



## Ministry of National Planning, Housing and Infrastructure

Republic of Maldives

### STRENGTHENING GENDER INCLUSIVE INITIATIVE PROJECT (ADB FUNDED)

#### CONSTRUCTION FIELD ENGINEER

#### TERMS OF REFERENCE

##### A. PURPOSE

The Government of the Republic of Maldives through Ministry of National Planning, Housing and Infrastructure (MNPHI) is implementing “Output 5 of the Strengthening Gender Inclusive Initiative Project” financed by Asian Development Bank (ADB) and the Government of Maldives (GOM) and intends to apply part of the proceeds for the selection of a **Construction Field Engineer** for the implementation of this project by Ministry of National Planning, Housing and Infrastructure.

##### B. BACKGROUND

The Government of Maldives and the Asian Development Bank are designing a new project together called, Strengthening Gender Inclusive Initiatives (SGII).

The project will support the Government to implement gender equality actions in the Strategic Action Plan. It will contribute to the reduction of violence against women and strengthen women’s participation and benefits from economic and social development. It will achieve this by increasing access to sustainable services that women and families need to protect and respond to domestic violence, and to reduce the unpaid burden of caring for young children and the elderly. These services are essential if women are to access their equal rights in society, and take up education and employment opportunities that will benefit themselves, their families and the country.

The project will work with multiple government agencies, civil society organizations and community groups. The lead implementing agency is the Ministry of Gender, Family and Social Services. In addition, the project will work with the Ministry of Finance, the Maldives Bureau of Statistics, the Family Protection Authority and the Ministry of National Planning, Housing and Infrastructure.

The project Output 5 is to be implemented by Ministry of National Planning, Housing and Infrastructure.

- Output 5: Establish three climate-resilient domestic and Gender based violence shelters in R. Ungoofaaru, Addu City and Hulhumale.

### **C. SCOPE OF SERVICES**

The Construction Field Engineer will be required to work closely with the National Safeguards Consultant (NSC) – Environment and Social, PIU and MNPHI Infrastructure department team.

His/her responsibilities shall include but not be limited to:

1. Ensuring integrity of concept design during the execution stage; maintaining clear and constant communication with the contractor to enable this.
2. Review the construction methods in coordination with PIU Engineer and coordinate with NSC to oversee preparation of Site Environmental Management Plans. Propose modifications, if necessary.
3. Maintain constant coordination between the contractor and their representatives (architects, engineers and surveyors, key focal point persons<sup>1</sup>), including attending regular meetings. Assist in preparation of a communication protocol (for written documents as well as drawings)
4. Review and approve contractor's work program, implementation schedule, methodology, and safety plan, and supervise the progress of construction works in line with requirements as described in subproject Initial Environmental Examination (IEE), Environmental Management Plan (EMP) and Social Safeguards Due Diligence Report (SSDDR). Inform the MNPHI Focal point/ PIU (safeguards staff of any delay or potential delays in the work schedule of the contract, and take necessary actions to prevent potential delays.
5. Issue notices to the contractor on any non-compliance with safeguards requirements, including occupational health & safety plan, community health & safety plan, environmental mitigation measures, and social safeguards, as set out in the contract documents.
6. Issue notices to contractors for defects or deficiencies, and issue instruction for the removal, corrective actions, or submission of improper works
7. Ensure that all materials used and works performed are in accordance with the specifications indicated in the contract documents.
8. Oversee quality control health and safety matters, including Covid-19 risk mitigation measures of workers / workers camps on construction sites.
9. Assist project Engineer to review and prepare to issue variation orders (scope, cost, materials, time).
10. Inspect project sites for work progress and quality.

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<sup>1</sup> C-HS = Contractor Health & Safety focal point person; C-ES = Contractor Environment and Social focal point person; C-GRM = Contractor Grievance Redress focal point person

11. Assist the Engineer in inspection jointly with the Client the completed works and help in formal taking over and review and approval of as-built drawings and plans and provide reports confirming satisfactory completion of the works.
12. Managing, supervising contractors on site and advising on civil engineering issues
13. Reviewing, checking and approving reports and drawings
14. To assist in evaluation of specifications and in quality assurance. Develop a snag list at key stages and work with the contractor to rectify issues
15. Resolve technical issues with employer's representatives, suppliers, subcontractors and statutory authorities; participate in grievance resolution in the field as per project Grievance Redressal Mechanism (GRM).
16. Performance of field activities such as observe and record existing field conditions, take and verify measurements within project area
17. Advise the client with the day-to-day coordination and supervision of civil works, including implementation status and issues, and preparation of regular progress reports.

This position is based at the offices of the MNPHI in Male' but extensive travel to islands including stationing in project sites will be required.

#### **D. QUALIFICATIONS AND EXPERIENCE**

The Construction Field Engineer will be responsible to supervise and monitor the construction of three climate-resilient domestic and Gender based violence shelters in R. Ungoofaaruu, Addu City and Hulhumale in compliance with the project's goals and objectives. The Construction Field Engineer should be a duly qualified building industry professional and one who has specific experience in structural and building engineering field.

1. The candidate should have a bachelor's degree in Civil/ Structural Engineering and/ or in related field of the assignment, and should possess at least 5 years of work experience in the field including at least 3 years site experience and knowledge in the various fields of civil engineering expertise required for design and supervision of all related construction works.
2. Qualification in TOR task related field will be taken into account.
3. Knowledge and Experience in International Donor funded project management will be an added advantage.
4. Should have strong leadership, management and communication skills in presenting, discussing and resolving difficult issues and have ability to work efficiently and effectively with a multidisciplinary team.

The successful Candidate must be willing to work for extended periods without direct supervision and travel routinely to islands within the catchment.

The short-listed candidate will be requested to participate in personal interviews and submit the names and contact details of personal referees who can attest to their ability.

The successful candidate must understand the objectives and delivery mechanisms of the projects' portfolio. He/she must be willing to work in a team, be flexible to emerging or changing conditions, and undertake initiative in his/her broad field of actions.

## **E. REPORTING REQUIREMENT**

1. The Construction Field Engineer will report directly to the Engineer and MNPHI ADB PIU focal point throughout the duration of the contract unless otherwise advised by the Client.
2. The Construction Field Engineer shall ensure that all the contractual requirements are met and reporting obligations such as required inspection reports for the project are prepared on time, in accordance with the requirements of the Client and funding agency.
3. The Construction Field Engineer should to report to work on week days from 0800-1600 hours other than public holidays and provide services to the Client for an average of 40 hours a week. Remuneration for less than 8 hours work per day will be calculated on a pro-rate basis.
4. Be available on a full-time basis during the consultancy period and whenever inspection is required after normal working hours.
5. The Construction Field Engineer is required to report to work in official attire or smart casual for site inspections.

## **F. SCHEDULE FOR THE ASSIGNMENT**

Duration of the assignment is **24** months from the commencement of the works with potential extension, based on performance and need. The successful candidate is expected to commence the services in **June 2023**.

The performance criteria that will be used to assess the performance of the successful candidate at regular intervals and based upon which the contract may be continued or terminated are the effectiveness, efficiency and quality of delivering on the Scope of Services, Duties and Responsibilities of the assignment.

## G. SELECTION CRITERIA

The Construction Field Engineer will be selected based on the following criteria.

<b>Rating Criteria</b>	
<b>Criterion</b>	<b>Rate</b>
<p><b>Educational Qualification</b></p> <ul style="list-style-type: none"> <li>- The candidate should have a Bachelor’s Degree in Civil/ Structural Engineering and/ or related field of the assignment, and should possess at least 5 years of work experience in the field</li> </ul>	<b>40 points</b>
<p><b>Experience in related field</b></p> <ul style="list-style-type: none"> <li>- The engineer shall have at least 3 years site experience and knowledge in the various fields of civil engineering expertise required for design and supervision of all related construction works</li> </ul>	<b>20 points</b>
<p><b>Performance Review (Based on referral information received), following areas will be looked into;</b></p> <ul style="list-style-type: none"> <li>- Task completion</li> <li>- Meeting Deadlines</li> <li>- Leadership/ Intuitiveness</li> </ul>	<b>10 points</b>
<p><b>Interpersonal Skills and Presentation (will be assessed during personal interview)</b></p> <ul style="list-style-type: none"> <li>- Experience in the field</li> <li>- Experience working on similar assignments (working in site)</li> <li>- Interpersonal Skills and Hard skills</li> </ul>	<b>30 points</b>  15 points 10 points 05 points

## H. IMPLEMENTING AGENCY AND LOCATION OF THE PROJECT

On behalf of the Government of Maldives, the Ministry of National Planning, Housing and Infrastructure (MNPHI) will act as the Implementing Agency for the project output 5. The project is located in three locations, R. Ungoofaaru, Addu City and Hulhumale’.

## I. REMUNERATIONS AND LEAVE DETAILS

1. Successful candidate will be paid a fixed monthly remuneration, depending on qualification and experience, ranging from **MVR 19,800 to MVR 32,400** (as per number 13-NPC/CIR/2018/5 (22<sup>nd</sup> March 2018) circular issued by National Pay Commission). Whereas 50% of the eligible amount will be paid as Monthly Basic Salary and 50% will be paid as Living allowance.
2. Successful candidate will be entitled to Pension deduction as per Maldivian Pension Act from the Monthly Basic Salary (7%).
3. Local transport for official travel between Male', inter-Atolls and inter-islands and allowances to cover food and accommodation for the trips will be provided from the project.
4. Ramadan allowance at the government prevailing rates shall be provided by the Client.
5. Leave entitlement shall be as follows;
  - a. Annual Leave: The Consultant may take up to Thirty (30) working days leave per calendar year upon the completion of the first year.
  - b. Sick Leave: The Consultant may take Thirty (30) days of paid sick leave.
    - (i) The Consultant is allowed to take 30 days sick leave with medical certificate specifying the nature of the illness and recommended duration of sick leave by a licensed medical practitioner is to be submitted on the first day back at work.
    - (ii) Notwithstanding the above, the Consultant is allowed to take 15 days' sick leave without medical certificate and can be taken for two consecutive days.
  - c. Family Responsibility Leave: The Consultant may take Ten (10) days of paid leave in a year to attend important obligations such as tending family members during illness.
  - d. Other leaves: The Consultant is entitled to leaves as per the Maldives Employment Act (*Law no. 2/2008*).
  - e. Unpaid Leave: The Consultant will not be paid for leave(s) that exceed the maximum allowed and the Client may terminate the contract if the unpaid leave exceeds more than Thirty (30) working days.

## **J. APPLICATION**

Interested applicants may submit their proposal in a sealed envelope indicating the following:

1. Letter of Expression of Interest (EOI)
2. Copy of National Identification Card
3. Attested copies of Educational Certificates (copies taken from with original accredited certificates)
4. A CV that demonstrates that the applicant is qualified to perform the services (including a description of similar assignments, experience in similar conditions, availability of appropriate skills etc.)
5. Reference Letters from current/previous employers.

## **K. SUBMISSION**

Interested candidates may submit their proposals on or before the time provided in the advertisement to the following address:

Infrastructure Department,  
Ministry of National Planning, Housing and Infrastructure,  
Ameenee Magu, Maafannu Male', 20392,  
Republic of Maldives.  
Email: [tenders@planning.gov.mv](mailto:tenders@planning.gov.mv)