REQUEST FOR PROPOSAL (RFP)

No.MBMA/CLLMP/HR/64/2018/627   Dated Shillong, the 15th November, 2022

The Meghalaya Basin Management Agency invites proposal from a qualified candidate having relevant expertise and experience in Information Technology (IT).

Detail information's regarding the scope of work and deliverables and others can be accessible from MBDA website www.mbda.gov.in

Date of Issue of RFP: **15th November, 2022**

Last date and time of submission: **26th November, 2022 upto 05:00 PM**

Sd/-
Additional Project Director, CLLMP
Meghalaya Basin Management Agency

RFP: Technical Consultant (IT)
Meghalaya Basin Management Agency
Location: Shillong, Meghalaya

The Meghalaya Basin Management Agency (MBMA) is in need of a **Technical Consultant (IT)** for strengthening the IT system and services at MBDA/MBMA and its component entities.

Objective of the assignment:
- The assignment will involve contribution towards developing sustainable capacities of IT system services for the organization and designing & implementation of the roadmap for the enhancement for the next three (3) years.
- Lead on capacity building and technical support to strengthen the efficiency of the IT systems in the government sector.

Scope of Work:
- Review all the existing projects and prepare reports for each of the projects.
- Create a project level roadmap during the timeline of the project and for maintenance post the project completion.
- Create an internal system to track the progress of each of the projects and pending deliverables.
- Streamline the stacks used, processes followed, provide feedback and making sure that each project delivers the outcomes defined.

Deliverables:
- Identify the open source CMS that can be used for creation of all government websites.
- Move all the government websites to the platform so that the feature sets can be used across the websites.
- Identify open source solutions for GIS, which can be used for all GIS related projects.
- Move all projects progressively to the standard platform.
- Identify preferred solutions for HRMS, MIS which can be used across the projects.
- Identify the data formats that can be used for exposing government data sources which can be used by other platforms.
- Expose critical APIs internally which can be used for better syncing between different government projects.
- Expose critical APIs to the public which can be used by interested parties to create applications on top of the government data and platforms.
- Identify common artefacts across the projects so that they can be used across and reduce the cost of future development/maintenance.
- Identify and list common good practices for development, infrastructure and scaling so that these projects can scale based on the user needs.

Appointment:
- The Technical Consultant (IT) will be required to play a leadership role and work alongside the IT & System Admin team.
- The duration of the assignment is expected to be for a period of six (6) months which may be extended on existing terms and conditions with mutual consent and depending on the requirement of the project.
- The Consultant will report to the Additional Project Director, CLLMP, MBMA.

Desired Qualification and Experience:
1. The Consultant should have excellent academic credentials and experience of different contexts related to Computer Science or Electronics and Communication Engineering. (S)he must hold a

degree in Computer Science or Electronics and Communication Engineering or related field from reputed institutions.
2. The consultant should have at least 10 years of experience in IT related sector.

Essential Technical Skills:
1. Should be an expert in at least two programming languages like Java, Javascript, php and python.
2. Should be an expert in open source CMS platforms for building websites of varying scales
3. Expert in databases(RDBMS and nosql)
4. Expert in one of the cloud services and knowledge of others(AWS, GCP and Azure)
5. Expert in at least one fronted framework and knowledge of others popular frameworks.
6. Experience in building distributed systems that can scale upto 20k rpm
7. Expert in technical architecture including high level and low level design
8. Experience in building open data platforms including standardization of data, following the data standards in collection of data, harvesting of data and making data easily searchable.
9. Knowledge of MIS and GIS platforms
10. Experience working in both MNC and startup companies.

Essential Requirement:
1. Strong oral and written communication skills are essential.
2. Good technical expertise in Open Source software
3. Experience working with multiple stakeholders like World Bank and other organizations
4. Experience working with vendors to take care of the implementation of the projects from end to end.
5. Should be available to work whenever necessary including holidays

Selection Process:
For selection of the candidate,
- 80% weightage will be given to suitability of the candidate based on above parameters and
- 20% weightage will be given to the remuneration sought by the candidate.

Deployment:
- The selected candidate could be based on full time basis in Shillong or divide time between Meghalaya and offsite. In the latter case, 15 days a month would be required to be within the State. In either case the assignment shall be a full time commitment.
- The selected candidate would be paid a monthly remuneration/professional fees as may be mutually agreed.
- Operational arrangements such as those relating to official travel etc. will be borne by MBMA or such OPE will be reimbursed on actual basis.

Submission of Offer:
- Offers for the position should include a detailed resume with supporting documents, a write-up on candidate's suitability for the assignment and expected remuneration.
- The Offer much reach MBMA either electronically recruitmentmbda21@gmail.com with the subject line – ***Technical Consultant - IT*** or as a hard copy addressed to HR Unit, MBMA
- **Office Address:**
  Meghalaya Basin Management Agency,
  C/O, Meghalaya State Housing Financing Cooperative Society Ltd. Campus,
  Nongrim Hills, Shillong – 793003,
- **The offers should reach MBMA latest by 5:00 PM on 26th November, 2022**