government

9-13 Andersen Street

P.O. Box 92

Makkovik, NL A0P 1J0

frank_andersen@nunatsiavut.com

7. Timeframe

Proposals must be received by 4:00PM 17 July 2013.

Nunatsiavut Government would like to go live with the new website on 13 September 2013.