

Hiring of Consultancy Firm for Implementation of a Comprehensive Inter-Operability Framework and Associated Rules and Regulations

Terms of Reference

1. BACKGROUND:

Punjab Resource Improvement and Digital Effectiveness program (PRIDE) is a five-year program (PforR) funded by the International Bank for Reconstruction and Development (IBRD) – World Bank Group. The Program Development Objective is “*To increase own source revenue; and improve reliability of resource allocation and access to digital services for people and firms in the province of Punjab.*” The key result areas of the Program are as under:

(a) Strengthened Budget Formulation and Fiscal Risk Management

Activities include the support for: (i) organizational reforms in FD and P&DB; (ii) development of a medium-term fiscal framework incorporating fiscal impact of climate change; (iii) development of a regulatory framework to facilitate integration of recurrent and development budgets; (iv) improvements in public investment management; (v) management of fiscal risks, in addition to a framework of minimum standards that reflect the concerns of women, girls and vulnerable groups in disaster preparedness and response; (vi) development of a legal framework for disaster risk financing; (vii) strengthening capacity of LGs for disaster response; and (viii) establishment of the Disaster Risk Fund.

(b) Increased Use of Digital Technology for Delivery of Selected Public Services

Activities include the support for: (i) review of existing business processes to identify redundant procedures; (ii) simplifying business processes to remove redundancies; (iii) digitization of public services for citizens and firms; (iv) improving women’s utilization of newly digitized services; (v) development of a legal framework for electronic payments, mobile money, digital identification, geospatial systems and cloud-based computing; and (vi) revision of PFC award to introduce a need-based formula for transfers from the Provincial Government to LGs and a performance grants scheme for targeted support to LGs for the vulnerable population of Punjab.

(c) Improved Collection of Own Source Revenue- (OSR)

Activities include the support for: (i) coordination of revenue policy and implementation measures; (ii) impact assessment of COVID-19 and climate events of recent past (recurrent) on revenue, to inform the design of related revenue policies and the revenue mobilization strategy and plan of the Provincial Government; (iii) expansion of the service sales tax base and increased taxpayer compliance; (iv) integration of taxpayers’ data across three (3) tax authorities (selected taxes) and linkage with third party data; (v) simplification of tax administration processes and adoption of performance framework; (vi) development of online and mobile functionalities for tax payment; and (vii) building the capacity of ETNCD to modernize property valuation system to enhance revenue potential from public and private real estate.

Program Support Unit (PSU) established in the P&D Board to implement the Technical Assistance component of the Program. One of the objectives of the technical assistance is to support Business Continuity, Monitoring and Safeguards which among others include development of a comprehensive inter-operability framework and associated rules and regulations to enable integration of databases and development

of legal framework for digital identity management (including adequate online privacy and safety protections for end-users). Therefore, PSU intends to engage a consultancy Firm having capability and capacity for the subject assignment with following objectives and scope.

2. OBJECTIVE:

The primary objective of this consultancy is to conduct a comprehensive review of the Data Sharing & Governance Act developed under the Online Statistical System in Punjab (OSSP) Project. Additionally, the consultant is expected to perform a technical review of the Provincial Service Bus (PSB) to be implemented under the Data Sharing & Governance Act, specifically focusing on the Exchange Layer.

3. SCOPE OF WORK:

Review of Data Sharing & Governance Act:

- Examine the existing Data Sharing & Governance Act drafted under the OSSP Project.
- Evaluate the legal and regulatory framework proposed in the Act.
- Assess the alignment of the Act with international best practices and data protection standards.
- Provide recommendations for enhancements, if necessary, to ensure compliance and effectiveness.

Technical Review of Provincial Service Bus (PSB):

- Assess the overall architecture and design of the PSB, focusing on its capability to facilitate data sharing among government departments.
- Review the Standard API Stack proposed for the PSB, evaluating its adherence to industry standards and security best practices.
- Examine the Data Exchange Layer, ensuring it enables seamless and secure data exchange between departments.
- Evaluate the scalability, redundancy, and security measures incorporated in the PSB.
- Verify compliance with data protection laws and regulations.

Implementation of Exchange Layer:

- Review the technical specifications and protocols proposed for the Exchange Layer.
- Assess the compatibility of the Exchange Layer with existing government IT infrastructure.
- Evaluate the protocols for data standardization, validation, and transformation within the Exchange Layer.
- Ensure that the Exchange Layer supports multi-channel service delivery as outlined in the Data Sharing & Governance Act.

4. DELIVERABLE:

Document Review:

- Conduct an in-depth review of the current Data Sharing & Governance Act and associated documents.

- Identify gaps, inconsistencies, and areas requiring clarification.

Stakeholder Consultation:

Engage with relevant stakeholders, including government officials, legal experts, ICT Industry Experts and technical teams involved in the development and implementation of the Data Sharing & Governance Act.

Technical Assessment:

- Evaluate the technical aspects of the PSB, focusing on the proposed architecture, API Stack, and Exchange Layer.
- Identify potential technical challenges and propose solutions.

Comprehensive Report:

- Prepare a detailed report summarizing the findings of the review.
- Provide clear recommendations for improvements, amendments, or enhancements.

Interim Report:

- Present a preliminary report highlighting initial observations and areas of concern.
- Include a brief outline of proposed recommendations.

Draft Review Report:

- Submit a comprehensive draft review report covering all aspects of the Data Sharing & Governance Act and the PSB.
- Include detailed recommendations for each area assessed.

Final Review Report:

- Incorporate feedback received on the draft report.
- Present the final review report with actionable insights, a roadmap for implementation, and a detailed plan for addressing identified issues.

Presentation to Stakeholders:

- Conduct a presentation of the final review report to relevant stakeholders.
- Facilitate a discussion on the findings and recommendations.

5. TIMELINES:

The consultancy is expected to be completed within Four Months, with specific milestones for interim and final reports. The consultant must adhere to the agreed-upon timeline and provide regular updates on progress.

6. SHORTLISTING CRITERIA

- i. The consultants/ firms must have 05 years relevant working experience in legal frameworks related to data governance, technical assessments of IT systems, data communication standards, API integration, system architecture, and security protocols. Proven experience in implementing interoperability frameworks in government, private sector or similar complex environments. A strong understanding of international data protection standards, data governance, privacy, and security regulations. (letter of incorporation of the firms will be required).
- ii. The Consultants/firms must have completed at least three (3) similar projects in public sector or private sector of comparable scale and complexity (copies of verifiable of similar nature of contracts with copies of notification of award and / or contracts and full address and contact information of the employer).
- iii. The Consultants/firms should demonstrate sufficient HR / managerial capacity and technical expertise in the areas covered in the TORs.