



Ministry of Finance and Treasury
Male', Maldives

Reference Number: (IUL)13-K1/13/2016/53

Project Number: TES/2016/C-004

REQUEST FOR PROPOSAL

Subjects: Sanitation Project in Five Islands – Recruitment of Technical Assistant.

1. The Government of the Republic of Maldives has received financing from the Islamic Development Bank (IDB), and intends to apply part of the proceeds for the following services of an Individual Consultant – Engineer to provide technical support to develop and implement projects related to improving access to safe Water and Sanitation.
2. The Ministry of Environment and Energy (MEE) of the Government of Maldives are undertaking improving access to Safe Water and Sanitation in the islands. However in view of its limited technical staff and lack of experienced hands to cope with such projects, the Ministry is looking for a project engineer of international repute to provide consultancy services.

3. Duties and Accountabilities

The incumbent shall be a technical team leader assisting the Ministry (MEE) in providing technical inputs during the period of assignment as outlined below

- Visit project sites and inspect the civil works of the water supply and sewerage projects and give site specific suggestions where necessary
- Assist in designing water supply and sewerage systems in the islands and preparation of bid documents, contract documents and technical reports.
- Assist and advice MEE in carrying out feasibility assessments and scoping support required for sustainable management of community water supply and sanitation services.
- Assist the staff during field surveys and site visits and provide guidance to the staff in carrying out the works effectively.
- Advice in the tendering process including, procurement and contract negotiations stage
- Assist and advice PMU in preparing and revising project activities and financial plans as and when required by the Government and the relevant funding agency;
- Assist in the review/evaluation of project reports and documents
- Participate in funding agency review missions and/ or review carried out by Government of Maldives authorities as required; and participate in committee meetings that may be formed under the project as required;
- Assist and advice PMU in preparing information/reports such as annual work plan, annual project review reports, project progress reports, bi-annual reports, quarterly reports etc. and other documentation requested by MEE or funding agency for review and/or for presentation
- Assist and advice the Ministry (MEE) in developing and reviewing proposals, concept and designs pertaining to water and sewerage projects and provide necessary comments and suggestions.
- Organize and take part in field visits to the project sites as and when necessary.
- Train at least two (02) staff from the sector to the level of Project Manager.
- Organize orientation training workshops for the staff on all aspects of the project related work. Facilitate technical meetings related to projects on hand. Undertake capacity building programmes to enhance skills and competencies of MEE staff including but not limited to (a) design and

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evaluation of water supply and sewerage systems (b) contract negotiations / evaluation (c) preparation of bid / contract documents (d) project management & monitoring and (e) empowering local communities to operate and maintain the systems in sustainable manner.

- Play a major role in monitoring and evaluation of the project: setting up the Monitoring & Evaluation system, defining the KPIs (Key Performance Indicators) from the RRP, training PMU staff in collecting the data, and ensuring the system is updated on a regular basis.
- Review the operation and maintenance manuals submitted by the contractors; and provide guidance where necessary in establishing operation and maintenance procedures for water supply and sewerage systems in consultation with MEE and the island communities.
- Undertake other technical tasks as and when required by the MEE.

4. Selection Criteria

- The applicant should possess following educational background and experience.
- A Bachelor degree or higher in civil or environmental engineering with water supply and sanitation elective subjects.
- Minimum fifteen (15) years field experience of designing and implementing water supply and sewerage projects.
- Previous experience working on projects financed by International Agencies is a must.
- Working experience in municipal projects will be an advantage
- Should possess sound knowledge of computer aided design software/applications
- Should have excellent command over English with proven communication and, presentation and negotiation skills
- Should be capable of providing leadership, motivation and training to the staff and stakeholders
- Work Experience in Maldives will be an additional advantage

5. Interested eligible candidates may obtain the Terms of Reference (ToR) on the submission of a written application to the address below, during between 0830 hrs and 1330 hrs on all working days from March 31, 2016 till April 21, 2016.

6. Interested eligible candidates from IDB member countries should send their CV and motivation letter accordance with the ToR to the following address, not later than 1100 hours local time on 25th April 2016.

Tender Evaluation Section
Ministry of Finance and Treasury
Ameenee Magu, Male'
Republic of Maldives
Tel: (960)3349107, (960)3349106
Fax: (960)3332706
E-mail: ibrahim.aflah@finance.gov.mv
Copy to: tender@finance.gov.mv

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