Ministry of Finance
Republic of Maldives

Maldives: Public Financial Management Systems Strengthening Project

Terms of Reference for
Consultancy for the development of an online web portal and mobile application for the public service remuneration framework (National firm)

[REF No: MV-M0FT-229230-CS-CQS]

I.   Background

The Government of Maldives (GoM) has been undertaking several initiatives to reforming the public financial management in order to enhance budget credibility, transparency, financial reporting and controls of central government finances. As such, the Ministry of Finance (MoF) has been implementing the Maldives – Public Finance Systems Strengthening Project (PSSP) funded by The World Bank.

The Government of Maldives (GoM) has received credit from the International Development Association (IDA) of the World Bank towards the cost of the Maldives PFM Systems Strengthening Project (PSSP) and wish to apply part of the proceeds towards the cost for the development of a public service remuneration framework's online web portal to support the National Pay Commission (NPC) in the Maldives.

The Government of Maldives has established the National Pay Commission (NPC) under the National Pay Policy Act (Act no. 11/2016). The commission's secretariat operates under the Ministry of Finance and the commission is chaired by Minister of Finance. The commission has been mandated with public service pay structure reform, including but not limited to; the executive, judiciary, parliamentary service, civil service, independent commissions and other statutory bodies. The Act was ratified in April 2016 and NPC established in October 2016. The work of the NPC is intended to be a major component of the governance reform agenda.

Under the Strategic Action Plan (SAP) 2019-2023 of the government, two major activities to be undertaken by NPC during 2020 is to publish the public service pay framework and the public service allowance standards. Disseminating this information through the use of ICT in a cohesive, informative and user-friendly manner is a primarily goal of NPC.

II. Objective

The objective of this local consultancy is to develop an online web portal (including a mobile application) for the public service remuneration framework developed by NPC.

III. Scope of work

The consultancy shall comprise of the following tasks:

1. Develop an online web portal for the public service remuneration framework comprising of the following features:
   a. A robust online search mechanism for the Maldives Public Service Standard Classification of Occupations (MISSCO). (Example: https://noc.esdc.gc.ca/)
   b. A robust online search mechanism for the Maldives Public Service Job Family Model (with similar features to MISSCO-18 search mechanism).
   c. A robust online search mechanism for job matrices. (Remuneration framework of each job matrix should be integrated to the job matrix. Search options by remuneration types or job matrices should be available)
   d. A robust online search mechanism of public service allowances.
   e. A robust online salary calculator. It can include fields such as professions/occupations, job titles, organizations, and total remuneration. (Example https://www.jobsearchintelligence.com/job-career-data/)
2. Development and integration of the following features in the online web portal.
   a. An informative data source for occupational employment statistics. (Example https://www.bls.gov/oes/charts.htm)
   b. An informative data source for government expenditure on salaries and wages. (Example https://data.gov.in/keywords/salary-expenditure)
   c. Provision to collect data through surveys and polls.
   d. A depository of policies, standards and circulars of NPC – with a prominent search function using key words.
   e. Provision for the information at the web portal to be integrated with mainstream social media platforms.
3. Development of the mobile application (both Android and iOS platforms) with all the information available at the online web portal. The application shall be designed with features associated with simplicity, speed, good image resolution, flexibility, security, search options, bright and bold colour schemes, push notifications, user feedback and updates.
4. The online web portal and the mobile application shall be developed in both English and Dhivehi languages.
5. Setting up a testing environment to be used by the relevant staff from MoF and NPC to test the functionality of the system.
6. Setting up a training environment to be used by the relevant staff from MoF and NPC to train users.

7. Setup and maintenance of production environment when features become production ready.
8. Formulate and provide the following documents:
    a. A comprehensive design document describing the underlying data model and important functions and actions in the source code.
    b. A comprehensive user manual describing the functionality available for both administrative users and the public.
9. Provide after sale support service for 12 (twelve) months after the contract completion. This include error detection, bug fixing and minor alterations.
10. Handover the final source code to MoF at the end of the after sale service period.

IV. Timeframe

The expected timeframe is 150 days.

V. Deliverables and payment

The following deliverables are expected from the consultancy.

		Expected duration[1]	Payment
1.	Formulate a detail requirement analysis in consultation with MoF and NPC	14 days	10%
2.	Development of the online web portal (in English and Dhivehi) [as specified in number 1 of the Scope of Work]	50 days	25%
3.	Development of the additional features of the web portal (in English and Dhivehi) [as specified in number 2 of the Scope of Work]	50 days	25%
4.	Development of the mobile application (in English and Dhivehi)	Done parallel to the above deliverables	20%
5.	Testing bug fixing, training and commencement [as specified in number 5, 6 and 7 of the Scope of Work]	36 days	5%
6.	Formulation and provision of the relevant documents [as specified in number 8 of the Scope of Work]	Prior to launching	5%
7.	After sales support service [as specified in number 9 of the Scope of Work]	1 year	5%
8.	Handover of source code [as specified in number 10 of the Scope of Work]	At the end of after sales period	5%

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[1] The specified expected duration is given with the assumption that work can be undertaken concurrently on multiple deliverables.

VI. Technical Specifications

1. The application should be developed with a mature and well known framework – such as Microsoft .Net, Microsoft .Net Core, PHP Laravel etc. The technology, frameworks and any important 3rd party libraries used should be clearly indicated before commencing the work.
2. Web portal shall be developed using Microsoft SQL Server, MySQL server or MongoDB.
3. Web portal shall be compliant with web standards and should work in commonly used web browsers such as Microsoft Edge, Google Chrome & Firefox.
4. Source code should be maintained under a version control system such as Git, with full access to MoF and NPC during development.

VII. Requirement of the firm

- Minimum three (3) years of proven experience in development of web portals and/or mobile applications. Minimum of 3 (three) successfully completed projects related to development of web portals or mobile applications for the public service of the Maldives.

The firm is expected to demonstrate past experiences, provide references and documented proof that it meets the above requirements.

VIII. Required expertise of the consultants

The firm is expected to propose a team with a minimum of 3 members and a maximum of 5 members. All the requirements given below should be met by the team collectively (i.e. at least one member of the team should meet each of the requirement). The firm should assign a team leader. To ensure that portfolio of previous projects and work done by all members of the team should be submitted.

- Minimum Diploma or higher qualification in Information Technology or related field
- Minimum 3 years of experience in the field:
    - with technologies such as .Net, Java, PHP, NodeJs
    - with understanding and experience in HTML5/CSS/JavaScript
    - with UI/UX designing
    - with web development of using both Dhivehi and English languages
    - with mobile application development using both Dhivehi and English languages (minimum 4 such applications)
    - with front-end development experience

IX. Working arrangements

During the contract period, the assigned leader of the team shall regularly and when required, communicate with relevant officials of MoF and NPC.