

**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT / FIRM**

Technical Expert for Web-Based Database of Violence against Women Center (VAWC), Multan, Punjab	
<p><b>Purpose of consultancy:</b></p>	<p>Violence against women remains a pervasive issue in Pakistan, with deep-rooted societal challenges contributing to its prevalence. Pakistan has grappled with the need for comprehensive measures to address this issue, recognizing the significance of safeguarding the rights and well-being of women. The country has faced persistent challenges related to violence against women, encompassing various forms such as domestic abuse, honor killings, intimate partner violence, and harassment. Sociocultural factors, coupled with gaps in legal frameworks and law enforcement, have contributed to the perpetuation of such violence. Recognizing the urgency of addressing this issue, legislative measures have been undertaken, including the Punjab Protection of Violence against Women (Amended) Act 2022.</p> <p>Rozan in collaboration with UNFPA is supporting VAWC in developing a centralized database, which will play a crucial role in service delivery by managing and responding to GBV cases effectively. The comprehensive assessment conducted by Rozan aims to enhance the capabilities of VAWC Multan by addressing gaps in manual processes and service standards. The database will play a pivotal role in aligning services with the specific needs of survivors. It will facilitate streamlined case management, referral mechanisms, information and data security, team management, and psychosocial support, ultimately contributing to the center’s ability to provide survivors the psychosocial support, protection, and equity they rightfully deserve. The collaboration between stakeholders underscores a shared commitment to improving the response to gender-based violence and ensuring the well-being and safety of survivors.</p>
<p><b>Scope of work:</b></p> <p><i>(Description of services, activities, or outputs)</i></p>	<p><b>RESPONSIBILITY OF THE CONSULTANT:</b></p> <ul style="list-style-type: none"> <li>• Design and update the designed web portal, as per the international standards of GBVIMS.</li> <li>• Development and design of the Admin Panel for the GBV database developed for VAWC Multan as guided by the Rozan and VAWC IT Team.</li> <li>• Designing separate and easily accessible dashboards for the Secretariat, Directorate, and PWPA.</li> <li>• Purchase of SQL server for an effective and secure implementation of the developed databases.</li> </ul>

	<ul style="list-style-type: none"> <li>• Incorporate changes and feedback shared by the VAWC manager once data starts uploading.</li> <li>• Incorporate all the technical input suggested by the VAWC IT Team in the interface.</li> <li>• Activate different user accounts with designated authorizations for the web portal.</li> <li>• Ensure that multiple users can access the track sheet simultaneously.</li> <li>• Ensure that the database forms (separately and consolidated) can easily be exported to PDF.</li> <li>• Only the VAWC Manager and the IT Officer of VAWC have access to make changes in the data uploaded by the staff/IT specialist.</li> <li>• One section for proposals submitted with segregation &amp; auto-generation of achieved projects.</li> <li>• User manuals and reporting modules are accurately in place as directed by the VAWC IT Team.</li> <li>• Briefly present the developed database to the Senior and relevant Government officials with the support of the Program manager at Rozan.</li> <li>• On-the-job training of VAWC staff to operate the portal.</li> <li>• Support VAWC focal points for the data entry</li> <li>• Submission of bi-monthly reports/updates on the progress of the GBV Database to the Program Manager</li> <li>• 3 months of free after-services in case of any issue.</li> </ul>	
<p><b>Duration and working schedule:</b></p>	<p><b>Deliverables</b></p>	<p><b>Payment Schedule Deliverable based</b></p>
	<ul style="list-style-type: none"> <li>• Detailed Work Plan within 2 days of the signing of the Contract.</li> <li>• Meetings with VAWC, UNFPA and Rozan</li> <li>• Comprehensive Meeting minutes</li> <li>• Designing the Web Portal for the GBV Database</li> </ul>	<p>30%</p>
	<ul style="list-style-type: none"> <li>• Provide tools for better-friendly use of software</li> <li>• Designing the dashboard as per the forms developed by Rozan</li> </ul>	<p>30%</p>
	<ul style="list-style-type: none"> <li>• Finalization of the Dashboard, Admin Panel and Reporting Module</li> <li>• Validation and development of the roadmap of database.</li> <li>• User manuals and reporting modules are accurately in place and developed</li> </ul>	<p>40%</p>

	<ul style="list-style-type: none"> <li>• Activate different user accounts with designated authorizations for the web portal.</li> </ul>	
<p><b>Required expertise, qualifications and competencies, including language requirements:</b></p>	<p><b>Qualification and Experience:</b></p> <ul style="list-style-type: none"> <li>• University degree in Statistics, Web development, data management social work or any other social sciences-related degree with extensive experience of working with GBV survivors, case management and psychosocial support;</li> <li>• At least 10 years of practical experience in web development, preferably in a consultancy role or within a company.</li> <li>• Demonstrated experience in designing, developing, and deploying web applications across different platforms.</li> <li>• Strong problem-solving skills and the ability to troubleshoot and debug issues.</li> <li>• Experience in client communication, understanding client requirements, and translating them into technical solutions.</li> <li>• Proficiency in web development languages such as HTML, CSS, JavaScript, and various frameworks (like React, Angular).</li> <li>• Understanding of server-side languages (like Python, Ruby, PHP) and databases (SQL, NoSQL).</li> <li>• Familiarity with web development tools, version control systems (like Git), and web development environments.</li> <li>• Knowledge of responsive design principles and experience with front-end and back-end development.</li> <li>• Ability to work effectively with minimal supervision;</li> <li>• Ability to complete tasks within a set time frame; and</li> <li>• Strong work ethics and commitment to principles of inclusiveness.</li> </ul>	