

## Terms of Reference

### **Consultant for MIS Application Testing**

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#### **Background**

Save the Children is leading a multi sectoral nutrition program “Suchana” along with eight organizations in the consortium. Suchana aims to reduce stunting among children under 2 years of age in the 250,000 poor and very poor households in Sylhet and Moulavibazar districts. In order to break the intergenerational cycle of undernutrition, Suchana adopts evidenced based interventions combining both nutrition specific and sensitive components to reach out poor and very poor women of reproductive age (15-49 years) and adolescents’ girls (15-19). The project has introduced a robust Management Information System (MIS) for collecting real time data of the achievements of the interventions which are analyzed and reported monthly, quarterly, and annual basis.

#### **Objective**

Suchana MIS (Web based and Android Apps) has been operating in Sylhet and Moulavibazar by the field staff of the implementing partners. Around 1000+ users are using this system for real time performance reporting. The system experienced various complains by the users.

To ensure better quality and smooth operation of the MIS, Suchana Program will introduce quality assurance component in the MIS development life cycle leading by ICT unit of SCIB.

A consultant will be hired temporarily to work in the quality assurance component of Suchana MIS with specific responsibilities of testing Suchana MIS apps for improving its quality in operation and reducing complains of the users.

#### **Scope of work**

The main responsibilities of the consultant are as follows:

- Prepare a test plan in a standard format and share with ICT and Suchana MEAL Team
- Document test scenarios and test cases
- Test all the process and modules of the MIS and recommend solutions for the flaws/bugs, if any
- Test compatibility of the MIS in cloud system and suggest action should be taken for its better performance in uploading and downloading of data
- Prepare detailed test reports
- Prepare documentation of the system
- Prepare an interactive user manual

### Specific Tasks, Outputs and Time Frame

Assignment will start from after signing the agreement.

SL	Tasks	Outputs	No. Days/ Time Frame
1	Prepare test plan, document test scenarios and test cases, perform test all the process and modules of the Suchana MIS Android and Web App, and prepare detailed test report	Test Plan, Test Case, Test Report with recommend solutions for the flaws/bugs	22 days
2	Prepare System Documentations of Suchana MIS	System documentations including DFD, use case, database relational model, class diagram etc.	11 days
3	Prepare User Manual for both Android and Web App	Interactive user manual hard copy and soft copy	11 days
	<b>Total</b>		44 days

### Qualification Requirement for the Consultant

- Graduate/masters in relevant subject
- Have relevant in-depth knowledge and skills in software testing
- Have practical experience in preparing test plan and documenting test scenarios and test cases.
- Have practical experiences in testing in Android App and Web App of reputed projects and companies.
- Should have relevant knowledge and skills in UI/UX.
- Good analytical and report writing skills.

### Deliverables

- A test report delineating test plan, test scenarios, test cases, test process, test results, etc.
- An interactive user manual of Suchana MIS
- System documentations of Suchana MIS including DFD, use case, database relational model, class diagram etc.

Interested individual consultant, may submit their technical and financial proposal along with CV and TIN certificate copy to the following email address: [prosanta.roy@savethechildren.org](mailto:prosanta.roy@savethechildren.org). Application closing date: **July 16, 2019**.

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