



Ministry of Finance  
Republic of Maldives

**Public Financial Management Systems Strengthening Project**  
Project ID: P 145317

**Terms of Reference for**  
**Electronic Government Procurement (e-GP) Readiness Assessment and**  
**Strategy (International Individual)**  
*[RFP No: MV-M0FT-218318-CS-INDV]*

**A. Background**

The Government of the Republic of Maldives has received financing from International Development Association (IDA) of the World Bank towards the cost of the Public Financial Management Systems Strengthening Project, Maldives, and it intends to apply part of the proceeds to acquire the consultancy services of public procurement reform expertise in the directive of enhancing and harmonizing the current public procurement regulatory framework with a more economically efficient, transparent and accountable system along with modernization and development of a more sustainable and viable public procurement system.

Procurement Policy Board (PPB) was formed in 2020 to reform public sector. The PPB is responsible for strengthening procurement policy, regulatory mechanism in procurement, implementation of e-GP, capacity building, streamlining procurement processes, to foster efficient, effective, transparent and fair procurement in the public sector.

**B. Objective of the Consultancy**

The main objective of this assignment is to help the Government of Maldives (GoM) in strengthening and enhancing the transparency, accountability, economic efficiency and public participation of the current Public Procurement system by developing;

- Readiness Assessment using MDB Guidelines and development of strategy for the Electronic Government Procurement (e-GP) System.
- The strategy in a detail manner with a clear road map and critical milestones for staged implementation of e-GP in Maldives.
- A basis for performance-based monitoring & evaluation and compiling performance assessment standards;

**C. Outline of Tasks/Responsibilities**

1. Conduct a comprehensive component assessment for e-GP in Maldives.
2. Conduct technical e-GP readiness assessment and measure the existing skills, available knowledge base, abilities, resources and technical infrastructure including the IT and telecom infrastructure.
3. Conduct market readiness assessment and measure the demands, preferences and readiness of the market for establishment and implementation of e-GP.



4. Conduct organizational readiness assessment within Ministry of Finance, other government agencies and private sector and assess the readiness of current SOPs, organizational cultures, abilities to manage change etc... to adopt and support e-GP and operate within E-governance environment.
5. Conduct legal and regulatory assessment and study the existing laws, rules, regulations and legal framework to measure their readiness for e-GP.
6. Conduct e-GP risk assessment and identify different categories of risks, their impacts and causes that may affect the implementation and operation of e-GP.
7. Propose a risk management strategy.
8. Conduct value analysis of establishment and implementation of e-GP in Maldives.
9. Conduct architectural and strategic alignment assessment and measure the level of conformance of e-GP features with business and technical architecture in Maldives and their contributions to meeting the strategic goals of the Government of Maldives.
10. Identify e-GP stakeholders in Maldives and conduct a profile assessment of all stakeholders
11. Develop a detailed strategic road map for phased establishment and implementation of e-GP in Maldives.
12. Process mapping for e-GP to identify and promulgate high performance, effective, efficient and transparent solutions to e-GP processes. This may include definition of business flows, information exchange and interdependencies among different stakeholders.
13. Propose functional and non-functional requirements of e-GP system.
14. Propose core building blocks of e-GP solutions that can potentially be generalized or become a reference for e-GP in Maldives. These core building blocks should at minimum include E-submission, authentication/identification, E-signatures, E-tendering, document formats, Encryption/decryption, integrity of Data and Confidentiality issues at different stages of e-GP.

#### **D. Deliverables and Payment Terms**

<b>#</b>	<b>Description</b>	<b>Timeline (from commencement)</b>	<b>Payment breakdown</b>
1	An inception report covering preliminary assessment and a detailed work plan and schedule prior approval	4 weeks	10%
2	An assessment report on e-GP Readiness	8 weeks	15%
3	An interim report on e-GP Establishment and Implementation Strategy and Roadmap including identified implementation risks and risk mitigation strategy for discussions with PPB followed by a presentation on interim report	12 weeks	15%
4	Draft final report including estimated/comparative budgets for e-GP implementation for approval of PPB	14 weeks	30%
5	Final report duly incorporating comments and suggestions received from PPB and other stakeholders.	16 weeks	30%



## **E. Duration of the assessment**

Four (4) Months

## **F. Qualifications and experience of the Consultant**

The Consultant would be selected based on the following minimum educational and experience criteria:

- Master's Degree in Computer Science, Business Management, Accounting, Supply Chain Management or equivalent from a recognized university.
- At least 5 Years' experience in developing and managing public sector electronic procurement systems especially in analyzing, mapping and reengineering of all processes
- Three years' experience in e-Procurement in administrative, technical advisory or supervisory functions in procurement, especially in public sector. Experience in international e-procurement projects will be desirable.
- Good knowledge and experience in the methods of procurement of goods, works and acquisition of services;
- Sound knowledge of relevant ICT applications for Procurement

## **G. Reporting Requirements**

The Consultant will report to the Chief Procurement Executive who is head of Procurement Policy Formulation, Project Monitoring and Evaluation. All the submissions/deliverables will be in English language (in soft and hard copy).

The following reports are expected from the Consultant:

1. Weekly Progress Report- The report should highlight activities undertaken during the week, reasons for failing to attain any planned activities not undertaken, constraints encountered, recommendations for improvement, and planned activities for the coming week.
2. At the end of 4 weeks into the assignment an inception report covering preliminary assessment and a detailed work plan and schedule prior approval
3. At the end of 8 weeks into the assignment an assessment report on e-GP Readiness
4. At the end of 12 weeks into the assignment an interim report on e-GP Establishment and Implementation Strategy and Roadmap including identified implementation risks and risk mitigation strategy for discussions with PPB followed by a presentation on interim report
5. At the end of 14 weeks a draft final report including estimated/comparative budgets for e-GP implementation for approval of PPB
6. At the end of 16 weeks (4 months) a final report duly incorporating comments and suggestions received from PPB and other stakeholders.



## **H. Remuneration**

Candidates are expected to propose their required remuneration to achieve the deliverables mentioned above.