

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: Standards and Framework Consultant

Reference No.: PK-MoITT-469359-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 **“Standards and Framework Consultant”** at a monthly lump sum remuneration. The Ministry of IT and Telecom, being Project Management Unit (PMU) intends to hire services of **“Standards and Framework 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 06 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 **“Standards and Framework 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 | Standards and Framework Consultant | Position ID | PK-MoITT-469359-CS-INDV | | |
| Vacancy | 1 | Type of Contract | Individual | Duration | 6 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 Standards and Framework Consultant will provide expertise and guidance in the development and implementation of standards and frameworks under the Digital Economy Enhancement Project. This role involves analyzing global digital government frameworks and developing detailed scopes of work to facilitate the selection of competent vendors. The primary objective of these TORs is to develop a detailed scope of work/Request for Proposal related to the analysis of the Global Digital Government Framework.

This will facilitate the selection of a competent vendor to:

- 1) Establish a Pakistan Digital Government Institutional Framework including Pakistan Digital strategy to guide digital governance.
- 2) Develop an Enterprise Government Architecture for streamlined government processes.
- 3) Develop Data Governance Policy and interoperability framework to ensure data protection, privacy, and compliance.
- 4) Launch an Open Data Initiative to promote data accessibility and transparency.
- 5) Importance of these initiatives in improving governmental efficiency, and service delivery.
- 6) Brief context on the national need for digital governance and data management frameworks.

SCOPE OF THE ASSIGNMENT

The work of the Standards and Framework Consultant PMU will include the following tasks, among others:

- 1) Develop detailed ToRs, EOI and detailed RFP document including terms and conditions, evaluation criteria, firm experience, and roles and responsibilities during the tenure of the contract.
- 2) Specify the start and end dates, and key milestones.
- 3) Oversee the hiring of the firm responsible for conducting a detailed analysis of leading digital government frameworks and developing an Institutional Framework, Enterprise Architecture, Data Governance Policy, and Open Data Initiative.

- 4) Assess the current digital infrastructure and governance framework within Pakistan.
- 5) Identify key components, processes, and technologies involved.
- 6) Identify key stakeholders, institutions, and federal ministries.
- 7) Define the roles of key institutions, including government departments, non-government departments, and the private sector.
- 8) Address the legal aspects of frameworks and the Policy.
- 9) Establish a mechanism for coordination among stakeholders, departments, and ministries.
- 10) Develop a policy-making, review, revision, and approval mechanism.
- 11) Create guidelines and standards supporting the Institutional Framework, Enterprise Architecture, Data Governance Policy, and Open Data Initiative.
- 12) Identify gaps and requirements during the implementation process.

QUALIFICATION AND EXPERIENCE

- 1) Minimum 16 years of education from a reputable/HEC recognized university in Computer Science, Information Technology, Business Administration, or a related field.
- 2) Minimum of 12 years of overall post-qualification work experience in developing and implementing standards and frameworks, preferably in international organizations or government bodies.
- 3) Proven track record of managing projects related to digital government frameworks and enterprise architecture.
- 4) Experience in dealing with international financial institutions and donors is highly desirable.

ADDITIONAL SKILLS / EXPERTISE

- 1) Experience with international donor-funded projects will be advantageous.
- 2) Knowledge of international digital government frameworks and best practices.
- 3) Strong analytical skills and ability to manage complex projects.
- 4) Excellent communication and presentation skills, both orally and in writing.
- 5) Proficiency in project management software and tools.
- 6) Understanding of data governance, data protection, and privacy regulations.
- 7) Ability to work collaboratively with multiple stakeholders and institutions.

SCHEDULE FOR THE ASSIGNMENT

The Standards and Framework Consultant will be appointed on a contract basis for a tentative period of 6 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 Standards and Framework Consultant will report to the Program Director PMU, Ministry of IT & Telecom.
- 2) The Standards and Framework 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 Standards and Framework Consultant is required to follow working days and timings as per the directives of the Federal Government of Pakistan.
- 4) The Standards and Framework Consultant is required to report to work in an official attire.
- 5) The Standards and Framework 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 Standards and Framework 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 |

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|---|-----------|----|--|
| | Interview | 50 | |
| SUBMISSION | | | |
| <p>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.</p> | | | |