**Terms of Reference for**

**Senior Consultant for the development of geographic information systems of the Ministry for Development of Communities and Territories of Ukraine**

**1. Background**

EU Anti-corruption Initiative (EUACI) is the largest European Union support programme in the area of anti-corruption in Ukraine, co-funded and implemented by the Ministry of Foreign Affairs in Denmark on behalf of the EU.

Supporting anti-corruption efforts in Ukraine is a high political priority for the European Union and Denmark. By combating corruption, the EU contributes to the consolidation of democracy and economic growth of Ukraine, as well as the successful approximation of Ukraine with the EU.

To support the Ukrainian government's efforts in effectively managing reconstruction and post-war recovery while ensuring transparency and integrity, the EUACI has engaged with the Ministry for Development of Communities and Territories of Ukraine (the Ministry) through the Integrity Support Group – a team of long-term and short-term experts providing expertise for key tasks. In March 2024, the EUACI and the Ministry signed an updated Memorandum of Cooperation, which included the development and implementation of the Unified Geo-Information System for Monitoring and Evaluating the Development of Regions and Territorial Communities (hereinafter – GIS) as one of its directions.

In accordance with the Law “On the Basics of State Regional Policy” and Cabinet of Ministers Resolution No. 522 dated May 23, 2023, the Ministry has the authority to develop and implement a unified geo-information system for regional development. As the primary IT system for government and municipal-level recovery planning, economic growth monitoring, and regional development, the GIS is set to be launched soon. However, expert advisory support is required to ensure its proper implementation and smooth transfer to the Ministry’s ownership. Due to recent legislative updates, the GIS administrator has been changed from the Agency for Restoration to the State Enterprise "Reintegration and Restoration."

EUACI's received a request from the Ministry for the support in providing the services of external advisor to bolster the Ministry's ongoing efforts in the effective implementation of the GIS for regional development and recovery and further development of the system.

**2. Objective**

To assist the Ministry by providing expertise for implementation and running the Unified Geographic Information System for monitoring and evaluating the development of regions and territorial communities and further development of geographic information systems.

**3. Scope of work and expected deliverables**

The consultant will need to fulfill the following tasks:

* Supporting the deployment of the GIS within the Ministry’s environment and assisting the technical administrator.
* Identifying and fixing errors, bugs, and functional defects in the GIS.
* Organizing the GIS implementation team at both the national and regional levels.
* Supporting the organization of public events for the presentation of the GIS.
* Providing expert advice and coordinating meetings with software developers.
* Managing external communication with donors and stakeholders to secure funding for future GIS developments.

**Expected deliverables**

* The GIS has been deployed on the server facilities of the system’s technical administrator, the State Enterprise "Reintegration and Restoration."
* A report listing errors and functional defects has been prepared and submitted to the GIS developer for resolution.
* The Terms of Reference for the GIS implementation team have been prepared.
* A proposal has been submitted to a donor organization (development partner) for further support of the GIS implementation team at the national and regional levels.
* A public event has been organized to present the full functionality of the GIS at the national level for an international audience and Ukrainian regional teams.
* Test data uploaded and verified

**4. Timeline**

The intended commencement date is the date of signature of the contract with the consultant (April 2025) and the period of implementation of the contract will be till the end of July 2025 with a duration of maximum of **up to 60 working days.**

The work of consultant is expected to work in Kyiv, at the premises of the Ministry and remotely.

**5. Professional Requirements**

• Master’s degree in in economics, geography or other fields related to data analysis; or other related discipline.

• Experience in developing information and analytical systems at the local level.

• Minimum 5 years of relevant work experience of cooperating with public authorities of Ukraine on national and/or regional levels.

• Minimum 5 years of experience of work with relevant data analysis tools.

• Experience of advice to the international technical assistance projects and/or public authorities on the creation of evidence-based decision-making tools.

• Fluency in Ukrainian and basic English.

**6. Monitoring and evaluation**

Definition of indicators

The performance of the contractor will be judged upon reaching the purpose of this contract as well as obtaining its results, as indicated in the sections "Objective" and "Expected Deliverables" herein respectively. Moreover, the performance of the contractors will be judged upon successful implementation of all the specific activities indicated above.

Special requirements

By signing the contract, the contractor agrees to hold in trust and confidence any information or documents ("confidential information"), disclosed to the contractors or discovered by the contractors or prepared by the contractors in the course of or as a result of the implementation of the contract, and agrees that it shall be used only for the purposes of the contract implementation and shall not be disclosed to any third party.

The contractor reports to the EUACI. The contractor shall be briefed prior to starting with the assignment. The contractor shall de-brief the EUACI prior to finalizing the assignment.

The contractor shall immediately inform the EUACI after 75% use of the overall foreseen working days under this contract.

**7. How to apply**

The qualifying candidates should submit the following information:

1) Consultant’s CV indicating experience and work in similar projects;

2) Budget for the services in EUR, inclusive of all taxes or other such charges with calculation of general budget for 60 working days and daily rate.

The maximum budget available for this assignment is up to **10 000 EUR.**

The deadline for submitting the proposals is 2 April 2025, 18:00 Kyiv time.

The proposals shall be submitted within the above deadline to [euaci@um.dk](mailto:euaci@um.dk) and d.yakymchuk@gmail.com, indicating the subject line “**Senior GIS Consultant** ”.

To ensure your documents were successfully received, please check that you receive an auto-reply from our system.

Bidding language: English

Any clarification questions for the bid request should be addressed dmyiak@um.dk, no later than 26 March 2025, 18:00 Kyiv time.

**8. Evaluation criteria**

Bids will be evaluated under the criteria provided below:

1. Experience, skills and competencies;
2. Proposed budget.