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

Ministry of Higher Education
Republic of Maldives

TERMS OF REFERENCE AND SCOPE OF SERVICES

For

Local Individual Consultant to provide technical support to the development of TOR for Establishing an E-Learning Platform and supervision of its development process in Maldives Polytechnic

(Procurement Ref: MV-MOHE-198114-INDV)

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 is 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. Introduction

The MEERY project seeks to engage a qualified and experienced consultant to provide technical support to the Maldives Polytechnic in establishing an E-Learning Platform.

3. Objectives

Objectives for hiring a consultant to develop the Terms of Reference for the establishment of an E-Learning Platform and supervision of its development process are;

● Identify the requirements of Maldives Polytechnic to develop a well-informed TOR to hire a consultant to develop and establish an E-learning Platform in Maldives Polytechnic.
● To compare and contrast the learning platforms used by other higher education and skills development institutes in order to identify vital features for an appropriate, sustainable and efficient e-learning platform.
● To ensure that the hired party to develop an e-learning platform is provided with all the details to develop an effective and the most suitable platform for the institution.

4. Approach

This work will be in the form of a ToR for the establishment of an e-learning platform and the supervision of the actual development works. The consultant will be expected to consult with Maldives Polytechnic staff and relevant stakeholders. Material collected will be reformatted where necessary for publication.

5. Scope of Services

The establishment of an E-Learning Platform and its management are essential for viewing the sustainable growth of education through the help of ICT in key areas. This platform will enhance the connections between the polytechnic centers (campuses) across the country. It will also assist in obtaining vital information related to the institutions, teachers', and students' performances, which will aid Maldives Polytechnic to further strengthen the key areas for forecasting and improving education in all regions of the Maldives. In line with this, the consultant is expected to perform the following tasks:

Terms of Reference Development Component:

● Develop a TOR to hire a consultant to develop an E-learning Platform based on Maldives Polytechnic's requirements.
● Prepare the technical proposal of the project.
  The proposal shall include details not limited to the following:
    ● Executive Summary containing a brief description of the proposed project development approach and estimation of associated cost.
    ● Site development process
    ● Methodology to be adopted for site development
    ● Technology to be used in front end development (programming language(s) frameworks adopted, etc.)

- Data base development platform
- Assess and draft deliver methods:
- Project stages: description of the stages of the project
- Milestones: short list of project milestones
- Quality assurance: description of the product quality assurance method
- Testing: details of how the web portal will be tested: At a minimum this section must include:
  - .1 Functional testing: description of the tests conducted to ensure the agreed functionality has been delivered
  - .2 Security testing: description of the tests conducted to ensure website security, its results, and outcome
- Work Schedule including Gantt chart (both summary and detail must be included)
- Any other detail deemed important for the Technical proposal.

Supervision of development of E-Learning Platform process Component:

- Assist the Project Management Unit of MEERY with the recruitment and procurement process of the consultant to develop the platform based on the finalized ToR (this is a separate recruitment), if requested.
- Implement the project together with Maldives Polytechnic and the selected party to develop the E-learning Platform and ensure it is implemented properly.
- Assist in hosting the E-learning Platform on Polytechnic server.
- Prepare and maintain proper documentation of the E-learning Platform.
- Supervise the development process of the platform until completion for and on behalf of Maldives Polytechnic.

6. **Desired Candidates' Qualifications and Experience**

Applications are expected from suitably qualified individual consultants satisfying the following requirements.

6.1 Academic Qualifications:
- At least a Bachelor's Degree in Information Technology, Information Systems, Computer Science, or any other related Degree.

7.2 Experience
- At least 5 or more years of experience working in any ICT related field and familiarity with e-learning platforms.

7.3 Other Skills and Competencies
- Professional writing and graphic design skills would be an added advantage.
- Have competency in professional Microsoft Word, Excel and PowerPoint.
- Have a working knowledge of HTML.

7. **Expected Results**

A finalized ToR which allows for a rich and vibrant e-learning system to be developed, which is intuitive and easy to navigate and allows audience engagement to not only engage with the existing resources, but to also contribute views and exchange information.

8. Deliverables

a. A detailed TOR to hire a consultant to develop an e-learning platform
b. A comprehensive report and a presentation on how the TOR was developed.
c. Supervision and management of the development process of the actual platform until its completion and handover to Maldives Polytechnic.

9. Terms of Payment

The consultant will be hired under the project and will be paid in accordance with the agreed rate upon completion of the outputs specified in the TOR and the contract.

10. Duration of the Assignment

This consultancy is for a period of 1 month (for development of ToR) and 6 months or as agreed (supervision of the development process of platform).