

**The Republic of the Union of Myanmar**

**Request for Expression of Interest**

**Consultancy Services**

**Assignment Title: IT Technician**

**(For Myanmar Nationals Only)**

**Reference No. (C-34):**

**1. Background**

The Extractive Industries Transparency Initiative (EITI) is a global standard to promote an open and accountable management of natural resources. It seeks to strengthen government and company systems, inform public debates and enhance trust. In each implementing country it is supported by a coalition of governments, companies and civil society organizations working together.

Myanmar initiated its EITI engagement in 2012 and successfully published its first EITI report in January 2016. In February 2017, the Ministry of Planning and Finance signed a Grant Agreement with the World Bank for 3.5 Million US Dollars, to support the implementation of the MEITI Work Plan through March 2021.

The National Coordination Secretariat (NCS) was responsible for overseeing the effective implementation of the MEITI Work Plan, including coordination among MEITI Stakeholders, the provision of technical services related to EITI requirements and the oil, gas, mining and forestry sectors, communications, training and administration and logistics. In parallel, the MEITI Office Budget Department within the MOPFI structure (MOBD) is responsible for ensuring that EITI implementation is performed in compliance with financial management, procurement and legal requirements of the Government of the Union of Myanmar and the World Bank.

The MOU between RI and MOBD expired at the end of September 2020. Following a 3-month transition from October to December, MOBD will be the lead implementing agency of EITI from January 2021. Thus MOBD is seeking an IT Technician who will work with the MOBD office in order to provide technical support to the MSG.

**2. Objective**

The objective of the assignment is to support MOBD staff with preparation of IEC materials, MEITI website maintenance, and the MEITI database establishment; and to perform data management and analysis services required to fulfil EITI 2019 Standard 7.2 on Data Accessibility.

**3. Scope of Work**

The IT Technician will provide the following services and tasks laid out in Section 3 of the Terms of Reference;;

- Provision of advice and technical support to the MOBD team related to IT, data management, graphic design of EITI documents, infographics and interactive online tools which are adapted to existing MEITI Data Portal to present the data;
- Provide support in coordinating with relevant agencies to implement the MSG's plans for mainstreaming.

The consultancy period will be three months from the period of January 2021 to March 2021, with the possibility of extension.

The position will be based in Nay Pyi Taw/ in Yangon with frequent travel to Yangon/ Nay Pyi Taw.

#### **4. Shortlisting Criteria**

The shortlisting criteria are –

- A minimum of 3 year's of experience in database development and archiving, including use of web-enabled platforms and common statistical analysis tools;
- Hold a degree and/or certificate in an IT related field;
- Good knowledge of identifying and resolving issues regarding software, hardware, and operating systems;
- Experience in designing and building data portals and building interactive data visualization;
- Sufficient language skill in written and spoken Myanmar and English;
- Must have good interpersonal skills and ability to work with a team as well as independently;
- Should be organized, systematic and dynamic;
- Experience in training and knowledge on extractive industries in Myanmar and EITI will be an asset.

The Ministry of Planning, Finance and Industry, the Republic of the Union of Myanmar now invites consultants to indicate their interest in providing the services described above. Consultants should provide information indicating that they are qualified to perform the services in a CV and a cover letter. Please note that the total size of all attachments should be less than 5MB and less than 10 pages. Expressions of Interest should be submitted, in English, electronically [meitioffice.mopf@myanmareiti.org](mailto:meitioffice.mopf@myanmareiti.org) not later than 28 December 2020.

#### **For further inquiry:**

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