

Terms of Reference (TOR)

For

**Development of Mobile Application for
Federation of Nepali Journalists (FNJ)**

Date: **June 20, 2021**

1. Background

Federation of Nepali Journalists (FNJ) is the umbrella organization of over 13,000 Nepali journalists working in Nepal and abroad. FNJ works in the areas of press freedom, safety and security of journalists, capacity building of journalists, research and publication of media and journalists related knowledge.

FNJ has developed a press freedom violation online database to record the cases of press freedom violation in the country. It also has developed a membership database of all its members to facilitate access of its information for its members and all others, who want to get information about it. FNJ is in process of develop a Mobile Application to link its press freedom violation and membership database as well as other information available on FNJ website.

FNJ calls for expression of interest from interested Mobile App development companies with detailed methodology and estimated budget as per the ToR set hereunder. Companies are requested to send their EoI to fnjnepalcentral@gmail.com on or before 5.00 PM on Wednesday June 30, 2021.

2. Objective

The main objective of this assignment is to:

- a. Develop a mobile application for the Press Freedom, Membership system and general features of FNJ.
- b. Users / Members can report of the violation case from mobile application.
- c. Member can view and renew their membership from mobile application.
- d. General users will be able to view the publications, news, notice etc.

3. Scope of the Work:

The scope of services shall include the following major components of but not limited to:

- a. Develop both Android and iOS Mobile Application.
- b. Anyone should be able to submit Press Freedom Violation report from mobile application and goes for moderation. FNJ will check its validity and post the report.
- c. Anyone should be able to view the Press Freedom Violation Database list.
- d. Anyone should be able to view the FNJ membership database list.
- e. FNJ member should be able to login to system, view / edit their details, reset password, view their own pending dues, paid payment, renew their membership system.
- f. Anyone should be able to view News, Notices, Press Releases, and Publication.
- g. The mobile application should be in Nepali and English Language and the data entered can also accept both in Nepali and English.

4. SKILLS AND EXPERTISE OF THE COMPANY

- a. Minimum of 5 years of working experience, including Mobile Application development.
- b. Should be well experienced with Android / iOS Mobile Application development, API development, etc.
- c. Ability to analysis, designing, development, testing, implementation and quality assurance and quality control.
- d. Ability to develop, evaluates, and executes implementation plans by defining scope, objectives and deliverables.
- e. Ability to communicate at all levels including executive management.
- f. The company objectives should be associated with some of the work area identified in the scope of the work provided.

5. APPROACH AND METHODOLOGY

The consultant firm should propose details of approach and methodology along with tools and techniques it is going to use for the assignment.

6. KEY DELIVERABLES

The assignment will generate a fully functional, user friendly and dynamic mobile application as quoted on scope of work. The deliverables of the company will be:

- a. The output will be in the form of setup and configuration of the system of FNJ.
- b. Project completion report with User Manual for using the system and specific hardware requirement to run this system if deemed.

7. REPORTING MECHANISM

The consultant shall work under the direct supervision of the concerned lead assigned by FNJ and reporting milestones set by the concerned head.

8. DEPLOYMENT / MANUALS

After deployment of the Mobile Application, complete comprehensive detailed training should be provided to the concerned person of FNJ for using the features, maintenance, language and database use.

9. DURATIONS OF THE ASSIGNMENTS

Assignment shall complete within 1 month from the date of signing the agreement.

10. MAINTENANCE AND SUPPORT

Consultant should provide 1 year of maintenance and support service at free of cost. Consultant should also propose the maintenance and support service cost after completion of one year of contract for 3 years.