MALDIVES: ENHANCING EMPLOYABILITY AND RESILIENCE OF YOUTH PROJECT (MEERY: P163818)

Ministry of Higher Education Republic
of Maldives

Consultancy to Develop E-Learning Platform for Maldives Polytechnic

(Procurement Ref: MV-MOHE-168741-CS-CDS)

TERMS OF REFERENCE AND SCOPE OF SERVICES

1. Background:

Several aspects of the Maldives' recent development pattern highlight imbalances between labor demand and supply. Public sector jobs are predominantly in the civil service with the rapid expansion of cadres in the 1990s and 2000s. However, with the increasing standard of living over time, the labor market has become more challenging for Maldivians in general. Increasing educational attainment among the younger generation and expectations have coincided/collided with the rapid growth in low-skill service jobs associated with tourism and construction, leading to a mismatch in skills supply and demand. Despite the high levels of growth and labor market conditions in public investments, tourism, fisheries and non-tradable tourism related activities, important challenges remain for young Maldivians. These relate to (i) the need for greater inclusion and productive employment for youth, especially for those who cannot rely on public sector jobs (because of a sharp reduction of public sector employment) or who are from the most vulnerable segments of the population; and (ii) an increasing reliance on foreign labor in important sectors such as tourism and construction services and limited opportunities for women.

The Government of Maldives (GoM) is implementing the "Maldives: Enhancing Employability and Resilience of Youth (MEERY)" Project. The project is funded by the World Bank. The objective of the project is to improve the relevance of technical and vocational skills and foster entrepreneurship to promote youth employment in priority sectors. The project is being administered by the Ministry of Higher Education (MoHE), with a Project Steering Committee that will be co-chaired by the MoHE and the Ministry of Economic Development.

The project comprises three components and a Contingent Emergency Component. The three primary components are;

Component 1: **Fostering skills development and entrepreneurship in priority sectors (Tourism & Construction and ICT related Services Sectors through four sub-components:**
1.1: Labor-market assessment and analysis for demand driven skills identification
1.2: Revision of Skills Development (TVET and Entrepreneurship) Curriculum
1.3: Face-to-Face Skills Delivery.
1.4: Support for Entrepreneurship Development.

Component 2: **Promoting entrepreneurship and employment through skills Development and *e*Learning Strategy through three sub-components:**

2.1: Strategy Development, Strengthening and Diversifying skills development programs.
2.2: IT infrastructure for skills development and jobs platform.
2.3: Career hubs for education-industry linkages.

Component 3: Project Coordination, Monitoring and Evaluation

2. Objective of the Assignment:

It is expected that Maldives Polytechnic will carry out their courses online in the future to reach a wider audience and bridge the geographical gap via an e-learning platform. The overall objective of this assignment is to develop (design and set up) an e-learning platform for Maldives Polytechnic and support interactivity and multimedia, making learning more effective and interesting for both students and educators.

3. Scope of Work:

3.3.1 Review and advise MoHE and Maldives Polytechnic about the ideal open source learning management system for the Maldives.

- The consultant shall carry out a context analysis to identify the current practices of Maldives Polytechnic and a training need analysis of all relevant stakeholders.
- The consultant shall review and present Maldives Polytechnic with the most suitable open source learning management system such as (Moodle or other options) that will provide an e-learning platform for online courses.
- The e-learning platform shall consist of different types of e-leaning components such as e-learning content, e-coaching, collaborative learning and virtual classroom, document repository and job aids.
- Recommend the most suitable hardware and software requirement for the e-learning platform.

3.3.2 Implement the selected learning management system

- The system should be a fully managed site.
- The e-learning platform should be branded using Maldives Polytechnic approved logos and colours.
- The e-learning platform shall consist of different types of e-learning components such as e-learning content, e-coaching, collaborative learning and virtual classroom, document repository and job aids.
- The e-learning platform must facilitate forums, chat, quizzes and glossaries: Student evaluations, online certification through appropriate options such as block-certs using blockchain, and data privacy (as students will be providing confidential personal details such as age, NID card numbers etc). In addition, resources (various types of media including photos and videos), surveys, assignments, workshops (including structured options for online teacher training and certification) etc.
- Must accommodate up to 100-500 concurrent users.
- Daily back up to separate physical device to allow restoration of previous days' site

configuration.
- Unique URL or sub-domain configuration access to the e-learning platform.
- FTP and cPanel access must be available.
- Automatic installation of software patches to address any security concerns.
- Ability to upgrade to a larger hosting account as the need arises.
- 99.9% up-time with 24/7 server monitoring.
- Develop system to monitor use of the platform and generate user analysis reports and dashboards.
- Create a Quality Assurance evaluation mechanism for the e-learning platform (QA plan for project coordination and pilot study).

3.3.3 Digitize and structure all course content approved by Maldives Polytechnic

- Provide support to Maldives Polytechnic to convert existing courses into e-learning platform suitable courses.

3.3.4 Train staff for backend administration of the e-learning platform

- Execute usability and administrative type of training for select staff of Maldives Polytechnic.
- Real time online training for the participants which should be customizable to suit the needs of Maldives Polytechnic.
- Platform maintenance training for select staff of Maldives Polytechnic.

3.3.5 Report and User Manual Development

- Provide an end of consultancy report and appropriate user manual (written manual and video tutorial) for the e-learning platform.

4. Deliverables:

- Develop work plan/schedule/inception report for the consultancy.
- Review and present open source learning management system.
- Implement the selected learning management system.
- Digitize and structure all course content approved by Maldives Polytechnic.
- Train staff for backend administration of the e-learning platform.
- Create and submit Report and User Manual Development.

5. Firm Qualification:

Applications are expected from suitably qualified firms satisfying the following two requirements:
- 3 years or more experience in development of e-learning systems.
- 3 years or more experience in management of e-learning systems.

6. Key Staff:

Applications from the suitably qualified respective firm must include minimum two key staff satisfying the following requirements:

#	Key Staff	Number Required	Qualification	Experience
1	Experts	Minimum 2	• Master's/Bachelor's Degree in Information Communications Technology, Information Systems Management, Computer Science or a related field.	• Participation in or completion of 2 or more successful e-learning platform development project or other relevant projects. • 3 years of experience in development or management of e-learning systems.
				<u>Additional experience</u> • Demonstrate experience in ICT planning, computer systems analysis and design. • Demonstrate skills in design, development and digitizing of course content for online consumption. • Experience in curriculum design and course development.

7. Institutional Arrangements, Reporting and Supervision:

The work will be carried out under the guidance and direction of Maldives Polytechnic and Ministry of Higher Education (MoHE) and the progress of the work carried out shall be reported to both Maldives Polytechnic and PMU. The consultant will work at their own workplace. However, the consultant will be required to attend all the relevant meetings arranged by the client.

8. Duration of Services:

The assignment is expected to be completed in **6 months** including non-working days.

9. Confidentiality, Ethics and Conflict of Interest:

The selected Consultant undertakes to comply with the World Bank's rules with regard to corrupt and fraudulent practices, conflict of interest and confidentially. The Consultant shall maintain confidentially on all sensitive information obtained during the assignment and shall not publish wholly or in part the findings or such information, without prior written consent by the Client. Any draft reports and other documents produced by the consultant will be discussed and cleared with the Client before their final issue.