PUNJAB SAFE CITIES AUTHORITY
PSCA Headquarters, Qurban Lines Lahore, Pakistan.

042-99 05 16 05-8   042-99203026
042-111-11-77-22   www.psca.gop.pk

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TERMS OF REFERENCE

INDIVIDUAL CONSULTANCY SERVICES
"CHIEF TECHNOLOGY OFFICER"

Punjab Safe Cities Authority (PSCA), established under Punjab Safe Cities Act 2016, ensures establishment, development and maintenance of an Integrated Command, Control, and Communication system for Police in major cities of the province for public safety. The Safe City is a concept for returning security and quality of life to today's complex cities through the use of technology, infrastructure, personnel and processes.

2.   PSCA intends to hire Individual Consultant as 'Chief Technology Officer' on the basis of qualification and experience in accordance with provisions of the Punjab Procurement Rules, 2014 for Large Consultancy.

3.   Interested Individual Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

4.   Interested individuals may submit their Expression of Interests (EOIs)/application along with the copy of CV, educational documents, experience certificate, CNIC, passport size photograph (signed & stamped) in sealed envelope through courier or by hand/in person. Only shortlisted candidates will be issued Request for Proposal (RFP) and may be called for an interview. The EOIs must reach the office of Punjab Safe Cities Authority on or before 09-05-2022 till 1200 hours. The received EOIs shall be opened on the same date at 1230 hours.

5.   For obtaining any further information or clarifications, please feel free to contact during office hours 10:00 to 16:00 (Monday to Friday) at cons.services@psca.gop.pk, Tel: (+92) (42) (99051605-7).

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PSCA
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PROCURING OF INDIVIDUAL CONSULTANT UNDER LONG TERM CONSULTANCY FOR PROVISION OF TECHNICAL CONSULTANCY AS PER LAID DOWN CRITERIA

Sr. No.	Name of Individual Consultancy	Qualification	Experience
01	Individual Consultant- Chief Technology Officer	▪ Minimum of sixteen (16) years education in Computer Sciences/ Engineering/ Big Data/ Information Technology or equivalent degree. ▪ Candidates having foreign degree will be given preference.	• At-least ten (10) Years working experience in the field of Computer Science/IT, out of which at least three (03) years of experience of heading IT Department of an organization of significance size & importance in private or public organization. • Must have at least one (01) years' experience of heading a Big Data Centre or department in Private or public sector. • Must have at least two (02) years' experience of heading IT Projects in capacity of Project Manager/ Senior Manager/Project Director.

1. **OBJECTIVE OF THE ASSIGNMENT**

The selected Individual Consultant will provide services pertaining to technical, system administration matters and Software Development. The consultant is required to lead all IT related projects of the PSCA. He is required to deliver, lead and manage the software according to the needs of the organization. Moreover, the consultant is required to define a software development process, implement it and keep refining the same for each project of PSCA. He must ensure maintenance of the technology standards and best practices suitable for organization's applications and requirements.

2. **SCOPE OF SERVICE**

The Individual Consultant (Technology Consultant) shall be responsible for the following tasks:

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- Develop and deliver a strategic technological vision and direction for the organization
- Lead Software Development according to the needs of the organization
- Communicate and work effectively with the management
- Effective Team building
- Effective team utilization; implementing mechanisms to monitor, manage and provide progress on all software development activities
- Identify and implement technology trends
- Ensure maintenance of the technology standards and best practices
- Research the external environment, case studies and leading-edge technologies and where appropriate identify and recommend external partners for the delivery of best in class technologies suitable for organization's applications and requirements
- Lead all IT related projects of the company and ensures timely delivery at maximum profit and minimum resource utilization.
- Supervise, Designing, provisioning and managing big data infrastructure according to the needs of the PPIC3 organization
- Working with colleagues in engineering, database administration, applications, networking and user support teams to ensure the secure and reliable operation of the data infrastructure according to relevant standards and service levels
- Leading, planning and conducting data analysis to create insights of value to the organization
- Coaching others in use of the infrastructure
- Monitoring performance through available dashboards and deriving value from different data sources.
- Supporting the procurement of additional data services as and when required by the PPIC3 center
- Lead team to process unstructured data into a form suitable for analysis – and then do the analysis.
- Lead team to monitor performance and advising any necessary infrastructure changes
- Developing policies to maintain the confidentiality of sensitive data.

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- Performing other tasks as directed by the senior management.

- Consultant shall be available full time in PSCA office and follow all the SOPs or policies of the office during whole period of his consultancy services.

- Supervising the designing and implementation of "supply, installation, testing, commissioning, training, maintenance & support of citywide command and control systems" through experts

- Ensuring the establishment of all the services related to Punjab Police Integrated Command, Control and Communication Centres (PPIC3) of different cities in the form of Video surveillance, Integrated data & voice communication platform for telephone and radio communications, Traffic management (ANPR, ITMS, E-Ticketing, VMS etc.), Call Centre, Response management through dispatch system GPS-enabled vehicles, Automatic Vehicle Location System, Data centre and disaster recovery centre, Networking for provision of redundant connectivity links

- Ensuring that during the establishment of the IC3 Centres, provisions are made to make it possible for the Centre to have appropriate data, information and information systems to support its operations and deliver services

- Ensuring the provision of technical capability to provide support and maintenance for all the IC3 technologies

- Working with the technical staff and consultants to ensure that The Network Operation Centre (NOC) is providing a centralized, enterprise-wide service to manage the IT systems deployed at the IC3 and across the PP

- Reporting any violation of SOPs/Rules/Laws to Chief Operating Officer and activate accountability mechanism

3. ELIGIBILITY REQUIREMENT

3.1. Qualification:

Minimum of sixteen (16) years education in Computer Sciences/ Engineering/ Big Data/ Information Technology or equivalent degree. Candidates having foreign degree will be given preference.

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3.2. Experience:

- At-least ten (10) Years working experience in the field of Computer Science/IT, out of which at least three (03) years of experience of heading IT Department of an organization of significance size & importance in private or public organization.

- Must have at least one (01) years' experience of heading a Big Data Centre or department in Private or public sector.

- Must have at least two (02) years' experience of heading IT Projects in capacity of Project Manager/ Senior Manager/Project Director

4. TIME PERIOD

The period of the consultancy may be for a period upto one (01) year in accordance with the provisions of PPR-14.

5. REQUEST FOR PROPOSAL (RFP)

Only the Shortlisted candidates will be asked for the Request for Proposal (RFP).