

TERMS OF REFERENCE

FOR

Establishment of Permanent Survey Mark (PSM)

for the
K. Thilafushi Port

Document Reference	TOR/Thilafushi/PSM/2026/001
Project Location	K. Thilafushi, Kaafu Atoll, Republic of Maldives
Issuing Authority	Maldives Ports Limited (MPL)
Classification	Tender Document — For Proposals

1. Project Background

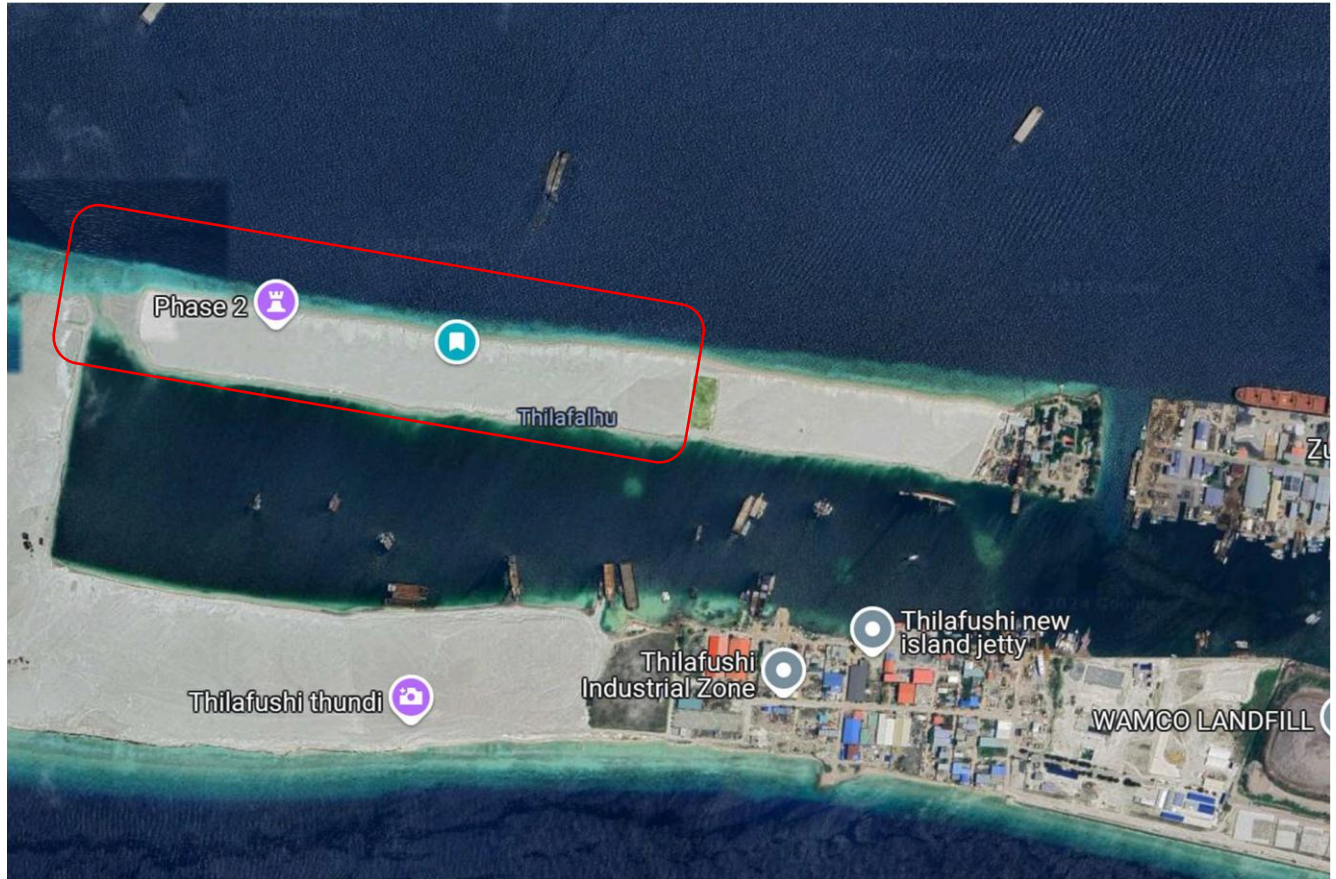
1.1 Overview

This Terms of Reference (ToR) is for the engagement of a surveying party to carry out the establishment of two (2) Permanent Survey Mark (PSM) on K. Thilafushi, in support of the Development of K. Thilafushi Port. The survey works shall be carried out in full accordance with the Control Survey Guideline (as of October 2015) issued by the Maldives Land and Survey Authority (MLSA), Ministry of Infrastructure, Housing and Urban Development, and shall be subject to MLSA review, verification and registration.

The surveying party shall work under the direct supervision of a Surveyor registered by the Ministry of Housing and Infrastructure and shall establish the PSM to meet MLSA's accuracy, monumentation and reporting requirements.

1.3 Project Location

The project site is located on K. Thilafushi, Kaafu Atoll, approximately 10 kilometres west of Malé (4°11'17.9"N 73°25'23.9"E).



2. Scope of Work

The scope of this assignment comprises the establishment of two (2) PSM at K. Thilafushi, at a location to be approved by MLSA.

2.1 Pre-Survey / Approvals

1. Submit a PSM Request Form to MLSA to obtain the Station Point Number for each proposed Control Station prior to establishment.
2. Obtain MLSA approval for the proposed PSM location before establishment.

2.2 Monument Construction

1. Construct the PSM to the Monument Type A specification (poured-in-place concrete monument with a 12 mm stainless-steel rod/bar, 1.5 m long, as the mark), unless an existing stable structure or solid rock is used in its place, in which case a stainless steel or brass survey mark shall be fixed directly to that structure.

2. In urban / built-up areas, bury the monument so that its top sits approximately 75 mm below ground surface; in rural / open areas, leave the top 150 mm above ground surface.
3. Use concrete proportioned at approximately 1 bag cement: 2 bags sand : 3 bags aggregate per monument, or equivalent mix as specified in the Guideline.
4. Engrave and fix a stainless-steel name plate (100 mm × 50 mm) on the monument, showing the following details
 - a) “NATIONAL SURVEY MARK”,
 - b) the PSM number issued by MLSA,
 - c) “DO NOT DISTURB”
 - d) MLSA website.
5. Where a monument is fully buried, fix the name plate to a suitable permanent object nearby and record its location in the site sketch and control point description.

2.3 Observation and Positioning

1. Use dual- or single-frequency high-precision GNSS receivers for all observations.
2. Determine the horizontal coordinates (Easting, Northing) of the PSM relative to the Male’ IGS Station where possible; where relative positioning is not possible, carry out single point localisation for a minimum of six (6) continuous hours.
3. Determine the vertical coordinate (Height) of the PSM relative to Mean Sea Level, established through analysis of local tide observations referenced to the nearest tide gauge prediction provided by the Department of Meteorology.
4. Meet the following accuracy standards in establishing the PSM relative to the Male’ IGS Station or other approved reference station:
 - a. Horizontal control: 0.010 m
 - b. Vertical control: 0.015 m, with closing error not exceeding $\text{Error} = 0.024\sqrt{k}$ metres (k = distance to the reference station in kilometres)
 - c. Observation session length: minimum 30 minutes (static mode)

- d. GDOP at time of observation: less than 4
 - e. Overall standard of accuracy: 1:10,000
 - f. Maximum baseline length from base station: 8 km (single frequency) / 20 km (dual frequency)
5. The PSM shall be established such that it can also serve as a GNSS base station for future survey work at the site.
 6. Carry out post-processing and adjustment of all observed data in accordance with MLSA requirements.

3. Key Technical Standards (Summary)

Parameter	Requirement
Number of PSMs	2
Horizontal control	0.010 m
Vertical control closing	0.015 m; error $\leq 0.024\sqrt{k}$ m (k = km to reference station)
Observation session length	> 30 minutes, static mode
GDOP	< 4
Standard of accuracy	1:10,000
Max. baseline from base station	8 km (single frequency) / 20 km (dual frequency)
Receiver type	Dual or single frequency, high precision GNSS
Monument type	Monument Type A (or existing stable structure / solid rock with SS or brass mark)
Projection / coordinate system	UTM Zone 43N or 43S; Ellipsoid Height and Orthometric Height (MSL)
Name plate	Stainless steel, 100 mm × 50 mm, engraved per MLSA format

4. Deliverables

The surveying party shall submit the following deliverables to MLSA for review, approval and inclusion in the Control Station Data Registry:

No.	Deliverable
1	Permanent Station Mark Request Form(s)
2	Control Survey Report
3	Locality Diagram and Visibility Obstruction Diagram for the PSM
4	Final Map – GNSS control network, labelled marks, 50 m grid, coordinates table, North arrow and scale
5	Final coordinate schedules (Geographic and Projected)
6	Raw GNSS observation data
7	Equipment calibration certificates (where applicable)
8	Original field records (or high-quality copies): sketches, record books, project reports
9	Complete deliverable set

5. Reporting and Communication

- All deliverables shall be Prepared and submitted in the English language. The Executive Summary and Non-Technical Summary should also be provided in Dhivehi.
- The contractor shall designate a single point of contact for all communications with MPL.
- Digital deliverables shall be submitted in both PDF (for final versions) and editable format (Word/Excel) unless otherwise specified.

6. Contractor Qualifications

The contractor engaged for this assignment shall demonstrate the following minimum qualifications:

- The contractor shall be, or shall directly engage as lead surveyor, a Surveyor registered with the Ministry of Housing and Infrastructure (or its successor ministry responsible for land surveying), in accordance with MLSA's Control Survey Guideline.
- A minimum of five (5) years' demonstrable professional experience in GNSS-based geodetic and control surveys, including the establishment of Permanent Station Marks (PSMs) or equivalent survey control monuments.
- Successful completion of at least two (2) comparable control survey assignments within the Maldives in the past five (5) years, with reference contacts and/or completion certificates to be provided with the proposal.
- Ownership of, or verified access to, dual- or single-frequency high-precision GNSS receivers meeting the specifications required under this TOR, together with current equipment calibration certificates.
- A designated survey team comprising, at minimum, the Registered Surveyor and one (1) qualified survey assistant, with CVs to be submitted as part of the proposal.
- A valid business registration / trade license to operate as a surveying or engineering services provider in the Republic of Maldives.
- Capacity to hold professional indemnity and public liability insurance at levels acceptable to MPL, as detailed under General Conditions and Notes.
- Demonstrated familiarity with MLSA's registration, reporting and deliverable requirements, with a track record of control survey reports previously accepted and registered by MLSA.

7. General Conditions and Notes

- All data, reports, and materials produced under this contract shall remain the intellectual property of MPL. The contractor shall not publish or disclose any project information without the prior written consent of MPL.
- The contractor shall comply with all applicable laws and regulations of the Republic of Maldives, including environmental, labor, health and safety, and anti-corruption legislation.
- Any proposed changes to key personnel after contract award require the prior written approval of MPL. Replacement personnel must meet or exceed the qualifications of the original nominee.

- The contractor shall not engage any sub-contractors for material components of the scope without the prior written approval of MPL.
- The contractor shall make available to MPL all raw data collected during this assignment upon request and as part of the final deliverables package.

Evaluation Criteria

1. Price: 60 Points
2. Experience: 20 Points
3. Duration: 20 Points

BID DATASHEET

The following information and requirements related to the Procurement of **Establishment of Two (2) Permanent Survey Marks (PSM) at K. Thilafushi** shall complement, supplement, or amend the provisions contained in the Instructions to Bidders. In the event of any conflict between the Instructions to Bidders, this Data Sheet, and any annexes or references attached hereto, the provisions contained in this Data Sheet shall prevail and govern.

DS No.	Data	Specific Instructions / Requirements
DS 1.	Announcement No	(IUL)113-PD/1/2026/106
DS 2.	Title of Tender:	Establishment of Two (2) Permanent Survey Marks (PSM) at K. Thilafushi.
DS 3.	Country / Region Location:	Male' / Maldives
DS 4.	Period of Bid Validity commencing on the submission date	90 days
DS 5.	Acceptable Currency of Bid	☒ Maldivian Rufiyaa (MVR) ☒ United States Dollar (USD)
DS 6.	Deadline for submitting requests for clarifications/ questions	Date and Time: 9th September 2026 14:00 GMT+5
DS 7.	Contact Details for submitting clarifications/questions	tender@port.mv
DS 8.	Manner of Disseminating Supplemental Information to the RFP and responses/clarifications to queries	☒ Direct communication to prospective Proposers by email
DS 9.	No. of copies of Bids that must be submitted	Original: One (1)
DS 10.	Proposal Submission Address	tender@port.mv
DS 11.	Deadline of Submission	Date and Time: 15th September 2026 14:00 GMT+5
DS 12.	Allowable Manner of Submitting Proposals	☒ Electronic submission of Bid (tender@port.mv)

DS No.	Data	Specific Instructions / Requirements
DS 13.	Date, time and venue for opening of Proposals	Date and Time: 15th September 2026 2:00 PM Maldives Ports Limited, Port Building, Boduthakurufaanu Magu, Male'
DS 14.	Required Documents that must be Submitted to Establish Qualification of Bidders (In "Certified True Copy" form only)	☒ Tender Submission Form ☒ Financial Proposal (Quotation) ☒ Company Profile ☒ Relevant Experience ☒ Technical Compliance Sheet ☒ Technical Datasheets / Product Brochures ☒ GA Drawings ☒ Ownership Documents ☒ Company Registration ☒ Warranty Details ☒ Delivery Schedule ☒ Experience Certificates ☒ Manufacturer's Authorization Letter (where the Bidder is not the OEM) ☒ Operation & Maintenance Manuals ☒ Spare Parts Catalogue ☒ Recommended Spare Parts List ☒ After-Sales Service & Technical Support Details ☒ GST Certificate (If applicable) ☒ Tax Compliance Certificate (if applicable) ☒ Compliance Declarations

Announcement No: (IUL)113-PD/1/2026/106

Bid submission Date: **15th September 2026 14:00 GMT+5**

BID SUBMISSION FORM

Tender Title:

Price:

Amount in Words:

Bid Validity (Days):

Company Name/Name:

Date:

Contact No:

Company Registration No:

Company Seal / Signature

Note:

- ***Without this Bid Submission form your proposal will not be accepted.***
- *Please fill in all the contents in this form.*
- *Please submit a copy of the Company Registration Certificate.*
- *Please submit the declaration of conflict-of-interest form*

CONFLICT OF INTEREST DECLARATION

To: Maldives Ports Limited (MPL)

Announcement No:

Date:

Tender Title: Establishment of Two (2) Permanent Survey Marks (PSM) at K. Thilafushi.

The bidder shall complete and submit this declaration with its bid.

I, the undersigned, being the authorized signatory of **[Insert Company Name]**, hereby declare as follows:

1. Conflict of Interest Disclosure

Does the company, or any of its directors, employees, agents, associates, or representatives, have any actual, potential, or perceived conflict of interest with MPL personnel, other bidders, or any third party involved in this tender?

☐ Yes ☐ No

If "Yes", provide full details below.

Details of Conflict of Interest, if applicable:

[Insert details of any relationship, interest, or circumstance that may create bias, interference, or an unfair advantage in the tender process.]

All financial, non-financial, actual, potential, or perceived conflicts of interest involving any MPL employee, Board Director, bidder, vendor, or related party must be fully disclosed.

Please provide the relevant disclosure details in the table below:

Employee/Director Name	NID No./ Passport Number	Designation & Department	Relationship

2. Commitment to Fairness and Ethical Conduct

1. We undertake to immediately notify Maldives Ports Limited if we become aware of any actual, potential, or perceived conflict of interest.

2. We declare that neither we nor our employees, associates, agents, shareholders, partners, consultants, relatives, or related parties have engaged in any corrupt, fraudulent, coercive, or collusive practice in connection with this bid.

3. We acknowledge MPL's right to inspect all records relating to the preparation of our bid and any resulting contract, whether or not the contract is awarded to us.

4. We confirm that no payments, gifts, inducements, or benefits have been offered, made, or promised by us or our related parties to any person involved in the procurement process on behalf of MPL, the Client, or the Employer.

DECLARATION

We confirm that this declaration is made in good faith and with full understanding of its implications under the applicable laws of the Maldives.

Authorized Signatory

Signed on behalf of: [Bidder Name]

Name: _____

Position: _____

Address: _____

Date: _____

Authorized Representative

Signature: _____

Company Seal, if applicable: _____