



Ministry of Economic Development
Male',
Republic of Maldives

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REQUEST FOR PROPOSAL

Legal Services for drafting Consumer Protection Bill and relevant regulations

I. GENERAL INFORMATION.

A. Purpose

This request for proposal (RFP) is to contract for legal services to be provided to Ministry of Economic Development from 1st January 2018 to 30th January 2019.

B. Who May Apply

Only registered law firms with lawyers who hold a current license to practice law in the Maldives may respond to this RFP.

C. Instructions on Proposal Submission

1. Closing Submission Date. Proposals must be submitted no later than 12.00hrs of Tuesday, 25th December 2018

2. Inquiries. Inquiries concerning this RFP should be sent by e-mailed to: ahmed.migdhad@trade.mv

3. Conditions of Proposal. All costs incurred in the preparation of a proposal responding to this RFP will be the responsibility of the applicant and will not be reimbursed by Ministry of Economic Development, (hereinafter referred to as Ministry).

4. Instructions to Prospective Contractors

It is important that the applicant's proposal be submitted in a sealed envelope clearly marked in the lower left-hand corner with the following information:

Request for Proposal: Draft Consumer Protection Bill & Relevant Regulations

12.00hrs of Tuesday, 25th December 2018

All proposals shall be sealed.

Failure to do so may result in premature disclosure of your proposal. It is the responsibility of the Applicant to ensure that the proposal is received by the Ministry, by the date and time specified above. Late proposals will not be considered.

5. Right to Reject. Ministry reserves the right to reject any and all proposals received in response to this RFP. A contract for the accepted proposal will be drafted based upon the factors described in this RFP.

6. Notification of Award. It is expected that a decision selecting the successful Firm will be made within one (1) week following the closing date for the receipt of proposals. Upon conclusion of final



negotiations with the successful Firm, all Applicants submitting proposals in response to this Request for Proposal will be informed, in writing, of the name of the successful firm.

It is expected that the contract shall complete the Tasks mentioned in the RFP within the period specified in the RFP

II. SCOPE OF SERVICES.

The Applicant shall be readily available to perform the following legal services, as requested by the Ministry:

1. Draft a Concept Paper on the framework for protecting consumer rights in business transactions
2. Draft Consumer Protection Bill Draft relevant regulations
3. Facilitate public consultation and stakeholder discussion workshops

All deliverables shall be in Divehi Language.

III. PROPOSAL CONTENTS.

The Applicant, in its proposal, shall, as a minimum, include the following;

- A. **Drafting Experience.** The Applicant should describe its legal drafting experience, including the names, addresses, contact persons, and telephone numbers of at least three clients, preferably including clients similar to the Ministry.

Experience should include the following categories:

1. Experience in drafting laws and regulations
2. Experience in advising clients conducting similar tasks

- B. **Organization, Size, Structure, and Areas of Practice.**

- C. **Lawyer's Qualifications.** The Applicant should have experience in one of the following areas:

- 1- Consumer Law
- 2- Business law
- 3- Financial Services Law
- 4- International Trade Law
- 5- Contract Law

The Applicant should describe the qualifications of lawyer or lawyers to be assigned to the representation. Descriptions should include:

1. Professional and education background of each lawyer.
- 2.
3. Prior experience of the individual lawyer's with respect to the required experience listed above. Only include resumes of lawyers likely to be assigned to the representation. Education, position in firm, years and types of experience, and continuing professional education will be considered.



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D. **Price.** The Applicants proposed price should include a lump sum amount to complete the tasks mentioned in the scope

IV. PROPOSAL EVALUATION

Evaluation Procedure and Criteria. Ministries Bid evaluation Committee will review proposals and make recommendations to Tender Agency Committee of the Ministry for final approval. The Bid Evaluation Committee may request a meeting with some qualified Applicants prior to final selection. Proposals will be reviewed in accordance with the following criteria:

1. Proposed approach to scope of work – 15 Marks
2. Level of experience of the individual(s) identified to work on this matter- 25 Marks
3. The Applicants experience with similar clients and legal matters- 25 Marks
4. Response from references- 5 Marks
5. Cost – 30 Marks

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