

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: Data Governance Consultant

Reference No.: PK-MoITT-469351-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 “**Data Governance Consultant**” at a monthly lump sum remuneration. The Ministry of IT and Telecom, being Project Management Unit (PMU) intends to hire services of “**Data Governance 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 “**Data Governance 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	Data Governance Consultant	Position ID	PK-MoITT-469351-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.

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

The Digital Economy Enhancement Project (DEEP) aims at building the capacity of the Government to provide digitally enabled public services to citizens and businesses. The project will support the development of digital public infrastructure—including for responsible data exchange, digital authentication, and verifiable credentials—and digitalization of public services (including to make them available through a new national citizen portal), which will improve the accessibility and delivery of services, economic opportunities, and social protection.

In addition, DEEP will support a transition towards a digital inventory of administrative procedures and the development of an electronic single window—the Pakistan Business Portal (PBP)—integrated across all three layers of government for new and existing businesses to apply, renew, pay, and meet all their compliance needs. It will also promote civic innovation and digital inclusion.

OBJECTIVES OF THE ASSIGNMENT

The Data Governance Consultant will be responsible for establishing and implementing a comprehensive data governance framework that aligns with the DEEP project's digital transformation objectives. The specialist will focus on enhancing data quality, ensuring data privacy, and facilitating cross-agency and cross-border data sharing. This role is essential to creating a secure, standardized, and interoperable data environment that fosters trust and enhances the availability of high-quality data for decision-making in Pakistan.

- 1) The responsibilities include (but not limited to) the following:
- 2) Develop Data Governance Policy.
- 3) Define policy objectives and frameworks, including the Data Strategy, Governance Structure, Data Classification, Data Standardization, Metadata, Data Quality, Data Life Cycle, Data Sharing (e.g., cross-border data transfers and national exchange layers), Data Analytics, Data Catalogues, Risk Management, and the Government Interoperability Framework (GIF), including data monetization mechanisms.
- 4) Collaborate with key stakeholders to integrate data governance policy with existing government IT systems, ensuring interoperability and alignment with national and international data standards.
- 5) Create mechanisms for secure data-sharing protocols, including privacy-preserving techniques, in compliance with both national and international standards.
- 6) Oversee the development of metadata repositories, data catalogues, and data quality management processes to ensure the accuracy and usability of government data assets.
- 7) Conduct regular data audits and assessments to ensure alignment with governance standards and compliance with the Data Governance Policy.
- 8) Collaborate with cybersecurity teams to incorporate robust security measures into the data governance framework to protect sensitive information while promoting openness.
- 9) Provide technical guidance and policy recommendations for establishing a national data governance body to oversee data governance activities across the government sector.
- 10) Facilitate training and workshops for government personnel to build awareness of data governance principles, standards, and best practices.

SCOPE OF THE ASSIGNMENT

The work will include the following tasks, among others:

- 1) Develop Data Governance Policy that addresses the Data Classification, Data Quality, Data Sharing, Metadata Management, Data Catalogues, and Risk Management for structured data governance.
- 2) Work closely with cybersecurity teams to embed security and privacy measures in all data-sharing protocols, including cross-border and inter-agency data transfers.
- 3) Identify Key stakeholders and collaborate with project teams, stakeholders, and external consultants to ensure the data governance framework supports seamless data sharing and interoperability across platforms.
- 4) Develop technical documentation for data governance policies, data standards, and system integration protocols.
- 5) Provide training on data governance practices, frameworks, and compliance requirements to government personnel involved in DEEP's data handling.

QUALIFICATION AND EXPERIENCE

- 1) Minimum 16 years of education from a reputable/HEC recognized university in Computer Science, Management of Information System, Information Management Data Science, Information Technology, Law or a related field.
- 2) Minimum 15 years of professional work experience in data governance, data management, or data architecture, preferably within government or large-scale digital transformation projects.
- 3) Demonstrable experience in designing and implementing data governance frameworks, data quality standards, and privacy policies.
- 4) Knowledge of data governance tools and technologies, such as metadata management systems, data catalogues, and data quality management platforms.
- 5) Proficiency in data privacy and security protocols, with experience in handling cross-border data sharing.
- 6) Strong analytical skills and problem-solving abilities, with experience translating policy objectives into practical solutions for data architecture.
- 7) Familiarity with data governance regulations and frameworks, such as GDPR, and local and international data privacy laws.
- 8) Project management experience in large-scale IT or data governance projects is highly preferred.

ADDITIONAL SKILLS / EXPERTISE

- 1) Excellent communication skills for interacting with both technical and non-technical stakeholders.
- 2) Experience with project management tools and methodologies for effective coordination and resource allocation.

SCHEDULE FOR THE ASSIGNMENT

The Data Governance 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) The Data Governance Consultant will report to the Program Director PMU, Ministry of IT & Telecom.
- 2) Data Governance Consultant is required to follow all rules and directives of the World Bank and the Government of Pakistan for successful implementation of the project.
- 3) The Data Governance Consultant is required to follow working days and timings as per the directives of the Federal Government of Pakistan.
- 4) The Data Governance Consultant is required to report to work in an official attire.
- 5) The Data Governance Consultant is prohibited from working for any other party or a paid job, or taking any other assignment during the course of this contract without written approval from the Competent Authority.
- 6) The Data Governance Consultant shall ensure that all the required reports for the project are prepared on time in accordance with the requirements of the World Bank and the Government of Pakistan.

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.