

RASTA Competitive Grants Program for Policy-oriented Research

Pakistan Institute of Development Economics (PIDE), Islamabad

OPPORTUNITIES AT RASTA, PIDE ISLAMABAD

Terms of References

I. LOCAL PARTNERS (Research Teams)

The RASTA requires services of qualified and experienced 'Local Partners' (Research Teams) for its projects under the Demand Driven Research (DDR) programme:

- a) PIDE Citypedia
- b) Sludge: The Cost of Bureaucracy
- c) Development Atlas of Pakistan

Local Partners (LPs) will be required to conduct document analysis, collect the primary/secondary data, conduct limited number of in-depth interviews/focus group discussions, complete the analysis and submit the report to PIDE-RASTA within the agreed timeframe and as per the TORs. This is an assignment-based opportunity. The contract period of for each assignment will be 90 days. The deliverables include two reports: an Interim Report to be submitted at the mid-term stage (45 Days), and a final report to be submitted before the completion of the project time period (90 Days).

The total agreed amount will be released to the LP Team Lead in two instalments as per the following schedule subject to the fulfilment of all formalities:

- a) First instalment (50%): At the time of start, upon submission of the signed contract and fulfilment of other formalities as per RASTA Budget Guidelines.
- b) Second instalment (50%): After the submission of final report and data for repository. The instalment will be released after the satisfactory evaluation by the PIDE Research Team and RASTA M&E Desk.

All secondary data sources will be properly cited, and complete references will be included in the reports. The RASTA-PIDE will have all rights of the data collected and reports. The names of the Local Partners will be acknowledged inside the final reports. It is important that LPs should belong to the same city, district and/or province since they don't just have local support networks but would also lead the debate in the right direction. LPs will be offered remunerations only. They will manage all expenses related to transport, TADA and/or project related procurements from their own resources. Technical assistance/mentoring from RASTA will be provided to execute the assignment. Sub-contracting is prohibited under the agreement unless explicitly approved by RASTA PMU, with the approval of the Chairman RAC of RASTA-PIDE where appropriate.

Interested individuals/registered firms may submit their 'Expression of Interest' (Profile) at rasta@pide.org.pk. The qualifications, experience and suitability of LPs for the said projects will be assessed by the RASTA Project Management Team and relevant DDR research teams. Keeping in view the performance, services of the selected individuals (or team) may be extended/utilized for other RASTA DDR projects. Kindly include brief CVs including research projects conducted. Only shortlisted individuals/teams/firms will be contacted for interviews for specific assignments at RASTA, PIDE Islamabad.

II. GIS SPECIALISTS

The RASTA requires services of qualified and experienced GIS Specialists for its projects under the Demand Driven Research (DDR) programme:

- a) PIDE Citypedia
- b) Development Atlas of Pakistan

GIS Specialist will be required to perform geospatial modeling, data development and spatial/non-spatial analysis to create city profiles. He/she will analyze the data utilizing mapping software, create maps and submit the report to PIDE-RASTA within the agreed timeframe and as per the TORs. This is an assignment-based opportunity. The contract period of the assignment will be 60 days (spread over 120 days). The deliverables include two reports for each city: an Interim GIS Report to be submitted at the mid-term stage, and a Final GIS Report to be submitted before the completion of the project time period.

The total agreed amount will be released to the GIS Specialist in two instalments as per the following schedule subject to the fulfilment of all formalities:

- a) First instalment (50%): At the time of start, upon submission of the signed contract and fulfilment of other formalities as per RASTA Budget Guidelines.
- b) Second instalment (50%): After the submission of final report and data for repository. The instalment will be released after the satisfactory evaluation by the PIDE Research Team and RASTA M&E Desk.

All secondary data sources will be properly cited, and complete references will be included in the reports. The RASTA-PIDE will have all rights of the data collected and reports. The names of the GIS Specialists will be acknowledged inside the final reports. Technical assistance/mentoring from RASTA will be provided to execute the assignment. GIS Specialist will be offered remunerations only. They will manage all expenses related to transport, TADA and/or project related procurements from their own resources. Sub-contracting is prohibited under the agreement unless explicitly approved by RASTA PMU, with the approval of the Chairman RAC of RASTA-PIDE where appropriate.

It is important that the GIS Specialist should have relevant qualification and demonstrated experience in the field. The qualifications, experience and suitability of GIS Specialist for the said project will be assessed by the RASTA Project Management Team and PIDE Citypedia/Development Atlas core teams. Keeping in view the performance, services of the selected individual (or team) may be extended/utilized for other RASTA projects.

Interested individuals/registered firms may submit their 'Expression of Interest' (Profile) at rasta@pide.org.pk. The qualifications, experience and suitability of GIS Specialist for the said projects will be assessed by the RASTA Project Management Team and relevant DDR research teams. Keeping in view the performance, services of the selected individuals (or team) may be extended/utilized for other RASTA DDR projects. Kindly include brief CVs including research projects conducted. Only shortlisted individuals/teams/firms will be contacted for interviews for specific assignments at RASTA, PIDE Islamabad.

III. GRAPHIC DESIGNERS

The RASTA requires services of qualified and experienced 'Graphic Designers' for the designing and production of research. The applicant must have command to develop concepts, graphics and layouts for RASTA flyers, policy briefs, magazines, research reports, research papers, books and other materials to visually communicate ideas, data and research findings to a larger audience. This will allow RASTA-PIDE to bridge the research-policy gap through dissemination of research findings, create knowledge networks, and promote research culture in Pakistan. The applicant must have demonstrated experience in design and photo-editing software; creativity and innovation skills; understanding of the latest trends and aesthetics; excellent time management and organisational skills; accuracy and attention to detail; professional approach to time, costs and deadlines.

This is an assignment-based opportunity. The selected individual/firm will work closely with the RASTA-PIDE Team and/or its fellows. Sub-contracting is prohibited under the agreement unless explicitly approved by RASTA PMU, with the approval of the Chairman RAC of RASTA-PIDE where appropriate.

Interested individuals/registered firms may submit their 'Expression of Interest' (Profile) at rasta@pide.org.pk. The qualifications, experience and suitability of Graphic Designer for specific RASTA projects/assignments will be assessed by the RASTA Project Management Team. Keeping in view the performance, services of the selected individuals (or team) may be extended/utilized for other RASTA projects. Kindly include brief CVs including projects/assignments conducted. Only shortlisted individuals/teams/firms will be contacted for interviews for specific assignments at RASTA, PIDE Islamabad.

IV. VIDEO PRODUCTION SPECIALIST

The RASTA requires services of a qualified and experienced 'Video Production Specialist' to visually communicate ideas, data and research findings to a larger audience. The applicant must have command to create video content, process video editing (including animated/infographics), voiceover and translation, produce videos for a wide variety of distribution channels. This will allow RASTA-PIDE to bridge the research-policy gap through dissemination of research findings, create knowledge networks, and promote research culture in Pakistan.

The applicant must have demonstrated experience in project management and organization skills related to video production process. The applicant must understand the latest trends and aesthetics, should have excellent time management, accuracy and attention to detail, professional approach to time and costs, and meeting deadlines. This is an assignment-based opportunity. The selected individual/firm will work closely with the RASTA-PIDE Team and/or its stakeholders.

Interested individuals/registered firms may submit their 'Expression of Interest' (Profile) at rasta@pide.org.pk. The qualifications, experience and suitability of Video Production Specialist for specific RASTA projects/assignments will be assessed by the RASTA Project Management Team. Keeping in view the performance, services of the selected individuals (or team) may be extended/utilized for other RASTA DDR projects. Kindly include brief CVs including projects/assignments conducted. Only shortlisted individuals/teams/firms will be contacted for interviews for specific assignments at RASTA, PIDE Islamabad.

V. PHOTOGRAPHER (Citypedia Project)

The RASTA requires services of a professional 'Photographer' for its 'PIDE Citypedia' project (Phase I) in 20 cities of Pakistan. The Photographer will be required to visit all cities and take pictures of people, places, events, and objects as per the requirement of the Citypedia Team. Using a professional high-resolution camera (and drone for aerial photography of landscapes and structures), the photographer will capture images for the Citypedia Reports and submit the package (high quality edited pictures) to PIDE-RASTA within the agreed timeframe and as per the TORs. Since every city is unique in terms of its landscape, culture and geography, a list of 20 objects will be prepared in consultation with the PIDE Citypedia Team and Local Partners. The photographer will be required to submit 100 high quality edited pictures from each city. The RASTA-PIDE will have the copyrights of the pictures selected from the package. This is an assignment-based opportunity. In this specific assignment, skill and experience will have more weightage than qualification. The selected individual/firm will work closely with the Citypedia Team.

Interested individuals/registered firms may submit their 'Expression of Interest' (Profile) at rasta@pide.org.pk. The skill, experience and suitability of Photographer will be assessed by the RASTA Project Management Team and Citypedia team. Keeping in view the performance, services of the selected individuals (or team) may be extended/utilized for other RASTA projects. Kindly include brief CVs including projects/assignments conducted. Only shortlisted individuals/teams/firms will be contacted for interviews for specific assignments at RASTA, PIDE Islamabad.

