

REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES – INDIVIDUAL CONSULTANT SELECTION)

Country: Pakistan

Name of Project: Digital Economy Enhancement Project

Credit No: 7514-PK

Assignment Title: Government Liaison Consultant

Reference No.: PK-MoITT-469392-CS-INDV

The Government of Pakistan has received financing from the International Development Association (IDA) toward the cost of Digital Economy Enhancement Project (DEEP) and intends to apply part of the proceeds for consulting services, which shall be implemented by the Ministry of IT and Telecom.

The consulting services (“the Services”) include professional expertise of **“Government Liaison Consultant”** at a monthly lump sum remuneration. The Ministry of IT and Telecom, being Project Management Unit (PMU) intends to hire services of **“Government Liaison Consultant”** for DEEP that can assist the project management in relevant field. The consultant, as an expert in the field, will provide quality advice maintaining the highest degree of integrity and ethical standards. The services of individual consultant shall be initially hired for a period of 12 Months.

The detailed Terms of Reference (TOR) for the assignment can be obtained at the address given below or can be downloaded from <https://njp.gov.pk>

Ministry of IT and Telecom being Project Management Unit invites eligible candidates (“Consultants”) to indicate their interest in providing the Services as **“Government Liaison Consultant”** in Digital Economy Enhancement Project. Interested Candidates should provide information demonstrating that they have the required qualifications and relevant experience to perform the expected Services. The services of individual consultant will be required /hired to assist project team on DEEP “as per ToRs”. The short-listing criteria are based on: (i) Qualification, (ii) Experience (iii) Additional Skills

The selected candidates will be required to present their original documents at the time of the interview. Submission of any false information will lead to immediate disqualification of the candidate at any stage of the hiring process.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” September 2023, setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the Open Competitive Selection of Individual Consultants method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours 0830 to 1630 PST.

Applicants shall apply online at National Job Portal www.njp.gov.pk.

Program Office (DEEP)

Ministry of IT and Telecom

7th Floor, Kohsar Complex

Pakistan Secretariat

F-5, Islamabad

Telephone: 051-9215621

Hiring for Individual Consultants Under DEEP

TERMS OF REFERENCE

Announcement Reference no:	1-1/2024-IT	Date	12 January 2025		
Project	Digital Economy Enhancement Project (P174402)				
Position Name	Government Liaison Consultant, Ignite (DEEP)	Position ID	PK-MoITT-469392-CS-INDV		
Vacancy	1	Type of Contract	Individual	Duration	12 Months

BACKGROUND

Digital Economy Enhancement Project (DEEP) is a World Bank assisted project with the objective to enhance the Government's capacity for digitally enabled public services delivery for citizens and businesses. The Project will not only provide ease to citizens and businesses but would also enable higher degree of transparency, lower the cost of processing, and increase the tax collection capabilities of the federal and provincial governments.

Ministry of IT & Telecom (MoITT) is the sponsoring agency of the project with execution support of (i) Board of Investment (BoI), (ii) National Database and Registration Authority (NADRA), (iii) National IT Board (NITB), and (iv) Ignite – National Technology Fund

PROJECT DESCRIPTION

DEEP aims to develop a framework and technology to promote digital services across Pakistan, significantly transforming citizen centric services nationwide. A key component is the establishment of Civic Innovation and Technology Labs (CITL), which will serve as collaborative platforms for citizens, government, startups, and academia to drive social innovation and address community challenges through technology.

Ignite - National Technology Fund, known for its expertise in technology entrepreneurship and innovation projects, is mandated to establish and operate CITL. By leveraging civic technology, Ignite, through this component, aims to enhance citizen engagement, improve citizen centric services, and foster transparency.

OBJECTIVES OF THE ASSIGNMENT

The Government Liaison Consultant is responsible for facilitating effective communication and collaboration between Ignite's CITL initiatives and various government agencies. This role is crucial for navigating the regulatory and policy landscape, ensuring project compliance, and securing governmental support and resources necessary for the successful implementation of civic technology projects.

The responsibilities include (but not limited to) the following:

1. Establish and sustain strategic partnerships with government stakeholders to secure and advocate for project support and alignment.
2. Navigate complex regulatory and legislative environments to ensure project compliance and facilitate timely approvals for project initiatives.
3. Strategically position CITL initiatives to align with governmental digital transformation goals, leveraging relationships to enhance project visibility and support.
4. Act as the primary point of contact for all government-related inquiries, facilitating effective communication channels between government bodies and Ignite.
5. Monitor and report on government policy changes that could impact project outcomes, providing strategic advice to CITL management to adapt project strategies accordingly.
6. Develop and implement advocacy strategies that promote project objectives within government circles, ensuring CITL initiatives are well represented in public policy discussions.
7. Organize and manage stakeholder meetings, workshops, and public hearings to gather input, disseminate project information, and foster collaborative relationships.
8. Prepare detailed reports and presentations for both internal stakeholders and government bodies to highlight project progress, alignment with government objectives, and future plans.

SCOPE OF THE ASSIGNMENT

The consultant will navigate complex governmental landscapes to align CITL projects with public policies, secure approvals, and foster strategic partnerships with key governmental stakeholders.

1. Navigate regulatory frameworks and facilitate necessary approvals for CITL projects.
2. Advocate for supportive governmental policies and initiatives that align with CITL objectives.
3. Serve as the primary liaison between Ignite and various governmental bodies.

QUALIFICATION AND EXPERIENCE

1. Minimum 16 years education from a reputable/HEC recognized university in Communication, Public Relations, Marketing, Business Administration, Social Sciences or a related field.
2. At least 7 years of professional experience in government liaison, public affairs, or a closely related field.
3. Proven track record of developing and implementing successful communication strategies and campaigns.
4. Excellent writing, editing, and presentation skills.
5. Strong interpersonal and relationship-building abilities.

ADDITIONAL SKILLS / EXPERTISE

- 1) Experience in World Bank or other donor-funded projects is beneficial.
- 2) Ability to work effectively in a multicultural environment and with diverse stakeholders.
- 3) Deep understanding of public sector processes, including regulatory and legislative frameworks.
- 4) Exceptional negotiation and interpersonal skills to manage and influence complex stakeholder relationships.
- 5) Strong analytical skills with the ability to interpret policy and legal documents.

SCHEDULE FOR THE ASSIGNMENT

The Consultant will be appointed on a contract basis for a tentative period of 12 Months. However, in case of additional time engagement the process and modalities of extended duration will be finalized at the time of Contract.

REMUNERATION AND OTHER BENEFITS

- 1) The consultant will receive remuneration as per the scope of work defined and based on the World Bank guidelines applicable to individual consultants for this position.
- 2) Travel expenses as approved by the World Bank and the Government of Pakistan.
- 3) This is a consulting-based appointment and does not offer medical or other benefits.

REPORTING OBLIGATIONS

- 1) This position is based at Islamabad, Pakistan.
- 2) The consultant will report to the Project Director CITL, Digital Economy Enhancement Project (DEEP).
- 3) The consultant is required to follow all rules and directives of the Government of Pakistan and the World Bank for successful implementation of the project.
- 4) The consultant is required to follow working days and timings as per the contract.
- 5) The consultant shall ensure that all the required reports for the CITL component of project are prepared on time in accordance with the requirements.

SELECTION CRITERIA

- 1) The applicant will be selected based on the following criteria

Criteria	Points
Educational Qualification	20
Work Experience	20
Additional Skills/ Expertise	10
Interview	50

SUBMISSION

Candidates meeting the required criteria should submit their applications at <http://www.njp.gov.pk> within 15 days of publication of the advertisement. No hard copy of application shall be accepted and all applications must be sent via NJP online. Shortlisted candidates who are working in Government sector are required to produce NOC at the time of interview.