



**Ministry of Climate Change, Environment and Energy**  
Republic of Maldives

**ACCELERATING RENEWABLE ENERGY INTEGRATION AND  
SUSTAINING ENERGY (ARISE) PROJECT**

**Terms of Reference for Procurement Specialist**

**A. COUNTRY AND PROJECT OVERVIEW**

The Republic of Maldives is a South Asian Island country, located southwest of Sri Lanka and India. It is comprised of 1,192 coral islands grouped into 26 geographical atolls, spreading over an area of 115,300 km<sup>2</sup> and occupying a total land area of 224 km<sup>2</sup>. Maldives is recognized as an upper middle-income economy by the World Bank, with a GDP growth rate of 7.6% in 2018.

Out of the total 1,192 islands, 187 are inhabited, 123 are self-contained tourist resorts and 128 are used for other industrial and commercial activities. The current population of Maldives is 543,088. The dispersed nature of the islands requires each island to have a separate power generation and distribution system. The powerhouses are operated mainly by three utility companies namely, State Electric Company Limited (STELCO), FENAKA Corporation Ltd. (FENAKA) and Male' Water and Sewerage Company Pvt. Ltd. (MWSC) and local island councils.

Maldives achieved universal access to electricity in 2008, with 24 hours electricity service in all inhabited islands and resorts in the country. However, with no conventional fuel source, the country relies on imported diesel for electricity production and is seeking to overcome its economic and environmental burdens by adopting to renewable based power generation methods, specifically solar PV.

Renewable energy supportive policies and programs of the Maldivian Government has set PV growth on an upward trend over the past decade. The installed solar PV capacity has reached 21.52 MW in 2019 from 1.64MW in 2009. The National Strategic Action Plan (2019-2023) (SAP) sets targets to further increase the share of renewable energy by 20% compared to 2018 levels and in order to meet this target and beyond, the Ministry of Environment, Climate Change and Technology aims to increase the share of renewable energy to 70% of the national energy mix by 2030. Currently the energy from renewables make only 4% of the national energy mix and significant growth is anticipated for the Maldives energy sector.

Developing renewable energy projects through private sector financing is an attractive way for Maldives to accelerate the development of renewable energy. Support from World Bank Group (WBG) has made tremendous contributions to improve the renewable energy investment climate in Maldives for the private sector. Through technical assistances and financial leverages delivered under the World Bank's Accelerating Sustainable Private Investment in Renewable Energy

(ASPIRE) project (ongoing since December 2014) two rounds of solar PV IPP bids with a total generation capacity of 6.5MW has been completed and PPA tariffs has reduced substantially for these two consecutive bids with the trend expected to continue. Prequalification of eligible bidders for the third phase of ASPIRE is ongoing which includes 11 MW of solar PV installations across various islands.

The current RE targets for Maldives require a high penetration of Variable Renewable Energy (VRE) in the island grids, thus modernizing and upgrading of the existing grid infrastructures are needed along with complementing technology options for energy storage. Building on the efforts of the ASPIRE initiative, during December 2020 WB has approved a second project, i.e. Accelerating Renewable Energy Integration and Sustainable Energy (ARISE) project to further accelerate the energy transition occurring in Maldives and support a sustainable post COVID-19 recovery.

The development objective of the ARISE project is to increase the generation capacity from renewable energy sources and facilitate the integration of VRE in the mini grids of Maldives islands. The ARISE project includes a target of bringing in 36 MW new solar PV installations with an estimated cumulative 50MWh of Battery Energy Storage Systems (BESS), and grid infrastructure upgrades.

The ongoing ASPIRE Project which now targets and additional 11MW (a cumulative total of 17.5MW) currently is running in parallel with the ARISE project. Both projects will complement each other component wise and also sharing of resources to achieve the target of both projects to enable implementation cost reduction and facilitating implementation efficiencies. Thus, both ASPIRE and ARISE project will be managed by the same Project Management Unit, who will oversee and manage all the activities under the two projects.

## **B. OBJECTIVE OF THE ASSIGNMENT**

The objective of this assignment is to support the procurement activities being undertaken for the ASPIRE & ARISE project with the responsibility of ensuring compliance with the World Bank Procurement Regulations.

## **C. SCOPE OF SERVICES**

*The main roles and responsibilities of the Procurement Specialist will include but is not limited to the following:*

1. Assist the PMU in monitoring the procurement activities for the project;
2. Liaise and provide assistance to the Senior Energy Specialist, Project Manager and Financial Management Specialist to align review key documents including procurement strategies, cost tables, procurement plans.
3. Advice PMU on World Bank Procurement Regulations and provide inputs for review and updating of Project Operations Manual;
4. Develop and review project procurement plan for goods, works, non-consulting and consulting services managed by the PMU and update the plan as and when needed (at least bi-annually), in-coordination with the PMU;

5. Preparation of Pre-Qualification Documents (PQD), Initial Selection Documents (ISD), Request for Quotations (RFQ), Request for Bids (RFB), Request for Proposals (RFP), Request for Expressions of Interest (REOI), evaluation criteria, evaluation reports, contracts and other documents concerning procurement of goods, works, non-consulting and consulting services related to the project;
6. Provide support for various procurement of goods, works, non-consulting and consulting services related evaluation committees;
7. Coordinate with the PMU technical staff to ensure that the appropriate technical inputs and employer's requirements are incorporated into all of the procurement documents throughout the project;
8. Closely monitor procurement activities in reference to the timeline and milestones laid out in the Procurement Plan as well as the procurement approval process of the Maldives government and coordinate with the PMU to address any deferral of activities.;
9. Assist and coordinate with the Project Manager, fiduciary staff, and monitoring staff of PMU in developing and review of Annual Workplans to be submitted to the donors.
10. Assist Financial Specialist in preparing short-term forecasts, in line with annual workplans;
11. Work with the Financial Specialist to ensure the financial data management is coordinated with the physical progress of the project components;
12. Ensure development of appropriate internal procurement policies and procedures for the project in line with World Bank Regulations, Ministry of Finance Regulations and Government of Maldives rules and regulations. In addition, ensure adherence to these policies and procedures;
13. Ensure proper record keeping of all project procurement related official documentation;
14. Assist PMU in contract management. Ensure adherence to service standards;
15. Provide any other related support services as may be necessary for effective deliver of the project activities in a timely manner.

#### **D. REPORTING**

The Consultant is expected to work as part of the PMU and work closely with the Ministry, ASPIRE/ARISE PMU, Utility Companies, and other stakeholders in all project related matters and will work under the guidance and report directly to the Senior Energy Specialist & Project Manager, or any designate during the course of the assignment, and provide support to the PMU in implementation of project activities. The Consultant will also be required to submit monthly report and timesheets, which describes the work done during the month and the corresponding invoice to claim for payment.

#### **E. KEY QUALIFICATIONS AND EXPERIENCE**

- Minimum a Master's Degree in Procurement Management (or related a related field such as Supply Chain Management, Business Administration, Logistics and Transportation and Finance and Accounting); and

- Minimum 7 (seven) year's general work experience with 3 (three) year's specific experience in procurement related field.

**OR**

- Minimum a Bachelor's Degree in Procurement Management (or related a related field such as Supply Chain Management, Business Administration, Logistics and Transportation and Finance and Accounting); and
- Minimum 10 (ten) year's general work experience with 5 (five) year's specific experience in procurement related field.

***In addition, the following shall be considered:***

- Work experience in donor-funded activities/projects in Maldives will be considered as an added advantage;
- Experience in similar assignments related to above Scope of Work will be considered as an added advantage;
- Experience in working with FIDIC contracts will be considered as an added advantage;
- User level competency for QuickBooks accounting software will be considered as an added advantage;
- Strong communication skills and ability to present, coordinate and resolve difficult issues;
- Demonstrate professional working proficiency for English and Dhivehi language;
- Computer literate in general office software, and specific software/applications status quo within the market;
- Ability to work efficiently and effectively in a multidisciplinary team and willingness to work in a team environment;
- Reputation of integrity and impartiality routed independent from third parties;
- Think objectively, task driven and problem-solving mindset;
- Be flexible to emerging or changing conditions and undertake initiative in the candidate's broad field of action; and
- Willingness to work for extended periods without direct supervision.

**F. SCHEDULE FOR THE ASSIGNMENT**

The duration of the assignment is initially for **12 months** from the commencement of the consultancy with potential of 12 additional months extension based on performance and need. The selected candidate will have to fulfill the requirement for 3 months' probation.

The Consultant should report to office work on weekdays from 08:00AM to 02:00PM, other than public holidays. Depending on the workload Consultant may need to spend time beyond official hours to complete tasks in a timely manner as per the scope of work.

## **G. SERVICES & FACILITIES TO BE PROVIDED BY THE CLIENT**

The Client shall make available to the Consultant office space and other facilities such as a personal computer and a dedicated workstation at the Client's office.

## **H. REMUNERATION & LEAVES ENTITLEMENTS**

Successful candidate will be paid a monthly remuneration within the range of **MVR 27,800.00 to MVR 38,600.00** (Basic Salary 60% and Allowances 40%) depending on qualifications and experience. The monthly pay shall be subject to deduction for pension and/or any other statutory requirement as may be applicable.

Ramadan allowance shall be compensated at the government prevailing rates. Local transport for official travel between Male', inter-atolls, inter-islands, food, and accommodations for the trips will be provided from the project.

Leave entitlement shall be as per ARISE Project Labour Management Procedures (LMP).

<https://www.environment.gov.mv/v2/wp-content/files/2020/downloads/20200311-pub-labour-management-procedures-arise-project.pdf>

Remuneration may be adjusted based on performance review.

## **I. CONFLICT OF INTEREST & CONFIDENTIALITY**

The Consultant shall hold the interests of the Client paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests or third-party interests. Furthermore, the Consultant shall ensure confidentiality of information handled during the assignment. As such, avoidance of conflict of interest and confidentiality shall be ensured and sustained during and beyond the contract duration.

## **J. PROPRIETARY RIGHTS OF THE CLIENT**

All reports and relevant data and information such as procurement documents, maps, diagrams, plans, databases, other documents and software, supporting records or material compiled or prepared by the Consultant for the Client in the course of the Services under this ToR shall be confidential and become and remain the absolute property of the Client. The Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents to the Client, together with a detailed inventory thereof. The Consultant may retain a copy of such documents, data and/or software but shall not use the same for purposes unrelated to this Contract without prior written approval of the Client, during and beyond the contract duration.

**L. EVALUATION**

Evaluation will be based on the following point scheme. Contract will be awarded to the substantially responsive applicant with highest score above the 70% pass marks.

<b>No.</b>	<b>Criteria</b>	<b>Points</b>
1	Key Qualification	40
2	Key Experience	45
3	Meets added advantage requirement(s)	15
<b>Total Points</b>		<b>100</b>

***Submission Requirements:***

In the Expression of Interest, the applicants should submit the following documentation to demonstrate their eligibility for the consultancy.

1. Cover Letter for Expression of Interest in English language;
  2. CV including information that demonstrates that the applicant is qualified to undertake the scope of work;
  3. Attested copies of academic certificates;
  4. Copy of experience/reference letters from current and/or previous client/employers; and
  5. Copy of Maldives National Identity Card.
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