

EXPRESSION OF INTEREST

HIRING OF INDIVIDUAL SHORT TERM CONSULTANT

Punjab Safe Cities Authority (PSCA) invites applications from qualified and experienced professionals as individual consultant for the following area on short-term consultancy basis:

Sr. No.	Name of Individual Consultancy	Qualification	Experience
01	Oracle Database Administrator (Oracle-DBA)"	Minimum of sixteen years of education or Master's degree in Computer Science/Software Engineering/Information Technology or related field from a local or international HEC recognized university.	<p>Six years' experience of working in Oracle database administration in public or private sector, and having expertise in following:</p> <ul style="list-style-type: none"> • Real Application Clusters (RAC) clustering • Automatic Storage Management (ASM) • Backup and Disaster Recovery • Real Time Replication and Load Balancing

Interested individuals may submit their application along with the copy of CV, educational documents, experience certificates, CNIC and passport size photograph latest by 21-09-2022 till 11:00 hours, through email, courier or by hand. Only shortlisted candidates will be called for an interview. The Remuneration will be offered on the basis of qualification and experience. The said Consultant will be selected in accordance with the provisions of Punjab Procurement Rules 2014 for short term consultancy. The detailed ToRs are attached as Annexure.

For submission of applications or obtaining any information, please feel free to contact at cons.services@pscagov.pk, Contact: (+92) (42) (99051605-7) Website: www.pscagov.pk

Mention the Name of the Consultancy in subject line/on outer Envelope. The CV/application will not be considered otherwise.

**CHIEF LAW & PROCUREMENT OFFICER,
PUNJAB SAFE CITIES AUTHORITY,
PPIC3 Center, Qurban Police Lines,
Lahore**

Annex-A

**TERMS OF REFERENCE
INDIVIDUAL CONSULTANT
“Oracle Database Administrator (Oracle-DBA)”**

1. BACKGROUND

The 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 (PPIC3) 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. In order to realize the vision of developing safe cities in the province, PPIC3 Centre has been developed for Punjab Police in the city of Lahore and other centers are being established in other larger cities of the province.

2. OBJECTIVE/PURPOSE OF THE ASSIGNMENT

The selected Individual Consultant will provide services for maintaining the existing Oracle databases, migrate existing databases and develop new databases according to requirements of different units. The consultant will have to work with stakeholders throughout the organization in order to identify opportunities and to drive business solutions, thereby bring optimization and improvement in police operational strategies.

3. SCOPE OF SERVICE

- Assess database performance.
- Prepare and document database design based on requirements by end user.
- Expert in Performance Tuning, Golden Gate administration, Real Application Clusters (RAC) clustering, Automatic Storage Management (ASM), Database & Application Server, Disaster Recovery using DataGuard, Backup and Recovery.
- Expert in High Availability, Real Time Replication and Load Balancing.
- Administer and troubleshoot complex Oracle database systems.
- Implement security measures for computer or information systems.
- Update computer database information.
- Create new Oracle databases.
- Maintain existing Oracle databases.

- Migrating existing Oracle databases.
- Set database parameters or specifications.
- Write computer programming code.
- Develop guidelines for system implementation.
- Develop performance metrics or standards related to information technology.
- Coordinate project activities with other personnel or departments.
- Read documents to gather technical information.
- Estimate time or monetary resources needed to complete projects.
- Train others in computer interface or software use.
- Coordinate software or hardware installation.
- Develop detailed project plans.
- Analyze data to identify trends or relationships among variables.
- Analyze market or customer related data.
- Develop models of information or communications systems.
- Installing and maintaining the Oracle database software.
- Creating storage database structures with high-level security features.
- Altering storage structures to meet the evolving needs of the company.
- Setting up database user accounts.
- Training users on how to access the information in the database.
- Finding and debugging malfunctioning programs affecting the database integrity.
- Prepare and document database design based on requirements by end user.
- Creating autonomous database backups.
- Regularly updating the database security protocols.
- Ensuring that no unauthorized access to the databases is made by any internal user or externally.
- Any other task assigned by the Higher Management.

5. PROFILE OF CONSULTANT

The Consultant will be assigned from the list of shortlisted consultants fulfilling the minimum qualifications and experience requirements. Minimum of sixteen years of education or Master's degree in Computer Science/Software Engineering/Information Technology or related field from a local or

international HEC recognized university.

Six years' experience of working in Oracle database administration in public or private sector, and having expertise in following:

- Real Application Clusters (RAC) clustering
- Automatic Storage Management (ASM)
- Backup and Disaster Recovery
- Real Time Replication and Load Balancing

6. EXPECTED DELIVERABLES

A monthly progress report on Consultants work would be prepared and submitted, including tasks listed under "Scope of Services", above.

7. TIME PERIOD

The Consultant will be engaged for the period as decided by the competent authority.

8. PAYMENT TO THE CONSULTANT

The payment to the Consultant will be made on a monthly basis upon submission of claim based on the services/ deliverables by the end of each month.