**«DIGITAL CASA-KYRGYZ REPUBLIC» PROJECT**

**TERMS OF REFERENCE**

**FOR TECHNICAL COORDINATOR OF COMPONENT 2 "REGIONAL DATA CENTERS, DIGITAL PLATFORMS AND SMART SOLUTIONS"**

1. **Background**

The «Digital CASA Kyrgyz Republic» project within the context of the Digital CASA Regional Program, has as its key development objective to “increase access to more affordable internet, crowd-in private investment in the ICT sector, and improve the government’s capacity to deliver digital government services in the Kyrgyz Republic, by contributing to the development of a regionally integrated digital infrastructure and enabling environment”, which will create the foundations for the development of the digital economy in the Kyrgyz Republic. In line with the findings of the World Development Report 2016 “Digital Dividends”, the «Digital CASA Kyrgyz Republic» project is expected to lead to increased economic growth, improved employment opportunities and better service delivery by government and the private sector. The «Digital CASA Kyrgyz Republic» project will stimulate the growth of the ICT industry by providing open, equal access to high-bandwidth connectivity; achieve fiscal savings in capital and operating costs through the introduction of digital infrastructure sharing by the government; and overall lead to improved investment climate and greater participation of the private sector in the economy.

The «Digital CASA Kyrgyz Republic» project will support four key components: (i) Regional Digital Connectivity Infrastructure: promoting more affordable, high quality Internet access for citizens businesses, and government by incentivizing private sector network infrastructure development and service provision at the regional and national level; (ii) Regional Datacenters, Digital Platforms and Smart Solutions: building cloud-based shared datacenter infrastructure and platforms for the government and the private sector to securely deliver services to citizens; (iii) Enabling Environment for Digital Economy: strengthening and harmonizing the laws and regulations related to the digital economy across the region, including in the context of the EAEU, development of policies and strategies, digital leadership digital economy skills, and strategic communications; and (iv) Project Management: to support effective project activities and strong delivery of results.

The «Digital CASA Kyrgyz Republic» project will be implemented by the Project Implementation Unit (PIU) under the Ministry of Digital Development of the Kyrgyz Republic (MDD KR). The MDD KR is the implementing agency for the «Digital CASA Kyrgyz Republic» project. The MDD KR is responsible for ICT policy - including e-government, and also manages several state-owned enterprises in the field of ICT (SE “Info-systema”, SE “Transcom”, etc).

Component 2 **“Regional Datacenters, Digital Platforms, and Smart Solutions”** includes two subcomponents: 2.1. “Eurasia Cloud Regional Datacenter Network and G-Cloud” and 2.2. Digital Platforms, Shared Services, and Smart Solutions, and aimed at establishing solid technology foundations for the digital economy and digital government including regionally integrated shared datacenter infrastructure and digital platforms that can be reused at regional and national levels. The project will also support the development of a select number of innovative citizen/business-facing digital applications leveraging shared digital infrastructure, platforms, and data (including open data), to offer ‘quick-win’ smart solutions at regional and national levels.

**2. Objectives**

The main objective of this assignment is to provide professional project management and consulting services in the field of datacenter infrastructure, digital platforms and smart solutions to the MDD KR for the timely, effective efficient and results-oriented implementation of Component 2 of the Digital CASA-Kyrgyz Republic project “Regional Datacenters, Digital Platforms, and Smart Solutions”.

**3.Scope of work**

 The technical coordinator will lead the preparation and implementation of the tasks and activities of subcomponent 2.1: Eurasia Cloud Regional Datacenter Network and G-Cloud and 2.2. Digital Platforms, Shared Services, and Smart Solutions.

The technical coordinator must perform the following activities:

1. Monitor and coordinate the detailed design of the G-Cloud and Eurasia Cloud Regional Datacenter Network, digital platforms, shared services, and smart solutions and other tasks under the Component 2, including technical assistance in the development of tender documentation and support in conducting the tender process, ensuring timeliness and quality of the expected results.
2. Coordinate and supervise the implementation of subcomponents 2.1 and 2.2, development of specifications and other documentation;
3. Support the PIU in the procurement of consultants/consulting companies, including support in drafting Terms of Reference and RFPs, provide technical advice during selection processes of consultants, and support in the award, negotiation, approval, and signing of the respective contracts;
4. Support the PIU in the procurement of goods and services, and investment partners, among others, including the design and finalization of technical specifications, preparation of bidding documents, and in the bidding process, including participation in the bid evaluation, award, negotiation, approval and signing of the respective contracts with the selected vendors, service providers and partners;
5. Lead the development of specifications and other documentation for the implementation of bidding procedures, including participation in tender and expert commissions;
6. Lead the development of the necessary documentation and organization of activities aimed at the implementation of subcomponents 2.1 and 2.2;
7. Coordinate and supervise the activities of providers of consulting services, supervise, monitor, coordinate, and guide the work of the consultants to ensure timely delivery of high-quality outputs.
8. Advise and assist the management of the PIU and MDD KR on issues related to the implementation of Component 2.
9. Act as a technical partner on behalf of the MDD KR, to participate in events related to the main activities of the PIU;
10. Coordinate and supervise the activities of selected providers of non-consulting services to implement the tasks of the subcomponents;
11. Coordinate and supervise the activities of individual consultants and firms in the implementation of subcomponents 2.1 and 2.2, including, among others, feasibility study for attracting private investment for the creation of the proposed regional Eurasia Cloud datacenter network by exploring PPP and other private participation options; detailed design for establishing the G‐Cloud and digital platforms and shared services such as authentication and identity management, e‐signature, unified notification and payment platforms, interoperability, cybersecurity, and application/data‐sharing platforms; development of a selected number of quick‐win smart solutions (data‐driven services); further enhancement of the Government website, State E‐Services Portal and Open Data portal; development of a multi‐channeled, interactive and responsive citizen engagement and beneficiary feedback platform.
12. Support the periodic updating, as necessary, of project documents (Project Operations Manual, Procurement Plan, Project Action Plan, etc.);
13. Lead the development and further implementation of the project implementation plan in relation to Component 2 activities, monitor and evaluate the progress, report on the progress or delays of all the above activities, prepare inputs for M&E reports;
14. Lead the development of reports for the Government and the World Bank in relation to Component 2 activities, reflecting: (i) status of implementation, problems encountered, corrective actions needed, rationale for actions; and (ii) the results and recommendations arising from the preparatory studies, the estimated costs and timing of implementation of the project component;
15. Lead the monitoring of indicators related to Component 2 of the project;
16. Maintain and ensure communication with government agencies and private companies, donor and international organizations and coordinate joint activities related to Component 2;
17. Ensure and support interaction with the World Bank and other development partners on issues related to the implementation of Component 2;
18. Participate in meetings, workshops, conferences and other events, and economic development programs organized by the government, the World Bank and other development partners related to the implementation of the project;
19. Interact with the Expert for Digital Leadership and Strategic Communications upon request for publications and reports preparation; prepare write-ups / materials on the project component for the MDD website.

**4. Timing**

This is a full-time time-based assignment expected to commence **in March 2022**. The contract will be signed for a period of **12 months**,with a probation period of three months, during which the contract can be terminated. The contract may be extended beyond the original term subject to the Consultant’s satisfactory performance.

**5. Institutional arrangements and Reporting**

The Coordinator will work under the direct supervision and will report to the Director / Deputy Director of the PIU, the Chairman/Deputy Chairman of the MDD KR.

**6. Resources**

The MDD KR will provide working space, office equipment and communication facilities (including access to Internet), as well as any other necessary means and support in order to carry out this assignment.

**7. Qualification Requirements**

* Higher education in ICT or other equivalent fields is mandatory – 10 points;
* Experience in leadership positions for at least 5 years – 10 points;
* Excellent track record as coordinator, advisor or deputy/director level (at least 5 years) in relation to donor-funded projects and/or in governmental organizations interacting with international financial institutions. The track record shall be confirmed with three references from direct supervisor (e.g. Ministry/agency staff or the like) – 10 points;
* Experience in projects funded by international donor organizations, at least 2 projects – 10 points;
* At least 7 years of experience in ICT, as well as experience in creating data centers, organizing communication channels to them and digital platforms – 30 points;
* Excellent analytical, presentation and communication skills, including ability to convey highly technical information in a non-technical manner to high-level government officials – 10 points;
* Proven ability to review and prepare technical documentation in the English language – 5 points;
* Understanding of investment and private sector role in ICT, cloud and digital platforms development – 10 points;
* Excellent knowledge of Russian and English languages, knowledge of Kyrgyz language is an advantage – 5 points.