**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT**

**National Consultant (Android Expert) to support the 2021 Population and Housing Census in Bangladesh**

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| **TERMS OF REFERENCE (to be completed by Hiring Office)** |
| Hiring Office: | Population Planning and Research (PPR) Unit, CO Bangladesh |
| Background of the assignment | The Bangladesh Bureau of Statistics (BBS) of the Statistics and Informatics Division (SID) is the National Statistical Organization (NSO) in [Bangladesh](http://en.wikipedia.org/wiki/Bangladesh) responsible for collecting and disseminating of statistics on population, demographics, the economic, and other social indicators. Conducting of Population and Housing Census is one of the core activities of BBS. BBS will conduct the 6th decennial census of the country in 2021. Like many National Statistical Offices (NSOs) in developing countries, BBS is planning to introduce Computer-Assisted Personal Interviews (CAPI) as a data collection method in Population and Housing Census 2021. In this connection, BBS has already developed a digital data collection application and synchronized it in the android platform and piloted at the lower scale. However, in order to minimize the risk during the final operation and fixing bugs if there is any in the developed application, android specialist is essential because s/he will ensure the best possible performance, quality, and responsiveness of the application and successfully synchronize it with android platform. UNFPA Bangladesh Country Office will deploy a national consultant (IC) to the Bangladesh Bureau of Statistics (BBS) o assist the Project Director, Census Project to ensure the application’s compatibility with multiple versions of Android and device types.  |
| Purpose of consultancy: | In line with UN/UNFPA policies and guidelines, and in full harmonization with internationally established standards and recommendations for census undertaking, the consultant will provide technical support to BBS for smooth operation of the android application and fix the bugs for improving the application performance. |
| The scope of work:*(Description of services, activities, or outputs)* | Under the overall guidance of UNFPA Deputy Representative and direct supervision of the Acting Chief, Population Planning and Research (PPR) component of UNFPA Bangladesh, the consultant will carry out the following activities:* Perform upgrades and maintenance while modifying existing software to improve performance, correct errors and allow adaptation
* Store, retrieve and manipulate data to understand system capabilities and requirements
* Collaborate with programmers, systems analysts and others on projects, and gather information on project capabilities and limitations, interface and performance requirements to create optimum software
* Recommend software upgrades if necessary, and analyse software requirements and user needs to determine whether the system design is feasible and can be completed within time and budget constraints
* Coordinate software installation and monitor equipment to confirm specifications have been met
* Unit-testing code for robustness, including edge cases, usability, and general reliability
* Work with outside data sources and APIs
* Work on bug fixing and improving application performance
* Continuously discover, evaluate, and implement new technologies to maximize development efficiency
* Writing scalable, robust, testable, efficient, and easily maintainable code;
* Performs any other duties as assigned;
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| Duration and working schedule: | Five months starting from 1 August 2021 to 31 December 2021. |
| Place where services are to be delivered: | The consultant will be based at BBS. UNFPA/CO, in accordance with UNFPA contract procedures, will issue an Individual Consultant (IC) contract. UNFPA will pay consulting fees following UNFPA's procedures and standard fee schedule, subject to final consultations with the expert.  |
| Monitoring and progress control, including reporting requirements, periodicity format and deadline: | The consultant shall maintain close contact with the Project Director, Population and Housing Census 2021 and Stat4Dev project with BBS. S/he will be provided with working space in the BBS office at Parishankhyan Bhaban, Agargaon. The consultant will bring/use her/his own laptop computer or BBS will arrange it for the use by the consultant. |
| Supervisory arrangements:  | The consultant will administratively report directly to the Acting Unit Chief – PPR, UNFPA and programmatically will be reporting to the Project Director, Census project, BBS. |
| Expected travel: | NA |
| Required expertise, qualifications and competencies, including language requirements: | Consultants will be expected to have qualifications and competency appropriate to the requirements of government, donor and United Nations standards of analysis and presentation. * 04 (Four) Years Bachelor or Master’s degree in IT/CS/CSE/CST etc. from any reputed Universities. In case of proven experience with Android, education requirement can be relaxed. Advanced academic/professional qualifications in relevant field from recognized institutes will be added Preference
* At least 03 years of working experience with Android
* Familiar with development, program testing and database management system software
* Proficient with application and computer servers
* Experience working with remote data via REST and JSON
* Strong communication and interpersonal skills
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| Inputs/services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable: | The consultant will have the possibility to organize regular meetings with the UNFPA management and if necessary, with other relevant stakeholders.  |
| Payment Instruction:  | The payment for the work of the consultant will be made in accordance with the UNFPA policy and pay scale based on monthly time sheet.  |
| Level of the Consultant:  | To be determined by the level of the selected candidates qualification and experience in line with the IC policy. |
| COA | BGD09D4D- PROCU12PBBSFPA-FPA90-60500-PU0074 |
| Other relevant information or special conditions, if any: | The UNFPA Bangladesh, in accordance with UNFPA contract procedures, will issue an Individual Consultant (IC) contract and will pay consulting fees in accordance with UNFPA's procedures and standard fee schedule based on monthly time sheet. |
| **Application instruction:**Applicants with the required qualifications and experience stated above (required expertise, qualifications and competencies, including language requirements) should submit a copy of curriculum vitae (CV) with a cover letter.Please send your application electronically to dedicated email addresses of: **marahman@unfpa.org,**Note: Only those candidates who meet all qualifications and experience will be contacted for further consideration.Female candidates are encouraged to apply.The application deadline is **15 July 2021.** |
| Signature of Requesting Officer in Hiring Office: C:\Users\Saiful Islam\Desktop\Signature Mahboob.PNG**Mahboob E Alam**, Acting Chief, PPR Date: 05 July 2021 |
| Signature of Approving Manager in Hiring Office: **Eiko Narita (PhD)**, Officer-In-Charge, UNFPA BangladeshDate: 6 Jul 2021 |