TERMS OF REFERENCE
Software Development Consultant

(IUL. No: 123-A/IUL/2018/16)

1. Background

Anti-Corruption Commission ACC) has decided to develop and enhance ACC's Information Management System' (AIMS). The project includes developing new modules and enhancing the current modules in the AIMS. The purpose of the project is to innovate and improve the existing portal to provide a more trouble-free and efficient service to the public and stakeholders.

2. Objectives

The main objective of recruiting a Software Development Consultant is to develop the following modules and to improve existing modules in the 'ACC Information Management System'.

(a) New modules to be developed:
1. Human Resource Management Module
2. "Criminal Record" Module
3. SAP and Budget Implementation Module
4. Fixed Asset Management Module
5. Stock Management Module
6. Library Management Module

(b) Existing modules to be improved:
1. Case Management Module
2. Case Archive Module
3. Mail Management Module

3. Scope of Work

Consultant shall carry out the following tasks during this consultancy period. Nevertheless, any additional task deemed necessary to archive the objective would also be considered part of this consultancy.

(a) To trouble-shoot any issues which may arise in the ACC Information Management System and other modules developed by ACC.
(b) To make necessary changes to the Information Management System and other modules, with relevant feedback or requests from respective sections/units.
(c) To prepare a list of requirements to develop the new modules.
(d) To prepare a realistic timeline to develop the new modules.
(e) To develop, test, enhance (if required) and introduce the new modules within the timeline, as approved by the Secretary General.
(f) To prepare user manuals and training materials for all the modules in the Information Management System.
(g) To conduct the required train-the-trainer trainings and orientation trainings for the applicable ACC staff.

4. Required Expertise and Qualifications

The consultant shall satisfy the following criteria:
(a) Hold a Bachelor's Degree in Software Development or relevant field
(b) At least 04 years of experience in the field of Software Development. Specially in (C Sharp, MSSQL, ASP .NET, MVC WEB Application)

5. Duration of the contract

This is a 01 (one) year contract (Anti-Corruption Commission may extend the duration of the contract if required).

6. Consultant's Fee

Consultation fee is MVR 28,000.00 per month.

7. Required working hours

The consultant should work daily 07 hours, from 8:00 to 15:00 and shall be accountable for 45 minutes' lunch break.

8. Selection Criteria

Candidate will be shortlisted as per the following criteria:
(a) Specific experience (20 points)
(b) Academic Qualifications (30 points)
(c) General work experience (40 points)
(d) Software development technical experience (10 points)

9. Interview

Only shortlisted candidates will be called up for an interview. The potential candidate for this project will be finalized after the interview.

10. Required Documents

The following documents must be submitted with the application form:
(a) A detailed Curriculum Vitae of the applicant
(b) A Letter of Request from the applicant to apply for the job
(c) A copy of the National Identification Card of the applicant
(d) Attested and accredited copies of Academic Certificates of the applicant
(e) A Police Report (required only if candidate is selected)

11. Deadline

The submission for this application expires on 05th June 2018 at 1330hrs local time.

12. Further Information

(a) All incomplete applications will not be considered for shortlisting candidates

(b) For further details regarding this ToR, please contact: 3015214 or e‑mail to: hr@acc.gov.mv