

سَرِسَرَه نمبر: (IUL) 203-ADMIN/2019/03

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2019 年 2 月 22 日



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Environmental Protection Agency



Ref No:

Date: 22nd May, 2019

Terms of Reference

Consultancy Services to develop the Technical Specifications and Guidelines for Designing and Building Vacuum Sewer Systems in the Maldives

1. INTRODUCTION

As the number of the sewer systems established in the Maldives is increasing year by year, the need for proper technical specifications and guidelines is of the utmost importance. Therefore, the Environmental Protection Agency (EPA) of the Maldives intends to procure the services of an **INDIVIDUAL CONSULTANT** for the technical assistance and support in developing the Technical Specifications and Guidelines for Designing and Building Vacuum Sewer Systems in the Maldives.

2. OBJECTIVES

The objective of this consultancy is to develop the Technical Specifications and Guidelines (in English and Dhivehi) for Designing and Building Vacuum Sewer Systems in the Maldives, appropriate to Maldives context which will be used as a reference in future sewerage projects.

3. SCOPE OF WORKS

The tasks to be undertaken by the Consultant under this Terms of Reference are to be undertaken in close collaboration with the Environmental Protection Agency and relevant stakeholders as necessary, and include but are not necessarily limited to the following:

1. Preliminary investigation

- Conduct a literature review of vacuum sewer systems technical specifications and guidelines used in the developing countries, particularly in Small Island Developing States (SIDs), that is appropriate in the context of Maldives.
- Conduct stakeholder consultations with relevant agencies such as but not limited to Ministry of Environment, Ministry of National Planning and Infrastructure, Ministry of Tourism, FENAKA, STELCO and MWSC, Private Design Consultancy Firms, Private Contractors.
- Conduct presentation of the finding and proposal of the development of the technical specifications and guidelines to be prepared.

2. Develop the ENGLISH Draft of the Technical Specifications and Guidelines for Designing and Building of Vacuum Sewer System in Maldives.
3. Conduct Stakeholder Workshop for Review and Input by the relevant stakeholders.
4. Develop Final of the Technical Specifications and Guidelines for Designing and Building of Vacuum Sewer System in Maldives.

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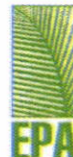
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4. QUALIFICATIONS AND EXPERIENCE

To be eligible for this assignment, the individual consultant must demonstrate past experience in performing the services (description of the similar assignment, experience in similar conditions, availability of appropriate skills, etc.).

Educational Qualification:

A. Engineer – BSc. In Civil or Environmental Engineering.

Work Experience

- Minimum 05 years of work experience in the relevant area.
- Experience in report writing, preparation of guidelines or relevant doc will be taken as an added advantage
- Preference will be given to a person having experience of working in Maldives
- Proficiency in Microsoft Excel and Word and Internet Research

5. Deliverables

	MAJOR TASKS	DETAILS	END PRODUCT
1.	Preliminary Literature Review and Draft Technical Specification and Guideline Document	Findings and Proposal of Literature review conduct of the assignment in relation to Maldivian context and development of draft technical specifications and guidelines	Preliminary Literature Review Report Draft Technical Specification and Guidelines (1 Hard and 1 Soft Copy)
3	Final Technical Specification and Guideline Document	Conduct Stakeholder meeting for Review and Input by the relevant stakeholders. Develop Final of the Technical Specifications and Guidelines for Designing and Building of Vacuum Sewer System in Maldives.	Final of the Technical Specifications and Guidelines for Designing and Building of Vacuum Sewer System in Maldives. (1 Hard and 1 Soft Copy)



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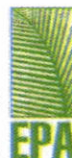
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5. EVALUATION CRITERIA

	Points
(i) Adequacy of the proposed methodology and Monitoring Plan in responding to the Technical Requirement:	[20]
a) Technical approach and methodology	[10]
b) Work plan	[10]
(ii) Key professional staff qualifications and competence:	[30]
a) Education Qualification	[20]
b) Work Experience	[10]
(ii) Financial Proposal:	[50]
The formula for determining the financial scores is the following: $S_f = 100 \times F_m / F$, in which S_f is the financial score, F_m is the <u>lowest price</u> and F the price of the proposal under consideration.	

Total technical score (s): 100

7. PAYMENT SCHEDULE

The payment will be released as follows

- 50% upon submission and acceptance of Literature Review Report and draft completion of the guideline
- 50% upon submission and acceptance of final technical specification and guideline

8. SERVICES PROVIDED BY THE CLIENT

Environmental Protection Agency will provide necessary information and materials available at the Agency for the fulfillment of the tasks and will facilitate the necessary meetings if any are required.

A. SCHEDULE FOR THE ASSIGNMENT

Duration of the assignment is 90 days from the commencement of the works.



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