Government of Nepal
Ministry of Education and Sports
Department of Education
Sanothimi, Bhaktapur

REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – INDIVIDUAL CONSULTANT SELECTION)

NEPAL
Nepal Safer Schools Project (NSSP) — Project Preparation
Grant No.: IDA E758-NP (Preparation Grant for Nepal Safer Schools Project)

Assignment Title: Cybersecurity / Data Protection Specialist (Individual Consultant)
Reference No. (as per Procurement Plan): NP-CLPIU EDU-578160-CS-INDV
Date of Publication: 7 November 2026 (2083/07/21 BS)

The Government of Nepal has received financing from the World Bank (International Development Association) toward the cost of the Preparation Grant for Nepal Safer Schools Project (IDA Grant No. E758-NP, under the Grant Facility for Project Preparation), and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include supporting, on an as-needed basis, the development of data-security protocols, access-control policies and data-protection standards; conducting cybersecurity risk assessments and periodic security audits of the digital school infrastructure assessment system; supporting privacy compliance, the data governance and sharing protocol and incident-response procedures; and orienting relevant technical personnel on data security. The estimated level of effort is 3 person-months (66 working days), including approximately 5 days of travel outside Kathmandu Valley, on an intermittent basis over the period December 2026 to 15 July 2027, based at the Department of Education, Sanothimi, Bhaktapur. The assignment is expected to start in December 2026.

The detailed Terms of Reference (TOR) for the assignment (Annex 1) is attached to this request for expressions of interest, and can also be found at the following websites: www.cehrd.gov.np / www.moe.piu.gov.np.

The Department of Education (DOE), Ministry of Education and Sports, now invites eligible individual consultants ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services, including a cover letter, a detailed curriculum vitae, and copies of academic certificates and experience

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documents, together with a list of comparable assignments stating the client, period, the applicant's role and a referee who can confirm each.

The attention of interested Consultants is drawn to Section III, paragraphs 3.14, 3.16 and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" September 2025 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

The Consultant will be selected on the basis of qualifications and relevant experience. The procurement process will be in accordance with the Individual Consultant Selection (Open – National) method set out in the World Bank's Procurement Regulations.

Further information can be obtained at the address below during office hours, 09:00 to 16:00 hours (Nepal Standard Time), on Government working days.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail) by 12:00 hours (Nepal Standard Time) on 25 November 2026 (2083/08/09 BS).

Department of Education (DOE)
Attn: SDE Ashok Adhikari, Section Chief, Project Infrastructure Development Section (PIDS), Department of Education
Sanothimi, Bhaktapur, Nepal
Tel: +977-9851422340
Website: www.cehrd.gov.np / www.moe.piu.gov.np

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ANNEX 1: TERMS OF REFERENCE

Cybersecurity / Data Protection Specialist- Individual Consultant

Project	Nepal Safer Schools Project — National School Infrastructure Assessment for Safer Schools in Nepal
Implementing Agency	Ministry of Education and Sports (MoES) through Department of Education (DoE)
Financing	World Bank Grant Facility for Project Preparation (GFPP) Grant
Procurement Plan Activity Ref.	NP-CLPIU EDU-578160-CS-INDV
Position	Individual Consultant — Cybersecurity / Data Protection Specialist
Market Approach	Open-National
Duty Station	Department of Education, Bhaktapur, with travel to program districts as required
Reports To	Deputy Director General / Senior Divisional Engineer, Department of Education
Selection Method	Individual Consultant Selection, following an open national request for expressions of interest, in accordance with the World Bank's Procurement Regulations for IPF Borrowers, Seventh Edition, September 2025.

1. Background and Context

The Government of Nepal, with support from the World Bank, is preparing a project to improve the safety and disaster resilience of selected existing school infrastructure and strengthen institutional systems for long-term, risk-informed planning and implementation of school infrastructure investments.

The project is aligned with Nepal's 16th Development Plan, School Education Sector Plan (SESP), Education in Emergencies and Crisis, School Physical Infrastructure Development and School Safety priorities. It will utilize Rapid Visual Screening (RVS), disaster-risk information, demographic and school-network analysis, and Integrated Education Management Information System (IEMIS) data to support evidence-based investment prioritization.

The project will comprise three major components: (1) Site Assessment and Technical Studies; (2) Strengthening Institutional Readiness; and (3) Project Management and Capacity Building.

The assignment supports the Three-Tier Assessment System comprising:

- Level-1 — a rapid, digital, risk-informed baseline assessment of all public schools;
- Level-2 — detailed technical assessment (structural, geotechnical, multi-hazard) of high-risk or priority schools identified through Level-1; and
- Level-3 — site master planning, technical design, cost estimation and investment/procurement readiness for priority schools.

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2. Objectives of the Assignment

The objective of this assignment is for the Cybersecurity/Data Protection Specialist to support the development of data-security protocols and to conduct risk assessment and security audits of the digital school infrastructure assessment system, engaged on an as-needed basis.

Key focus of the assignment: Data security protocols, privacy compliance, risk assessment, and system security audit.

3. Scope of Work

Under the overall guidance of the Team Lead/Coordinator, Team 3, the Consultant shall carry out the following tasks, including but not limited to:

3.1 Security Standards and Protocols

- Support the Team Lead in developing data-security protocols, access-control policies and data-protection standards for the digital school infrastructure assessment system and database. These shall cover, at a minimum: user roles and least-privilege access; authentication; encryption of data in transit and at rest; logging and monitoring; backup and recovery; secure handling of field devices; and data classification.
- Issue the data-security protocol note in Week 6, so that the database, application and infrastructure designs can incorporate it.
- The Cybersecurity Specialist sets the standards and audits compliance. The Database Specialist, Developer and ICT Specialist implement the controls in their areas. The Cybersecurity Specialist does not administer the systems audited.

3.2 Risk Assessment and Audit

- Conduct cybersecurity risk assessment and vulnerability review of the digital assessment system, database and hosting infrastructure.
- Conduct periodic security audits and report findings with severity ratings and recommended corrective measures.
- Verify and report on the implementation of corrective measures from earlier audits.

3.3 Privacy and Compliance

- Support compliance with applicable data-protection and privacy requirements for school and personal data collected under the assessment.
- Support the Coordinator in preparing the data governance and sharing protocol.

3.4 Incident Response and Capacity Building

- Support development of incident-response procedures for data breaches or security incidents, including roles, escalation, containment, notification and reporting, and post-incident review. The procedures shall be consistent with applicable Nepali requirements and the reporting expectations in the GFPP's Environmental and Social Commitment Plan (ESCP).
- Facilitate orientation sessions for relevant DoE, IEMIS and Team 3 technical personnel on data security and protection practices, and one tabletop exercise on incident response. Keep attendance records and training materials.

4. Deliverables and Reporting Schedule

No.	Deliverable	Indicative Timeline
1	Individual work plan/engagement schedule, aligned with the Team 3 integrated work plan	Within 2 weeks of commencement
2	Data security protocol and access-control policy note	Within 6 weeks

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No.	Deliverable	Indicative Timeline
3	Cybersecurity risk assessment and security audit reports	As required, per approved work plan
4	Progress report to the Team Lead	As agreed (engaged on an as-needed basis)
5	End-of-assignment technical handover note	End of assignment

5. Reporting Arrangements

The Consultant shall work under the direct technical supervision and coordination of the Team Lead/Coordinator, Team 3, and shall report to the Deputy Director General / Senior Divisional Engineer, Department of Education. The Consultant shall coordinate closely with other members of Team 3 and, as required, with the other three thematic Technical Teams to ensure integrated, consistent assessment outputs. The Consultant shall submit periodic progress reports summarizing work completed, technical findings, planned activities, and any issues or risks requiring attention.

6. Duration and Level of Effort

The assignment is expected to commence in November 2026 and continue until 15 July 2027, covering the required activities within Government of Nepal fiscal year 2083/84, aligned with the Team 3 integrated work plan. The total level of effort for the Cybersecurity / Data Protection Specialist is estimated at 3 person-months (66 days with requirement of travel outside Kathmandu Valley for project related activities for approximately 5 days), which may be adjusted within the overall assignment period to meet key milestones.

7. Qualifications and Experience

Education: Bachelor's degree in Cybersecurity, Information Technology or a closely related field. A Master's degree is an advantage.

Minimum Professional Experience (required):

- Minimum 3 years of relevant professional experience in data protection and information security for Master's degree holders, or 5 years for Bachelor's degree holders.
- Demonstrated experience conducting cybersecurity risk assessments and security audits of information systems, applying recognized frameworks (for example ISO/IEC 27001, NIST, OWASP).
- Experience with the security of web and mobile applications, databases and cloud or data-centre hosting.
- Working knowledge of Nepal's personal data-protection, electronic transaction and cybersecurity legal framework, and of the project's environmental and social commitments where they relate to data.

Advantages:

- A recognised information security certification (for example CISSP, CISM, CISA, CEH, OSCP or ISO/IEC 27001 Lead Implementer/Auditor)

General Requirements:

- Excellent written and spoken English and Nepali.
- Applicants shall list comparable assignments, stating the client, period, the applicant's role and a referee who can confirm it.
- No conflict of interest with any current or anticipated bidder, contractor, or consultant under the Project.

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8. Selection Method

The Individual Consultant shall be selected on the basis of qualifications and experience, following the Open – National market approach as approved in the Procurement Plan. The selection will be based in accordance with Individual Consultant Selection method, set out in the World Bank's Procurement Regulations for IPF Borrowers (Seventh Edition, September 2025).

9. Code of Conduct and Conflict of Interest

The Consultant shall perform the assignment with the highest standards of professional integrity, impartiality and accountability, with primary consideration for the safety, dignity and well-being of school children and other users of school facilities. The Consultant shall maintain confidentiality of all school, assessment and personal information obtained during the assignment and shall not disclose or use such information for unauthorized purposes. The Consultant shall avoid any actual, potential or perceived conflict of interest and shall immediately disclose any such conflict to the Department of Education. The Consultant shall comply with applicable Government of Nepal requirements and the Department of Education's Code of Conduct.

10. Facilities to be Provided by the Department of Education

The Department of Education will provide the Consultant with appropriate office space and access to relevant project documents, information and institutional resources required for effective performance of the assignment, including access to relevant IEMIS facilities and systems. The Department will facilitate coordination and communication with relevant divisions, government agencies and stakeholders, and will provide or facilitate access to internet connectivity and reasonable office equipment, survey/testing devices and accessories required for the assigned tasks. The Consultant shall provide and use their own laptop computer and necessary personal accessories.

11. Legal, Regulatory and Standards Framework

The Consultant shall carry out the assignment in compliance with the laws, regulations and policies of Nepal applicable to personal data, information systems and cybersecurity, as amended from time to time, including:

- the Individual Privacy Act, 2075 (2018) and the Individual Privacy Regulation, 2077 (2020), covering the confidentiality and protection of personal information, including information held in electronic form;
- the Electronic Transactions Act, 2063 (2008), covering unauthorized access to computer systems and records and the security of electronic records;
- the National Cyber Security Policy, 2080 (2023) and any directives of the Ministry of Communication and Information Technology applicable to government information systems, data centres and cloud services; and
- any other law, directive or Government of Nepal ICT standard identified by DoE at inception as applicable to the system.

The Consultant shall also take into account relevant draft or pending instruments on data protection and cybersecurity, and shall advise DoE on any provisions that may affect the system if they are enacted during or after the assignment. Draft instruments are not binding unless and until enacted.

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