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TERMS OF REFERENCE

URBAN PLANNING AND DESIGN DEVELOPMENT CONSULTANCY

1. BACKGROUND

The Fuvahmulah City Council is seeking a collaborative partnership with a design consultancy firm that shared a mutual commitment to ensuring the sustainable development of the Fuvahmulah City and its community.

Following the enactment of the Decentralization Act within the Maldives, local city councils have been vested with the authority to lead the development of their respective cities. While legislative provisions mandate the formulation of a land use plan, it is recognized that urban planning and development constitute an ongoing and continually evolving process demanding specialized skills and technical expertise.

The Fuvahmulah City Council is pursuing a streamlined and effective approach that provides the council extended access to professional services. Through this process, we aim to facilitate the realization of progressive, sustainable, and people-centric urban development.

2. OBJECTIVES

The primary objectives of this collaborative initiative are as follows:

1. Developing practical and lasting solutions for urban challenges
2. Provide architectural and urban design solutions that enhance livability, functionality, and aesthetics of urban areas.
3. Advancing urban development projects based on input from the public while ensuring compliance with the laws, regulations, international standards, and best practices.
4. Develop sustainable urban development strategies that promote economic growth, social equity, and environmental sustainability.
5. Create master plans outlining zoning regulations, land use policies, transportation networks, and public spaces enhancement.
6. Acquiring data and using new technologies to support informed decision-making.

3. SCOPE OF WORK

At the outset, the Consultant Team shall discuss the requirements outlined in this ToR, including expectations of and possible constraints for efficient collaboration. The outcome of these discussions shall form the basis for the preparation of the detailed scope of work, deliverables, and timeline.

4. DELIVERABLES

4.1 To be Delivered at the Monthly Retainer Cost

The following elements are among the expected deliverables under this component.

4.1.1 Land use plan

- Site analysis and assessment report
- Topographic survey and drone mapping
- Socio-economic survey
- Conceptual land use plan
- Public consultation
- Final land use plan and report

4.1.2 Geographic Information Systems

- Development of GIS Maps and Tables
- Application Trainings

4.1.3 Planning and Development Guidelines

- Setback plans
- Building height plan
- Planning Guideline

4.1.4 Masterplan for 25 hectares

- Urban plan
- Heritage mapping
- Road network design
- Disaster risks & Hazard mapping

4.1.5 Concept Design / Landscaping (hardscape and softscape) / Interior Design for 93,000 Square Meters

- Concept brief (PDF)
- Location plan (PDF and CAD)
- Site plan showing the surrounding context (PDF and CAD)
- Floor plans and elevations (PDF and CAD)
- Schematic Diagram of the proposed plan (PDF)
- Mood board (PDF)
- Interior and exterior perspective images where relevant (PDF)
- 3D views (Sketchup and PDF)

In addition to the above, the consultancy should include preliminary meetings and discussions, visioning & conceptualization for urban planning and design problems.

4.2 To be compensated based on the quantity of work accomplished

The following elements are among the expected deliverables under this component.

4.2.1 Landscaping Design, Concept Design and Interior Design (exceeding 93,000 square meters)

- Concept brief (PDF)
- Location plan (PDF and CAD)
- Site plan showing the surrounding context (PDF and CAD)
- Floor plans and elevations (PDF and CAD)
- Schematic Diagram of the proposed plan (PDF)
- Mood board (PDF)
- Interior and exterior perspective images where relevant (PDF)
- 3D views (Sketchup and PDF)
- Developing design concepts and presenting them for feedback and approval.
- Iterative design revisions based on feedback received.
- Providing final design deliverables in specified formats and resolutions.

4.2.2 BOQ Developments

- Developing Measurement units, quantity, cost per unit, workmanship amount and the total cost per item.

5. TIMELINE

The proposed timeline for the consultancy project is as follows:

- Initial assessment and data gathering: [tentative duration]
- Stakeholder engagement and public consultations: [tentative duration]
- Development of urban development strategy and master plan: [tentative duration]
- Finalization and presentation of deliverables: [tentative duration]

6. DURATION

The minimum duration of engagement will be 12 calendar months, with the possibility to extend the agreement.

7. COMMUNICATION AND REPORTING

Regular communication will be maintained via email and Physical/virtual meetings. Progress reports and design presentations will be scheduled as weekly updates or monthly presentations

8. QUALIFICATIONS & EXPERIENCE

The Consultant Team is comprised of multi-disciplinary professionals and technical personnel registered in the regulatory bodies of their respective fields.

Designation	Qualification	Points
Team Leader (1)	Master of Urban Design and/or Planning, with registered urban planner at MNPHI	5
Urban Planner	Minimum 5 years of professional work experience	10
Land surveyor and hydrographer	Master's Degree in Surveying/Spatial Sciences or similar and registered land and hydrographic surveyor at MLSA	5
	Minimum 5 years of professional work experience	10
Environmental Specialist	Masters in Environmental Science or similar	5
	Minimum 5 years of professional work experience	10
Architect	Degree in Architecture or similar and registered as Licensed Architect	5
	Minimum 5 years of professional work experience	10
Engineer	Degree in civil engineering or similar and registered as licensed Engineer	5
	Minimum 5 years of professional work experience	10
Total		75

- The team leader shall be a registered urban planner with experience working in similar local context
- There shall be at least one registered surveyor and EIA consultant in the team.
- The team should have a minimum of 10 LUP's approved according to the recent amendment to the decentralization act.
- All work experience of key personnel is supported by proper work completion certificates and degree certificates.

9. TERMS AND CONDITION

- Confidentiality: Both parties agree to maintain confidentiality regarding sensitive information shared during the project.
- Intellectual Property: All deliverables produced by the consultancy firm will be the intellectual property of fuvahmulah city council upon full payment.
- Termination: Either party may terminate the contract within 60 days' notice in writing, citing valid reasons for termination.