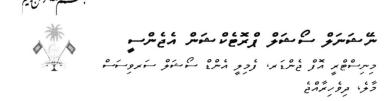**National Social Protection Agency**

Ministry of Gender, Family and Social Services
Male', Republic of Maldives

ނޭޝަނަލް ސޯޝަލް ޕްރޮޓެކްޝަން އޭޖެންސީ

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Terms of Reference
(Software Developer)

A. Background

The National Social Protection Agency (NSPA) is working to establish a comprehensive digitalized mechanism to manage information, including a Document Management System (eNSPA), Social Protection Information System (SPIS) and Call Center management Application. There is also ongoing work to develop a web based online Beneficiary Portal and separate Mobile Application for the existing SPIS, for use by potential beneficiaries to submit applications, for targeting, payment updates, case management and monitoring.

B. Objective

The objective of the proposed assignment is to design, develop, update and integrate NSPA's existing software applications using modern technologies/techniques in line with policies of NSPA to improve effective delivery of services.

C. Key tasks and responsibilities

- Responsible for development of in-house applications in the organization according to requirements. Participate in the complete software development life cycle from requirement gathering to deployment
- Develop integration among different software applications (eNSPA, SPIS, Beneficiary portal and other third party applications)
- Maintenance and modification to SPIS and eNSPA to ensure effective operations and smooth functioning of the newly developed applications (such as the Beneficiary portal), as instructed by the organisation
- Make modifications to the current Document Management System as identified by the organization
- Work with end users and management to improve the applications and develop new components
- Work with in-house and external developers in testing, debugging, deploying and improving applications developed for the Agency's social protection programs implementation
- Maintain technical documentations and user guides as required by the organization
- Design and develop a reporting module that integrates with all the key applications used in the organization
- Liaise with network administrators to assist in resolving problems related to the applications

D. Reporting and work arrangements

The Developer will work as part of the development team of NSPA and report to Head of IT Section at NSPA. The Developer is not expected to develop in isolation, but rather expected to work with the Lead Developer on an agreed software development method to complete the deliverables with support from the Agency's IT team.

Physical attendance is not compulsory as payments will be made monthly against completion and submission of deliverables scheduled and agreed with the consultant.

The work space and equipment required will be provided for the Developer at the NSPA office and off-site work arrangements can be facilitated (if required) by the Developer as well.

E. Procedure for Review of Outputs

The Developer shall provide detailed Monthly Reports of issues attended to and work done, in an agreed format within the first week after the end of each month. The Management of NSPA will review the report and outcomes of tasks assigned and communicate with the Developer on a monthly basis.

F. Duration

The duration of the assignment is 6 months

G. Qualifications

- Bachelor's Degree or higher in Information Technology or a related field
- Minimum 2 years' experience in software development
- Experience in using PHP (Laravel), AngularJs, VueJS, NodeJS
- Familiar with MySQL and Postgresql
- Appropriate knowledge and understanding of Social Protection Programs
- Excellent communication skills in both Dhivehi and English
- Excellent time and task management skills

H. Documents to submit

i. Cover letter for Expression of Interest
ii. Curriculum vitae of the applicant
iii. Copy of the National Identity card of the applicant
iv. Educational certificates, work experience documentation & and other supporting documents demonstrating that the applicant is qualified to undertake the scope of work

I. Remuneration Details

The successful candidate will be paid a fixed monthly fee of MVR 21,500

J. Evaluation Method and Criteria

Applicants will be evaluated as follows:

- Bachelor's Degree in Information Technology or a related field *(30 marks)*
- Master's Degree or higher in Information Technology or a related field *(5 marks)*
- More than 2 years' experience in software development *(5 marks)*
- Interview *(60 marks)*

Note:
Incomplete applications will not be considered. The short-listed candidates may be contacted for interview and the successful candidate will be notified