UNIVERSITY OF COLOMBO
CONSULTANT
FACULTY OF ARTS AHEAD PROJECT

The University of Colombo will entertain applications from suitably qualified persons for the above post up to **22nd October 2019.**

1.   POST
Consultant: develop two courses to enhance sensitivity towards students with disabilities at the Faculty of Arts for academic and administration staff

Under its World Bank funded Accelerating Higher Education Expansion and Development (AHEAD) project, the Faculty of Arts seeks a consultant to develop two courses to enhance sensitivity towards students with disabilities at the Faculty of Arts for academic and administrative staff in order to create an accessible and equal learning environment for all students with disabilities in the Faculty of Arts.

2.   TASKS
The selected expert will be required to:
   a) Design a course that would enhance sensitivity towards students with disabilities for the academic staff of the Faculty of Arts. The course should,
       i. Build awareness on different disabilities and how they can be accommodated without excluding students in classrooms
      ii. Develop/introduce alternative techniques that can be used to teach students with various disabilities
     iii. Develop alternative assessments that can be given to students with various disabilities
   b) Design a course that would enhance sensitivity towards disabled students among administrative staff of the Faculty of Arts.
       i. The course should help the administrative staff to understand how they should customise their tasks so that their services will be more accessible to students with disabilities
   c) Collaborate with the Staff Development Centre, University of Colombo to develop a calendar and identify resource persons who are suitable to conduct the designed courses.
   d) Develop a practical assessment to assess the successful completion of each course.
   e) Submit a monthly progress report on the development of courses to AHEAD Activity 4 coordinator.

3.   DELIVERABLES

Key Task	Required Deliverable	Time frame (after signing the contract)
To illustrate the outlines of the courses and identify the possible resource personnel with	• Course outlines • Names of possible resource	1 month

Key Task	Required Deliverable	Time frame (after signing the contract)
a time frame for the running of each course.	personnel • Time frame for each course	
The detailed course outlines should be presented with the details of the identified resource personnel.	• Detailed course outlines • Details of the confirmed resource personnel	2 months
The final draft version of the course outlines should be presented for review.	• Final draft versions of the course outlines	4 months
Revisions should be made to the course outlines incorporating the feedback given by the reviewer/s	• A table presenting how the revisions based on the feedback by the reviewer/s was addressed	5 months
Both courses should be in a state to be implemented through the Staff Development Centre, University of Colombo	• The plan of implementation for each course	6 months

4.   DURATION
6 months from the date of signing the contract.

5.   ELIGIBILITY
▪ A recognised qualification in higher education teaching, learning and assessment from a recognised institute
▪ A postgraduate qualification in the Social Science and Humanities from a recognised institute
▪ 15 years of teaching experience at University level
▪ A recognised qualification in disability studies from a Sri Lankan or recognised foreign university
▪ 10 years of experience working in the field of disability

6.   METHOD OF PAYMENT
A total payment of LKR 200,000 will be disbursed on completion of deliverables and submission of a consultancy report as follows:
1. LKR 50,000 will be paid when the detailed course outlines are submitted
2. LKR 100,000 will be paid when the final course outlines are submitted for review
3. LKR 50,000 will be paid once the course modules are revised according to the reviewer/s comments and is ready for implementation.

INSTRUCTIONS FOR APPLICATION
Candidates are invited to submit, (a) *a covering letter indicating the post applied for* (b) *an updated CV* with (c) *recommendations from two non-related referees*, on the basis of which selected candidates will be interviewed.
Duly completed applications should be forwarded under registered cover to reach,
The Coordinator (Activity 4),
AHEAD Project Office-Faculty of Arts,
University of Colombo,
Colombo 03.
or a soft copy to **arts@ahead.cmb.ac.lk**, with the post applied for on the subject line, on or before **22nd October 2019.**

UNIVERSITY OF COLOMBO
CONSULTANT/CONSULTANCY
FACULTY OF ARTS AHEAD PROJECT

The University of Colombo will entertain applications from suitably qualified persons for the above post up to **22nd October 2019.**

1. POST

Consultant/Consultancy: develop a Navigation System that would support students to easily access and navigate through the Faculty of Arts, University of Colombo

Under its World Bank funded Accelerating Higher Education Expansion and Development (AHEAD) project, the Faculty of Arts seeks a consultant/consultancy to develop a Navigation System that would support students to easily access and navigate through the Faculty of Arts, University of Colombo in order to create an accessible and equal learning environment for all students with disabilities in the Faculty of Arts.

2. TASKS

The selected expert will be required to:

a) Develop a proposal for establishing a navigation system in the Faculty of Arts that can be used through a mobile application
b) Identify the software and hardware requirements necessary to complete the task
c) Present specifications for the necessary software and hardware needed to complete the task
d) Develop, install and test the navigation system
e) Monitor and fix bugs for a period of 6 months after instalment
f) Submit monthly progress reports to the Dean, Faculty of Arts; Deputy Registrar, Faculty of Arts; the Main Coordinator, AHEAD project and the Activity 4 Coordinator

3. DELIVERABLES

Key Task	Required Deliverable	Time frame (after signing the contract)
The individual/firm should present a detail Proposal on the project	• Detail proposal of the project	1 month
The individual/firm should be able to submit a report on the software/hardware requirements with specifications	• Report on the software/hardware requirements	3 months
The navigation system should be developed, installed and tested	• Developing, installing and testing the navigation system	8 months
A report on the performance of the navigation system should be	• Report on the performance of the navigation system	12 months

Key Task	Required Deliverable	Time frame (after signing the contract)
submitted with a plan for maintenance	• Plan for maintenance of the system	

4. DURATION

The contract will run for 1 year from the date of signing the contract.

5. ELIGIBILITY

- At least 5 successful e-projects developed and implemented in the last 10 years
- Human resource capacity to carry out the above tasks without disruption
- An IT degree or equivalent from a recognised university
- A qualification in computer programming and application development

6. METHOD OF PAYMENT

A total payment of LKR 700,000 disbursed on completion of deliverables and submission of a consultancy report as follows:

1. LKR100,000 will be paid once the Proposal is developed, presented and approved by a panel representing the Faculty of Arts
2. LKR400,000 will be paid once the navigation system is developed, installed and tested in the Faculty of Arts
3. LKR200,000 will be paid once the report on the performance of the navigation system and the plan for maintenance is submitted.

INSTRUCTIONS FOR APPLICATION

Candidates are invited to submit, (a) *a covering letter indicating the post applied for* (b) *an updated CV or Company portfolio* with (c) *recommendations from two non-related referees or two previous employers for whom e-projects were developed*, on the basis of which selected candidates will be interviewed.

Duly completed applications should be forwarded under registered cover to reach,

The Coordinator (Activity 4),

AHEAD Project Office-Faculty of Arts,

University of Colombo,

Colombo 03.

or a soft copy to **arts@ahead.cmb.ac.lk**, with the post applied for on the subject line, on or before **22nd October 2019.**

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UNIVERSITY OF COLOMBO
CONSULTANT/CONSULTANCY
FACULTY OF ARTS AHEAD PROJECT

The University of Colombo will entertain applications from suitably qualified persons for the above post up to **22ⁿᵈ October 2019.**

1. POST

Consultant/Consultancy: develop a digitalised version of the Faculty of Arts Architectural Plan to be used to develop the Navigation System that will be used by students through a mobile application.

Under its World Bank funded Accelerating Higher Education Expansion and Development (AHEAD) project, the Faculty of Arts seeks a consultant/consultancy to develop a digitalised version of the Faculty of Arts Architectural Plan to be used to develop the navigation system that will be used by students through a mobile application in order to create an accessible and equal learning environment for all students with disabilities in the Faculty of Arts.

2. TASKS

The selected expert will be required to:

1. Develop a digitalised version of the Faculty of Arts Architectural Plan to be used to develop the navigation system.
   a. Coordinate with the individual/firm in charge of developing the Navigation System, if not part of the same firm for the consultancy.

3. DELIVERABLES

Key Task	Required Deliverable	Time frame (after signing the contract)
Develop a digitalised version of the Faculty of Arts Architectural Plan to be used to develop the navigation system.	▪ A digital version of the architectural plan of the Faculty of Arts ▪ The designed digital version should work successfully with the navigation system	6 months

4. DURATION

The contract will run <u>for 6 months</u> from the date of signing the contract.

5.   ELIGIBILITY

- An IT degree or equivalent from a recognised university

- A qualification in computer aided design and drafting software such as AutoCad

- Prior experience in using computer aided design and drafting software such as AutoCad successfully in the recent 5 years

6.   METHOD OF PAYMENT

A total payment of LKR 100,000 disbursed on completion of deliverables and submission of a consultancy report as follows:

1. LKR100,000 will be paid once the digitalised version of the Faculty of Arts Architectural Plan is developed and used successfully with the navigation system in one instalment.

INSTRUCTIONS FOR APPLICATION

Candidates are invited to submit, (a) *a covering letter indicating the post applied for* (b) *an updated CV or Company portfolio* with (c) *recommendations from two non-related referees or two previous employers for whom e-projects were developed*, on the basis of which selected candidates will be interviewed.

Duly completed applications should be forwarded under registered cover to reach,

The Coordinator (Activity 4),

AHEAD Project Office-Faculty of Arts,

University of Colombo,

Colombo 03.

or a soft copy to **arts@ahead.cmb.ac.lk**, with the post applied for on the subject line, on or before **22nd October 2019.**

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UNIVERSITY OF COLOMBO
CONSULTANT/CONSULTANCY
FACULTY OF ARTS AHEAD PROJECT

The University of Colombo will entertain applications from suitably qualified persons for the above post up to **22nd October 2019.**

1.   POST

Consultant/Consultancy: develop courses that can be offered to disabled students to improve their skills through the Centre for Disability Research, Education, and Practice (CEDREP)

Under its World Bank funded Accelerating Higher Education Expansion and Development (AHEAD) project, the Faculty of Arts seeks a consultant/consultancy to develop courses that can be offered to disabled students to improve their skills through the Centre for Disability Research, Education, and Practice (CEDREP) in order to create an accessible and equal learning environment for all students with disabilities in the Faculty of Arts.

2.   TASKS

The selected expert will be required to:
  a) Design three courses on sign language, reading and writing in braille, and assistive technologies to be offered as certificate courses through CEDREP.
      i.   The certificate courses should align with the bylaws set for such courses in the University of Colombo
  b) Submit a monthly progress report on the development of courses to Director CEDREP, Coordinator of the Ability Centre, and AHEAD Activity 4 coordinator.

3.   DELIVERABLES

Key Task	Required Deliverable	Time frame (after signing the contract)
The expert/s should be able to illustrate the outlines of the courses and identify the possible resource personnel with a time frame for running of each course.	• Outlines of the courses • Names of possible resource personnel • Time plans for each course	1 month
The detail course outlines should be presented with the details of the identified resource personnel.	• Detailed course outlines • Confirmed list of resource personnel	2 months
The final draft version of the course	• Final draft versions of	4 months

Key Task	Required Deliverable	Time frame (after signing the contract)
outlines should be presented for review.	the course outlines	
Revisions should be made to the course outlines incorporating the feedback given by the reviewer/s	• A table presenting how the revisions based on the feedback by the reviewer/s were addressed.	5 months
All courses should be in a state to be implemented through the CEDREP	• The plan of implementation for each course	6 months

4. DURATION

The contract will run <u>for 6 months</u> from the date of signing the contract.

5. ELIGIBILITY

- A recognised qualification in higher education teaching, learning and assessment from a recognised institute
- A postgraduate qualification in the Social Science and Humanities from a recognised institute
- At least 5 years of teaching experience in relation to sign language, reading and writing in braille, and assistive technologies
- A recognised qualification in disability studies from a Sri Lankan or recognised foreign university
- 10 years of experience working in the field of disability

6. METHOD OF PAYMENT

A total payment of LKR 400,000 disbursed on completion of deliverables and submission of a consultancy report as follows:

1. LKR 100,000 will be paid when the detailed course outlines are submitted
2. LKR 200,000 will be paid when the final course outlines are submitted for review
3. LKR 100,000 will be paid once the course modules are revised according to the reviewer/s comments and is ready for implementation.

INSTRUCTIONS FOR APPLICATION

Candidates are invited to submit, (a) *a covering letter indicating the post applied for* (b) *an updated CV or Company portfolio* with (c) *recommendations from two non-related referees or two previous employers for whom similar work were completed*, on the basis of which selected candidates will be interviewed.

Duly completed applications should be forwarded under registered cover to reach,

The Coordinator (Activity 4),
AHEAD Project Office-Faculty of Arts,
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