

**Terms of Reference  
For  
Selection of Individual Consultant**

<b>Job #</b>	N/A
<b>Job Title</b>	<b>Consultant (Emerging Technology)</b>
<b>No of Positions</b>	<b>1</b>
<b>Location</b>	Dhaka, Bangladesh
<b>Appointment</b>	Local Hire
<b>Job Posted</b>	TBA
<b>Closing Date</b>	TBA
<b>Language</b>	Bangla [Essential]; English [Essential]
<b>Appointment Type</b>	Time-Based. Duration: 9 months (Subject to the project's validity period and date of joining. Further extension is subject to the performance of the incumbent and availability of fund)

**Background of the Project:**

The Aspire to Innovate (a2i) Programme builds on the Government of Bangladesh's efforts to introduce a citizen-centric culture of innovation in civil service to improve service delivery and make services more inclusive, affordable, reliable and easier to access. This project will provide support to establish institutional mechanisms and improve accountability to accelerate SDG achievements in Bangladesh.

This project will have three components:

1. Institutionalizing Public Service Innovation and Improving Accountability
2. Catalyzing Digital Financial Services and Fintech Innovations
3. Incubating Private Sector-enabled Public Service Innovation

**Background of the assignment:**

Bangladesh has propelled itself to the forefront of digital advancement in public services, achieving notable progress. Through innovative approaches centered around citizen-focused service delivery, the nation has rapidly embraced digital transformation.

eServices solutions/platforms represents a transformative initiative in digitizing government services, and the consultant role is to generate public value in areas of "anticipation and planning", "delivery", and "evaluation and monitoring". To make this technology driven culture successful it is essential to make some long-term goals by preparing Strategic Plans, Architectures and adopt the emerging technology to design and develop the systems.

'Aspire to Innovate (a2i) Programme' is looking for a **Consultant (Emerging Technology)** who will play a pivotal role in addressing the challenges of emerging technologies and will identify threat, vulnerabilities and risks with concrete observations of different systems.

**Objectives of the assignment:**

The overall objective of the assignment will be the following:

- Research and analyze about emerging technologies such as blockchain, AI, IoT, ML which can be incorporated with existing digital service delivery platforms.
- Analyze the market trend and conduct gap analysis of local talent in relevant fields.
- Create a plan to develop emerging technology focused human resources and infrastructure with potential to create values in government's objectives and goals.

 

- Sensitize the policy makers about the emerging technologies.
- Promote G2B partnership to implement cutting edge technologies in Government service delivery and vice versa.

### **Supervision and Performance Evaluation:**

The **Consultant (Emerging Technology)** will be working with the Technology team of Aspire to Innovate Programme. A performance evaluation will be conducted by Project Authority, a2i. After the contract period and further continuation of the contract will depend upon the satisfactory performance and availability of funds.

### **Scope of work, Duties and Responsibilities:**

- Research and create analyze of technologies which are characterized by radical novelty (in application even if not in origins), relatively fast growth, coherence, prominent impact, and uncertainty and ambiguity.
- Analyze the market trend of technology with potential to create values in government's objectives and goals.
- Grow expertise in futuristic view of the technology world, trend and buzz, how the future will look like in the future and the impact on everyday life.
- Example of such technology are (not limited to) – Block chain, AI cryptography, integration middle wares etc.
- Implement the new technology strategy to enhance the learner experience.
- Undertake the execution of Emerging Technologies project plans to deliver on innovative teaching and learning initiatives, ideation and improvement projects.
- Ensure quality assurance and compliance obligations through the implementation of process improvements, within project scope, to maintain rigor and excellence in emerging technologies project activity outcomes.
- Elicit and consolidate information from stakeholders and industry to inform project activities ensuring alignment with strategic business objectives and future workforce needs.
- Collaborate with other business units on the development of innovative ideas, processes and practices that will improve student outcomes.
- Work with the Line Manager to develop and review meaningful performance management and development plans.
- Develop and support a framework for emerging technology assessment and prioritization.
- Rapidly develop new technologies solutions, applications of technologies and methods to assess the potential for adoption across the enterprise.
- Engage with business units and technology teams to gain support of opportunities to leverage emerging technologies, including assessing and quantifying the potential benefits, and partnering to realize the benefits.

### **Technical Competencies**

- Ability to conduct in-depth research on emerging technologies such as Blockchain, AI, IoT, and ML for integration with government services.
- Expertise in analyzing market trends and identifying skill gaps in the local workforce to support emerging technology adoption.
- Understanding of infrastructure requirements for implementing new technologies in digital service platforms.

- Experience with integration middleware and strategies for incorporating emerging technologies into existing systems.
- Knowledge of AI cryptography, blockchain security, and data protection mechanisms to ensure secure digital transformation.
- Skills in planning, executing, and managing emerging technology projects in alignment with government strategies.
- Understanding of policies and regulations governing emerging technologies, data privacy, and security in government services.
- Ability to evaluate and prioritize emerging technologies based on their feasibility, impact, and alignment with government objectives.
- Expertise in fostering Government-to-Business (G2B) partnerships for integrating emerging technologies into public services.
- Capability to anticipate future technological advancements and develop strategic implementation plans for digital transformation.

### Functional Competencies

- Ability to develop forward-thinking strategies to incorporate emerging technologies into public service delivery.
- Skills in engaging policymakers, industry leaders, and government agencies to promote technology-driven initiatives.
- Ability to work with technology teams, business units, and external stakeholders for successful technology adoption.
- Strong analytical skills to assess challenges and implement effective solutions in emerging technology adoption.
- Experience in designing and executing workforce development programs focused on emerging technologies.
  - Proficiency in tracking technology implementation progress and assessing its impact on government service delivery.
  - Ability to identify risks associated with emerging technologies and implement measures to mitigate potential challenges.
  - Readiness to quickly adapt to evolving technological landscapes and respond proactively to new opportunities.
  - Strong skills in documenting and sharing insights, research findings, and best practices on emerging technologies.
  - Ability to communicate complex technical concepts to non-technical stakeholders and policymakers to drive adoption and implementation.

### Deliverables and Timeframe:

The assignment will be for 9 months (Subject to the project's validity period and date of joining). Completed task under each area and activity will be as follows:

Deliverables	Timeline
<ul style="list-style-type: none"> <li>• Submitted a report of Inception by analyzing the Stakeholders and scopes of work</li> <li>• Performed R&amp;D on Blockchain, Web3, Big Data, AI/AI Chatbot, Machine Learning</li> </ul>	9 Months (Subject to the



<ul style="list-style-type: none"> <li>• Developed prototypes or proof of concepts and help to develop these into full-service offerings</li> <li>• Knowledge transfer within the team and as well as a2i colleague on emerging technology</li> <li>• Organized Workshop with Stakeholders and Submitted a report on Workshop Outcomes with emerging technology status and scope of the implemented services.</li> <li>• Submitted a report on the implemented Services and Guidelines.</li> </ul>	project's validity period.)
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The incumbent will perform other related duties and responsibilities as and when required and assigned by the Project Authority. The incumbent should function as an effective team member.

Payment: The Consultant will be paid equal instalments on monthly basis upon completion of the above deliverables.

**Requirements for Experience and Qualifications:**

**I. Academic Qualifications:**

- Minimum Bachelor's degree in Computer Science/CSE or relevant technical/ engineering discipline from any reputed public/private University.

**II. Experience:**

- At least 8 years' work experience in national/international organization.
- At least 2 years' experience of working with emerging technologies.



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