



Terms of Reference

Consultancy on Institutional Assessment of the Anti-Corruption Commission (ACC) of Maldives

Title: Consultancy on Institutional Assessment of the Anti-Corruption Commission (ACC)

Type of Contract: Individual or Consulting Firm

Estimated Duration: 2 Months

Location: Male' City / Maldives

Languages Required: Fluency in English and Dhivehi

1. Background of ACC

The Anti-Corruption Commission, formed as per Article 199 (a) of the Constitution and ratified by Act No (13/2008) Anti-Corruption Commission Act, was established as of 16th Oct 2008 as an impartial and independent body entrusted to combat, prevent, and prohibit corruption in the Maldives.

The Commission has implemented significant structural changes to enhance its operational efficiency and effectiveness in fulfilling its mandated duties. Recognizing the need to adapt to an increasingly complex and dynamic environment, the Commission introduced new functions within its structure to fulfill its mission effectively which includes international relations, policy, forensic analysis, and intelligence operations.

The Commission's functions are guided by the Anti-Corruption Commission Act. In addition to the mandated investigative work, this vested the Commission with power to execute prevention and prohibition of Corruption in the Maldives. It also requires the Commission to formulate other necessary regulations to uphold the function of the Commission.

Thorough and multi-faceted evaluations of the Commission have been conducted to assess its performance and competence. These evaluations examined various aspects of the Commission's operations, providing a holistic view of its effectiveness and areas for improvement. In 2020, the Auditor General's Office conducted a performance audit of the Commission as part of the INTOSAI Development Initiative's (IDI) SAI Fighting Corruption Program cooperative audit. Moreover, an assessment of the Commission was done in 2016 by Transparency Maldives. An institutional assessment of the Commission was also done in 2014 by UNODC and International Federation for Electoral System (IFES) respectively. Additionally, ACC was also reviewed in National Integrity Assessment of 2014 by Transparency Maldives.

2. Background and Context of the Assessment

This assessment will provide an independent evaluation of the Anti-Corruption Commission of Maldives at an organizational level. It will analyze the Commission's current capacity, assets, and needs based on international best practices in anti-corruption. The insights gained will assist in formulating future strategies to achieve the desired outcomes.

Given the available resources and pressing challenges, it is imperative for the Commission to conduct a thorough evaluation of its strengths and weaknesses. With the successful implementation of its third strategic action plan (2020-2024), the Commission now requires a comprehensive review to enhance its functionality further. This review will help articulate innovative and holistic strategies to overcome past challenges and drive future improvements and guide the formulation of the next strategic plan of the Commission.

Thus, the Anti-Corruption Commission is seeking consultancy on conducting a review of Commission's structure, performance, functionality and needs for growth.

3. Purpose and Scope

The objective of this assessment is to review the institutional and operational approaches of the Commission in performing its functions within the existing legal framework and to identify areas to improve and reform as per the international practice on anti-corruption.

As such the following areas shall be examined in the assessment:

- i. Outline the strengths and weaknesses of Commission's organizational, strategic and managerial structures and processes;
- ii. Evaluate the level of Commission's organizational skills and the capacity of each Section/Unit to support the operational system.
- iii. Evaluate the institutional coordination within communication and with external stakeholders.
- iv. Facilitate the identification and assessment of significant risks which may affect Commission's organizational performance today and in the future. This will cover the full spectrum of risks such as strategic risks, reputational risk, regulatory compliance risks, financial risks, technology and systems risk, and human resource management risks and security risk;
- v. Rank or evaluate the risks; - Propose suitable risk mitigation measures;
- vi. Document the identified risks in a risk register; and
- vii. Examine the works of the Commission regarding external stakeholders and outline areas for improvement
- viii. Analysis of the existing corruption prevention mechanism of the Commission and develop policy recommendations to reform or strengthen it in relation to the international best practices

4. Key Deliverables

- a. An inception report including a work plan, detailed methodology, report format, timeline to be submitted within 14 days (about 2 weeks) from the commencement of the Assessment.
- b. Submission of a consolidated report including findings of assessment on organizational review on structure, performance, functionality and recommendations on way-forward, including priority areas for the strategy.
- c. Deliver a presentation on the findings of the assessment and the research.

5. Conflict of Interest declaration

Any party submitting to the tender must make a formal (written) Declaration of Conflict of Interest in the event of any such existence. This involves having a close relative or a close associate working in the Anti-Corruption Commission.

6. Institutional Arrangement

The Commission's Director of Prevention will supervise the work of the Consultant. The Commission will provide all necessary background documents and support the Consultant in organizing meetings and activities with the stakeholders and any other party required.

7. Time Frame

The duration of the Consultancy is 02 (two) months from the contract signing date.

8. Desired Skills and Experience

- Master's degree in a social science related field
- Proven expertise pertaining to conduct organizational review with a particularly strong knowledge about the country's corruption context.
- Ability to research, analyses, and synthesize information.
- Familiarity with quantitative and qualitative survey methodologies.
- Ability to clearly and concisely express ideas and concepts in both written and oral form.
- Excellent spoken and written English and Dhivehi.

9. Terms and Condition

The final deliverables will be a product of the Anti-Corruption Commission of Maldives, though required credit and reference will be given to the Consultant.

10. Eligible Applicants

This call for proposal is open to local individuals or firms. Proposals submitted by firms will be assessed based on the profile of the firm and its Key Consultants as an individual applicant.

11. Application procedure

Interested and qualified applicants should submit their applications (in English) on the Bid Opening meeting on Anti-Corruption Commission's' Conference Hall on **13th August 2024, 10:00** with the following documents;

- (a) Cover Letter
- (b) Detailed Curriculum Vitae(s) and Portfolio
- (c) Technical Proposal (submit in separately sealed and closed envelope)
- (d) Financial proposal along with detail timeline and percentage allocated for each deliverable (submit in separately sealed and closed envelope)
 - Percentage allocated for each deliverable:
 1. Inception report 15%
 2. Consolidated report 75%
 3. Presentation 10%
- (e) Business registration certificate copy (for firms)
- (f) Tax clearance report (for firms) (within last 3 months)
- (g) GST registration certificate copy (for those required to pay GST)
- (h) Reference Letter(s) – minimum 03 (from similar consultancies undertaken)

- Note:

1. Documents mentioned from (a) to (g) must be submitted along with the proposal.

If not, the proposal will be rejected in the evaluation process.

2. The page numbers and total number of pages should be indicated on each page of the proposal.

12. Evaluation Criteria

Technical Evaluation	40%
Financial Evaluation	60%
	100%

Technical Evaluation 40%	
Experience	20%
Qualification	10%
Interview	10%

Criteria for Evaluation			
#	Adequacy and the competence of key personnel proposed for the Project	Points	Score
Section 1. TECHNICAL EVALUATION 40%			
To qualify the candidate, must obtain a minimum of 50% out of the total allocated to this section.			
1	Experience 20%		
This section will be assessed based on submitted documents that indicate experience.			
2.1	Anti-corruption knowledge based on research, reports, strategic planning, monitoring & evaluation and analysis. (5%) - No. of references. No. of strategic plans developed (10%) - No. of strategic plans	20%	

	<ul style="list-style-type: none">- Provide examples of strategic plans developed. <p>Experience in working with other government organizations and stakeholders in strategic consultancy field (5%)</p> <ul style="list-style-type: none">- Reference Letters <p>Marks will be given based on the valid submission of references.</p>		
3	Qualification 10%		
This section will be assessed based on academic qualifications and certifications.			
	Relevant Postgraduate degree (10%)	10%	
4	Interview 10%		
This section will be assessed based on the interview.			
Section 2. FINANCIAL EVALUATION			
2.1	Financial Proposal 60%		
This section will be assessed based on the Financial Proposal submitted by the Candidate.			
2.3.1	Consultancy Fee/Cost and the budget allocation for the deliverables	60%	
	TOTAL	100%	