

Terms of Reference for hiring MIS Consultant

I. Background

Bihar Rural Livelihoods Project (BRLPS) is designed by Government of Bihar to address rural poverty in Bihar. The World Bank is extending financial assistance to this project. The project aims at enhancing social and economic empowerment of the rural poor by creating self-managed Community Based Organizations (CBOs) and enhancing income through sustainable livelihoods activities. Currently JEEViKA is implementing three projects namely BTDP, NRLP and NRLM covering all 534 blocks of the state. Effective monitoring and evaluation require comprehensive and structured database management and technology intervention for detailed analysis and ensuring the availability of data for decision making. Hence there is need for a robust MIS, JEEViKA with the help of software service provider Rolta has developed an application “CBO MIS” to capture its members profile and the profile of CBOs institutions and federations and theme (IB & CB, Financial Inclusion, Social Development, and Livelihood) based data. Currently data entry has started in “CBO MIS” application in all 534 block of all 38 districts in the State of Bihar. In addition to CBO-MIS, there are several mobile based apps are also implemented in parallel to capture the data in real-time. The organization requires digitization of historical data, capacity building of the staff and Community for data punching in “CBO MIS” application and other mobile apps on regular basis. This would require a dedicated team specially designed for the purpose of ensuring “CBO MIS” and mobile apps to be LIVE for the purpose of SPMU, DPCU BPIU and CBO level monthly review. There are also upcoming requirement of new mobile apps from different themes on interventions being carried out in field, proper data analysis of the data and its visualization and maintenance of CBO-MIS application. This requires hiring of consultants for the specific tasks.

II. Objectives

The objective of the assignment can be summarized as:

1. Development of Applications for the organization.
2. Maintenance of CBO-MIS.
3. Capacity building of the staff and Community on the tool for digitization process.
4. Any other assignment from SPMU as provided from time to time.
5. Support in CBO-MIS.

III. Scope of Work

MIS Consultant (Spring Framework, J2EE, Jasper, Oracle Pl/Sql)

- Development of new pages/modules in the existing application.
- Maintenance and Support in CBO-MIS Application.
- Fine tuning the application and database time to time.
- Creating reports as per the requirement.
- Modification in the existing application as and when required.
- Any other assignment given by SPMU from time to time.

MIS Consultant (Dot net framework, Sql Server, css, html, Javascript)

- Development of Applications for the organization.
- Providing App based solutions for different interventions as and when required.
- Liaisoning with Agencies for various software/app based solutions provided by them.
- Extensive field visit for providing handhold support to BPIU and DPCU in dealing with core issues related to DSS-MIS and Mobile Applications.
- Support the existing mobile apps and applications running in BRLPS and integration with other applications.
- Any other assignment given by SPMU from time to time.

IV. Qualification and Experience of the Consultant

Sl.No	Designation	Qualification and Experience	Hiring Tenure	Position
1.	MIS Consultant (Spring Framework, J2EE, Jasper, Oracle Pl/Sql)	BE/B.Tech/MCA with minimum 5 years of Experience in Software development and Capacity Building/ Training on the related tools.	11 months	01
2.	MIS Consultant (Dot net framework, Sql Server)	BE/B.Tech/MCA with minimum 5 years of Experience in Software development and Capacity Building/ Training on the related tools. Preference will be given for those having experience in mobile app development.	11 months	02

V. Duration of Contract

Duration of the assignment will be 11 months. This may further be extended based on the performance of the candidate and requirement of the project.

VI. Monitoring and Supervision

The State Project Manager (MIS) BRLPS would supervise the Performance of the consultants and facilitate the interaction and exchange of information between the Consultants and the BRLPS. The Chief Executive Officer, BRLPS in association with State Project Manager (MIS) shall be responsible for reviewing and monitoring the work of consultants.

The BRLPS shall be the owner of the assignment output. The Consultant will have no right of claim to the assignment or its outputs at any stage of development, execution or after its completion.

VII. Monthly Remuneration

1. Costing

- a. The Monthly remuneration of MIS Consultant will be as per the Consultant Policy of BRLPS based on experience and qualification.

2. Reimbursable

- a. TA/DA payment will be as per the Consultant Policy of BRLPS based on experience and qualification.

3. Entitlements

- a) Treated as full time consultants and office hours will be as per BRLPS.
- b) Holiday as per BRLPS declared holiday.
- c) One day Casual leave per month will be provided.

VIII. Payment Schedule

Payment will be made on monthly basis:

Designation	Deliverables
MIS Consultant (Spring Framework, J2EE, Jasper, Oracle Pl/Sql)	Report of Support, Maintenance and any new development in CBO-MIS application on monthly basis.
MIS Consultant (Dot net framework, Sql Server)	Report based on development of application, apps and maintenance of existing software solutions on monthly basis.

IX. Placement location of MIS Consultant

The Consultants will be placed at SPMU, Patna.