

Terms of Reference (TOR) for Socio-Economic Study on Integrated National Public Ferry Network (INPFN) project

Raajje Transport Link (RTL)

Iulaan Number: (IUL)471-CDS3/471/2023/179

1. Background

The Maldives depends on the sea for its sustenance being a nation comprised of more ocean than land, with just 1% of the total area of 115,300 sq. km being land. Undoubtedly a substantial amount of transport thus takes place at sea. The land and sea transport sector in Maldives have been and still is developing in a rather ad hoc manner. These developments have been taking place depending on priorities and needs of service providers rather than on demand needs. As a result, public ferry networks have not been established and strategic infrastructure and services are unequally distributed, favoring Greater Male' region where population density is the highest. As a result, huge socio-economic disparities exist between male' and the rest of the country.

The National Multidimensional Poverty Report (2020) reveals that multidimensional poverty is more prevalent in the atolls compared to Male' (40% vs 10% of the population) indicating higher rates of deprivation in area of health, education, information and living standards in the atoll. According to INPFN project document, a large proportion of these island population have already migrated and continue to migrate to the Greater Male' region in search of better education, health and employment opportunities among other factors.

It states that the rapid migration into Male' has not only further degraded the quality of life in the islands but that of Male' as well, where congestion and overcrowding has decreased the livability of the city to a great extent.

Due to these reasons, among many others, the need for an integrated national transport network was identified as a national priority and INPFN project was formulated. According to INPFN project document, the strategic objective of the proposed integrated national ferry network project is to facilitate inclusive regional development by connecting people and services, accelerate social and economic growth, improve efficiency in the delivery of public services and improve mobility and accessibility for all citizens. The specific objectives of the project are to provide efficient, affordable, convenient, and sustainable passenger ferry services in all administrative islands of Maldives by end of 2023 to ensure that all Maldivian citizens are connected to the country's economic infrastructure and social services.

The Ministry of National Planning, Housing and Infrastructure has begun the INPFN project, Raajje Transport Link (RTL), in June 2022 ferry services are in operation in Zone 1 - North Thiladhunmathi (HA), South Thiladhunmathi (HDh), and North Miladhunmadulu (Sh).

2. Description of the Assignment

This assignment will be carried out by the individual or firm undertaking the assignment under the guidance of Ministry of National Planning, Housing and Infrastructure (MNPFI). An Agreement will be signed between the selected party and MNPFI to conduct this study which will be used to make analysis and interpretation for the purpose of INPFN project.

Additional information regarding the RTL ferry services from the below link.

Link: <https://rtl.mv/>

2.1 Objectives

The main objectives of this study are to analyze the socio-economic impacts of RTL ferry services in Zone 1 (Ha, Hdh, Sh)

2.1.1 Identify and assess the social and economic impacts of the RTL Ferry services on the people and communities, businesses, vulnerable groups and isolated islands on areas of the flowing areas (but not limited to) in Zone 1.

Impact of RTL with regards to:

1. Access and utilization of Health services.
2. Access to employment and livelihood opportunities
3. Access to Education (Schools and Higher Education facilities, School Field Trips, Labs, etc)
4. Access to public and administrative services
5. Local Tourism and ancillary services (diving industry, watersports, transport, restaurants, cafes, etc)
6. Private sector and SMEs (formal and informal sectors)
7. Decentralized governance efforts and administrative and/or public services provided by the councils
8. Retail business, MSMEs and SMEs
9. Fisheries and Agriculture sector
10. Banking and Financing Sector
11. Food / Restaurant/ cafe business.
12. Those operating private transportation services
13. AND, any other area that is seen applicable and relevant

2.1.2 Assess new opportunities and potential social and economic opportunities due to RTL

1. What new business emerged or is under way due to the RTL service.
2. What existing business has expanded due to RTL services (food, guesthouse, taxi, transport ,other)
3. What new Investment Opportunities has opened up due to RTL services (SMEs) etc
4. New jobs and livelihood opportunities that has emerged due to RTL
5. Areas of potential for collaboration and innovation
6. Any other area that is seen applicable and relevant

2.1.3 Assess how the connectivity provided by RTL Ferry services supports social mobility and social networking.

1. Social relations and connections within communities
2. New partnerships
3. Family and personal connections
4. Impact on sports and recreational activities and possible collaborations
5. Any other area that is seen applicable and relevant

2.1.4 Target Groups

Each Target Group has to be surveyed separately

1. Councils and WDCs (Island /Atoll and city)
2. Public service providers (councils, hospitals, schools, banks etc)
3. Local Community and CSOs
4. Businesses, both formal and informal sectors (SMEs, tourism, agriculture, retail)
5. Women
6. Youth
7. Any other group that is seen applicable and relevant

2.2 Scope

The study which will be a consultative and participatory process of the INPFN project for **Zone 1** only.

The scope of work includes (but not limited to) the following:

- 2.2.1 Define and Review the Current Situation based on available travel / administrative data and through quantitative means.
- 2.2.2 Define Terms and Concepts
- 2.2.3 Develop a Methodology (road map of the study) for the Inception Report
 1. Type of Study (Qualitative or Quantitative)

2. Define the population and sample
3. Tools to be used to collect data
4. How data will be analyzed
5. Data presentation method
6. Limitations of the study

2.2.4 Detail workplan of the study for Zone 1 (including duration/start date and end date of each process)

2.2.5 Address the tasks under each objective

2.3 Expected Output

- Analysis of the result from the study
- 15-minute power point presentation
- Full report of the analysis
- Summary of the Study

3 Duration and Reporting

- Duration of the study is 13 weeks (4 week on site and remaining off-site) (1 week = 7 days)
- Start date: 18th June 2023 (Sunday)
- Present Findings and results to the Ministerial Steering Committee on INPFN: **11th September 2023, Monday**

4 Research Team Requirement and Qualifications

A multi-disciplinary team of professionals/technical personnel will be required for the execution of the study. One expert/specialist can be identified as the team leader who will be providing input form the related field of expertize as well as managing and leading the study. The Consultant Team should be led by a Team Leader with extensive experience in carrying out such a study using quantitative and qualitative means of research and with experience of managing such a study. Other professionals will be required to provide specialized inputs to the study.

The Team should minimum include the following specialist/expertise from these areas and the consultants' key personnel shall satisfy the following requirements.

4.1 Social science / Sociology

4.2 Economic

Core Expertise Area	Qualifications
Economics	<ul style="list-style-type: none"> • Degree/Specialization in Economics/Economic/Commerce research OR related field

	<ul style="list-style-type: none"> • Be familiar with research methods and tools, including both qualitative and quantitative. • Have the experience and the ability to analyze several types of sources, including written, numerical and survey data. • Have had experience and be able to design, conduct and analyze qualitative and quantitative studies and draw conclusions and provide recommendations based on the findings. • Have had experience in planning, executing and conducting similar studies in the Maldives. • Minimum 3 years of relevant experience in the field
Social Science	<ul style="list-style-type: none"> • Degree/Specialization in Sociology/Social Research OR a field of Social Sciences relevant to this study • Be familiar with research methods and tools, including both qualitative and quantitative. • Have the experience and the ability to analyze several types of sources, including written sources, numerical and survey data. • Have had experience and be able to design, conduct and analyze qualitative and quantitative studies and draw conclusions and provide recommendations based on the findings. • Have had experience in planning, executing and conducting similar studies in the Maldives. • Minimum 3 years of relevant experience in the field

5 Work and deliverables

Duration	Activities	Expected Output
	Concept note: To be submitted with the application (Refer Note 1 below)	Application Submitted
1 Day	Agreement Signing between MNPFI and the Research Party	Contract Signed
2 Weeks	Inception Report: Outlining workplan, approach and proposed methodology (Refer Note 2 below).	Submission of Inception Report
2 Weeks	Draft of the required survey tools (Questionnaire, Focus Group, Interviews etc)	Submission of Survey tools
4 Weeks	Data Collection, Conduct Survey etc Field Work	Submission of progress of the survey each week
2 Weeks	Analyze data and Draft Report: Do analysis based on the data collected and share 1 st Draft report with MNPFI	Submission of Raw Data set and Draft report
1 Week	Review comments on the first draft of the report by MNPFI and relevant stakeholders	Dissemination of draft report to relevant stakeholders by Local Consultant
1 Week	Finalize the data analysis and the Study Report	Submission of Data Analysis Report

5 Days	Submit the final Report with Data analysis to the Steering Committee on INPFN	Submission of Data analysis and Final report to Committee
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Note 1: Concept Note

The applicant has to submit a Concept note along with the application. The concept note should include the proposed deliverables as below:

- a) Proposed cost of Study with breakdown
- b) Proposed Research Methodology
- c) Proposed Target groups
- d) Workplan (including estimated duration)
- e) Any other areas of importance identified by the Consultant(s).

Note 2: Inception Report

- a) Overall objectives and strategies;
- b) Final work plan - outlining project sub-tasks, methodology, timeline, dedicated resources etc.;
- c) List of team members, their qualifications and experiences, tasks assigned etc
- d) Literature reviewed and data referred;
- e) List of reports to be submitted;
- f) Questionnaire/checklists for information gathering, key respondents to be interviewed and consulted etc.
- g) Any other areas of importance identified by the Consultant(s).

6 Terms of Payment

The mode of Payment Shall be as follows

	Stages of Work	Amount Payable (% of the contract amount)
1	Submission of Inception Report	30%
2	Final Survey Methodology, Questionnaire, and other survey protocols	15%
3	Data Analysis and submission of 1 st Draft of the Study	35%
4	Submission of the Final Report, Full Analysis, Presentation etc	20%

7 Application Procedure

Interested applicants should submit a detailed proposal with the following

1. Detailed CV
2. Copies of academic qualifications
3. **Proposed Concept note:** include sample size for both quantitative study and qualitative study, proposed tools that will be used for evaluation, state target groups to which research will be conducted, proposed additional target groups.
4. Suggested work plan and time frame (breakdown of the activities reflecting on the deliverables)
5. Estimated cost for the study
6. Reference letters and/or recommendations letter of previous work engagements
7. Company Registration certificate (if a firm/company)
8. Copy of identity Card (team members)
9. Financial position form (Annex 3)
10. Average annual turnover form (Annex 4)
11. Bid Security (if the proposed price is more than MVR 500,000) – MVR 500,000

8 Evaluation Criteria

The award of the contract would be given to the applications after evaluation as follows

Criteria		Marks Allocated	
1	Technical Criteria		80
	- Concept Note	35	
	- Qualification (Education and Work Experience)	45	
2	Financial Criteria		20
TOTAL			100

The final evaluation score will be based on a combined scoring method where the technical evaluation will be 80 marks combined with the financial offer which will be 20 marks.

Financial Criteria - (Lowest Price / Proposed Price) *20

9 Clarifications

For further information, please attend the information session held at the Ministry of National Planning, Housing, and Infrastructure (MNPHI), on **01st June 2023 (Thursday) at 10:00am** or email to the following address before **06th June 2023 (Tuesday) 12:00pm**.

Ministry of National Planning, Housing and Infrastructure

Email: bid.secretariats@planning.gov.mv
Phone: + (960) 4004 746 : +(960) 4004 747

10 Submission of Proposal

Proposals must be delivered in sealed envelopes titled “**Socio-Economic Study on Integrated National Public Ferry Network (INPFN) project**” together with the submitting party’s name and address to the address below, on **10:00am of 07th June 2023 (Wednesday)** local time. Electronic submission is not permitted. Late proposals will be rejected. Proposals will be opened in the presence of proponents’ representatives who choose to be present at the address below at the time of proposal opening.

Ministry of National Planning, Housing and Infrastructure
Ameenee Magu,
Maafannu, Male’ 20392, Maldives
Tel: 4004700

Annex 1 - Region 1, Zone 1 Islands

#	Atoll	Island	#	Atoll	Island	#	Atoll	Island
1	Haa Alif	Thuraakunu	15	Haa Dhaal	Hanimaadhoo	28	Shaviyani	Kanditheemu
2	Haa Alif	Uligamu	16	Haa Dhaal	Finey	29	Shaviyani	Noomaraa
3	Haa Alif	Mulhadhoo	17	Haa Dhaal	Naivaadhoo	30	Shaviyani	Goidhoo
4	Haa Alif	Hoarafushi	18	Haa Dhaal	Hirimaradhoo	31	Shaviyani	Feydhoo
5	Haa Alif	Ihavandhoo	19	Haa Dhaal	Nolhivaranfaru	32	Shaviyani	Feevah
6	Haa Alif	Kelaa	20	Haa Dhaal	Nellaidhoo	33	Shaviyani	Billeffahi
7	Haa Alif	Vashafaru	21	Haa Dhaal	Nolhivaramu	34	Shaviyani	Foakaidhoo
8	Haa Alif	Dhidhdhoo	22	Haa Dhaal	Kurnibi	35	Shaviyani	Narudhoo
9	Haa Alif	Filladhoo	23	Haa Dhaal	Kulhudhuffushi	36	Shaviyani	Maroshi
10	Haa Alif	Maarandhoo	24	Haa Dhaal	Kumundhoo	37	Shaviyani	Lhaimagu
11	Haa Alif	Thakandhoo	25	Haa Dhaal	Neykurendhoo	38	Shaviyani	Komandhoo
12	Haa Alif	Utheemu	26	Haa Dhaal	Vaikaradhoo	39	Shaviyani	Maaun'goodhoo
13	Haa Alif	Muraidhoo	27	Haa Dhaal	Makunudhoo	40	Shaviyani	Milandhoo
14	Haa Alif	Baarah				41	Shaviyani	Funadhoo

Annex 2 – Evaluation Criteria

1. Technical Criteria (80 marks)	
1.1 Concept Note (35 marks)	
Areas	MARKS ALLOCATED
1.1.1 Proposed Research Methodology (Total 15 marks)	
1.1.1.1 Sample Size Quantitative	3.5
1.1.1.2 Sample Size Qualitative	3.5
1.1.1.3 Quantitative Research Method	4
1.1.1.4 Qualitative Research Method	4
1.1.2 Workplan (including estimated duration) (Total 15 marks)	
1.1.2.1 Breakdown of the activities reflecting on the deliverables	5
1.1.2.3 Duration and Timeframe	5
1.1.3 Proposed Target groups	5
1.1.4 Any other areas of importance identified by the Consultant(s).	5
SUB TOTAL	35
1.2 Qualification and Work Experience (45 marks)	
1.2.1 ECONOMIC SPECIALIST (20 marks)	
1.2.1.1 Degree/Specialization in Economics/Economic research OR related field.	
Academic Qualification in Economics/Economic research (8 marks) Related field (5 marks)	8
1.2.1.2 Work Experience in similar studies or other studies	
No. of reference documents of studies (in/outside of Maldives)	3
- For each reference document 1 marks for similar studies - For each reference document 0.5 marks for other studies (maximum 3 documents will be accepted in evaluation)	

<p>1.2.1.3 Experience in conducting studies in Maldives</p> <p>No. of reference documents of work experience (in Maldives only)</p> <p>- For each reference document 1 marks</p>	<p>6</p>
<p>1.2.1.4 Minimum 3 years of relevant experience in the field</p> <p>3 years - 2 marks more than 3 years - 3 marks</p>	<p>3</p>
<p>1.2.2 SOCIAL SPECIALIST (20 marks)</p>	
<p>1.2.2.1 Degree/Specialization in Sociology/Social Research OR a field of Social Sciences relevant to this study</p> <p>Academic Qualification in Sociology/Social Research (8 marks) Degree/Specialization in a field of Social Sciences relevant to this study (5 marks)</p>	<p>8</p>
<p>1.2.1.2 Work Experience in similar studies or other studies</p> <p>No. of reference documents of studies (in/outside of Maldives)</p> <p>- For each reference document 1 marks for similar studies - For each reference document 0.5 marks for other studies (maximum 3 documents will be accepted in evaluation)</p>	<p>3</p>
<p>1.2.1.3 Experience in conducting studies in Maldives</p> <p>No. of reference documents of work experience (in Maldives only)</p> <p>- For each reference document 1 marks</p>	<p>3</p>
<p>1.2.1.4 Minimum 3 years of relevant experience in the field</p> <p>3 years - 2 marks more than 3 years - 4 marks</p>	<p>4</p>
<p>1.2.3 TEAM COMPOSITION (10 marks)</p>	
<p>1.2.3.1 Composition and structure of the team proposed including roles and responsibilities of different team members</p>	<p>5</p>
<p>SUB TOTAL</p>	<p>45</p>
<p>TOTAL</p>	<p>80</p>

2. Financial Criteria (20 marks)

Financial calculation formula (Lowest Price / Proposed Price) *20	20
GRAND TOTAL (technical + financial)	100

Annex 3

Financial Position Form

Each Applicant must fill in this form

Financial Data for Previous 3 Years [MVR Equivalent]

	Year 2022:	Year 2021:	Year 2020:
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Information from Balance Sheet

Total Assets			
Total Liabilities			
Net Worth			
Current Assets			
Current Liabilities			
Working Capital			

Information from Income Statement

Total Revenues			
Profits Before Taxes			
Profits After Taxes			

Attached are copies of financial statements (balance sheets including all related notes, and income statements) for the last three years, as indicated above, complying with the following conditions.

- All such documents reflect the financial situation of the Bidder.
- Historic financial statements must be complete, including all notes to the financial statements.
- Historic financial statements must correspond to accounting periods

Annex 4

Average Annual Turnover

Each Bidder must fill in this form

Annual Turnover Data for the Last 3 Years		
Year	Amount Currency	MVR Equivalent
2022		
2021		
2020		
Average Annual Turnover		

The information supplied should be the Annual Turnover of the Bidder in terms of the amounts billed to clients for each year for contracts in progress or completed at the end of the period reported.
