

Terms of Reference

Procurement of Individual Consultant to Carryout Technical Audits for eServices and Related eGovernment Projects ICTA/GOSL/CON/IC/2017/08

1. Introduction

Electronic Services (eServices) development is one of the key initiatives of ICTA which provides government services to citizens electronically through multiple delivery channels. Since 2009, ICTA has launched more than 50 eServices offered through approximately 23 government organizations.

While expanding the existing eServices base to another level, new set of eService development projects are planned to be started from January, 2017. Further a set of new eGovernment projects are also scheduled to be implemented targeting a more streamlined government system, utilizing ICT. Along with the said implementations, it has been identified that in meeting the precise requirements of each project, the artifacts needs to be reviewed through an independent party at technical planning and the quality assurance stages, ensuring a quality output.

2. Background

Lanka Gate was launched in 30th December 2009, along with the first e-Government transactional eService i.e. online issuance of Revenue License (e-RL). Since then ICTA has been working in collaboration with key government organizations and has launched nearly 50 eServices by now.

The success of the existing eServices has raised lot of interest among Government Organizations to implement eServices for their organizations as well. Since the Government Organizations do not have the capacity and knowledge to implement eGovernment solutions alone, they have expressed the interest to work in collaboration with ICTA to offer more eServices. Therefore, in addition to the existing eServices, ICTA intends to initiate new projects to implement more e-Services.

3. Objective(s) of the Assignment

ICTA intends to procure and obtain service from an Individual Consultant to carryout Technical Audits for eServices and Related eGovernment Projects

The duration of the assignment is 10 months

4. Scope of Services, Tasks (Components) to be carried out and Expected Deliverables

- 4.1 Get a clear understanding about the eServices and eGov initiative and the stakeholder requirements and their expectations.
- 4.2 Study and understand the solutions for e-Services and eGov.
- 4.3 Review and verify formulated documentation by the vendor, which includes technical documents.
- 4.4 Log documentation feedback/ comments and communicate the need of change to the vendor effectively.
- 4.5 Incorporation of iterations to documents until the sign off
- 4.6 Attend review meetings and provide feedback, communicate effectively in technical terms and on a business level.
- 4.7 Undertake technical audit at all stages of software development including but not limited to deployment guide and technical documentation.
- 4.8 Adequately manage stakeholder expectations.
- 4.9 Adhere to all reporting requirements in accordance with ICTA project management processes.

5. Qualification Requirements for the consultant (and any other requirements which will be used for evaluating the consultant)

- 5.1 The consultant should possess over 7 years industry experience with least 2 years' experience functioning as a Technical Lead in software development industry.
- 5.2 Proficiency in architecting and designing enterprise software systems and products.
- 5.3 Experience in project estimation techniques, architecture and design patterns and performance engineering.
- 5.4 Hands on experience in Java, PHP, JEE, Web Services (SOAP/REST), SOA, EAI, Distributed Computing, Enterprise Security, Performance and enterprise engineering best practices.
- 5.5 Experience in Micro Services Architecture and container based deployment
- 5.6 Experience in Enterprise Integration (middleware), high-availability and fail-over and cloud based related deployments (AWS, Azure, Lanka Government Cloud).
- 5.7 Bachelor's degree in Information Technology, computer science or possess an equivalent qualification
- 5.8 Msc in Information Technology or equivalent and technical certifications in respective specialities as an added advantage
- 5.9 Excellent leadership and negotiation skills with the ability to clearly propose and articulate architecture and technology decisions.
- 5.10 Excellent team player with solid interpersonal and communication skills
- 5.11 Excellent analytical and logical thinking and troubleshooting skills

6. Deliverables and Payment Schedule

The consultant should review the documents which were submitted by the project vendor which are not limited to the below requested documents.

The duration of the assignment is 10 months, estimated no. of hours 300

Deliverables	Payment Method
1. Audit report 2. Time sheets	Hourly rate for Technical Audit as agreed in the contract

7. Services and Facilities Provided by ICTA

- 7.1 Access to relevant staging environment and production environment
- 7.2 Access to ICTA Issue Tracking System & DMS
- 7.3 Detail Software Requirement Specification
- 7.4 Detail Software Technical Design
- 7.5 Any relevant documents of the solution

8. Review Committees and Review Procedures

All deliverables will be reviewed by the team appointed by ICTA.