



Ministry of National Planning, Housing and Infrastructure

Republic of Maldives

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PROVISION OF WATER SUPPLY, SANITATION AND SOLID WASTE MANAGEMENT PROJECT

ENGINEER (FOR WASTE MANAGEMENT COMPONENT)

TERMS OF REFERENCE

A. PURPOSE

The Government of the Republic of Maldives through Ministry of National Planning, Housing and Infrastructure is implementing “Provision of Water supply, Sanitation and Solid Waste Management Project” financed by OPEC Fund for International Development (OFID) and intends to apply part of the proceeds for the selection of an **Engineer (Local)** to acquire technical support for development and implementation of solid waste management system component of the project administered by Ministry of National Planning, Housing and Infrastructure.

B. BACKGROUND

The Government of the Maldives has received a loan funding from the OPEC Fund for International Development (OFID) towards the improvement of sanitation in selected islands in the Maldives. Hence, the Government has decided to utilize a part of this funding to improve waste management sector targeting Zone One that includes the atolls of North Thiladhunmathi (Haa Alifu), South Thiladhunmathi (Haa Dhaalu) and North Miladhunmadulu (Shaviyani). Consequently, an environmentally sound, economically viable and locally appropriate regional solid waste management system is expected to be established at the end of the project.

Zone One region of the Maldives has a population of 63,000 people, distributed over 41 inhabited islands within three administrative atolls and 4 operational tourist resorts, total waste generation in the region is estimated more than 20 thousand tons annually. In this regard the Government has recognized the urgent need of an improved waste management system in place. Therefore, this project has been formulated in a manner that provides most appropriate solution for small islands.

The project will be implemented at multiple levels as the construction of Island Waste Management Centres (IWMCs) that provides adequate storage and facilitate reducing the volume of waste to be subjected for final disposal through sorting, small scale recycling and composting. A Regional Waste Management Facility (RWMF) will be built on an island selected through a comprehensive feasibility study undertaken for that purpose.

C. OVERALL RESPONSIBILITY

The overall responsibilities of the Engineer include, but not limited to the following:

- (i) Provide advice to the Project Coordinator(s) and Project Director on all technical aspects of the Project;
- (ii) Operational management of the project component in accordance with the Financing Agreements and Operations Manuals of the Project to produce the envisaged outputs;
- (iii) Participate in construction oversight activities for the Projects;
- (iv) Carryout inspection trips to project sites to monitor works and ensure compliance with general requirements of Engineering standards/practices including the environmental issues as applicable to the project;
- (v) Monitoring and evaluating operation performance against the indicators established in the Monitoring and Evaluation Framework and action plans.
- (vi) In collaboration with the Project Team and Stakeholder agencies, ensure all implementation arrangements of activities of the project component are carried out smoothly;
- (vii) Identification and resolution of implementation problems, with the guidance of the Project Team, Project Director.

D. SCOPE OF SERVICES

The work of the Engineer will include the following tasks, among others:

1. Provide overall Coordination/Supervision to the Contractors and/or Consultants and ensure timely delivery of the project outputs in accordance to the contract agreements.
2. Coordinate the activities of the PMU staff handling the project component to ensure the timely delivery of services to the Projects
3. Visit project sites and inspect the civil works of the solid waste management systems projects and give site specific suggestions where necessary
4. Designing, drafting of solid waste management systems in the islands and preparation of necessary documents required for bid documents, contract documents and technical reports.
5. Assist and advice MNPHI in carrying out feasibility assessments and scoping support required for sustainable management of community solid waste management systems.
6. Assist the staff during field surveys and site visits and provide guidance to the staff in carrying out the works effectively.
7. Advice in the tendering process including, procurement and contract negotiations stage and assist in the review/evaluation of project reports and documents.
8. Participate in funding agency review missions / or review carried out by Government of Maldives authorities as required; and participate in committee meetings that may be formed under the project as required;

9. Assist and advice PMU in preparing and revising project activities, financial plans, information/reports such as annual work plan, annual project review reports, project progress reports, bi-annual reports, quarterly reports etc. and other documentation requested by the Government or funding agency for review and/or for presentation.
10. Assist and advice the MNPHI in developing and reviewing proposals, concept and designs pertaining to waste management systems projects and provide necessary comments and suggestions.
11. Undertake capacity building to enhance skills and competencies of MNPHI staff(s) including but not limited to (a) design and evaluation of waste management systems (b) contract negotiations / evaluation (c) preparation of bid / contract documents (d) project management & monitoring and (e) empowering local communities to operate and maintain the systems in sustainable manner.
12. Review the operation and maintenance manuals submitted by the contractors; and provide guidance where necessary in establishing operation and maintenance procedures for waste management systems in consultation with MNPHI and the island communities.
13. Liaise with Projects stakeholders to ensure technical compliance of projects components with Project Approval Documents and Operational standards of regulators and donors.
14. Participate in providing technical input to support island waste management and regional waste management implementation activities. Technical input may include but not necessarily limited to the following activities as may be required from time to time:
 - a) Community mobilization and island waste management planning;
 - b) Procurement of local contractors;
 - c) Island waste management training; and
 - d) Performance monitoring and evaluation.
15. Participate in construction oversight activities during civil works and equipment installations, and maintain regular meetings, maintaining logs and records of the progress, issue of change notices and approval of payments as may be required from time to time;
16. Participate in monitoring and evaluation for the contracts issued for projects managed by PMU including but not limited to the following:
 - a) Implementation schedules and budget;
 - b) The performance of the component against the component objectives;
17. If required to provide technical input for projects under water supply and sewerage systems component of the project.
18. Undertake other technical tasks as and when required by the MNPHI

E. QUALIFICATION AND EXPERIENCE

1. Minimum undergraduate degree or higher in civil/environmental engineering or related to the field of assignment.
2. Must have professional work experience of at least 5 (five) years as an Engineer.
3. Previous experience working on projects financed by Donor agencies will be an added advantage.
4. Should possess sound knowledge of computer aided design software/applications
5. Should have strong leadership, management and communication skills in presenting, discussing and resolving difficult issues and have ability to work efficiently and effectively with a multidisciplinary team.

The successful individual must be willing to work for extended periods without direct supervision and travel routinely to islands within the catchment.

In addition, the individual's reputation of integrity and impartiality routed in independent from third parties shall be considered.

The short-listed candidate will be requested to participate in personal interviews and submit the names and contact details of personal referees who can attest to their ability.

The successful candidate must understand the objectives and delivery mechanisms of the project's portfolio. He/she must be willing to work in a team, be flexible to emerging or changing conditions, and undertake initiative in his/her broad field of actions.

F. REPORTING REQUIREMENT

1. Report directly to the Project Director on all aspects of Project Management throughout the duration of the contract unless otherwise advised by the Client.
2. The Engineer shall ensure that all the required reports for the project are prepared on time, in accordance with the requirements of Client and respective donor agencies.
3. The Engineer is expected to report to work on week days from 0800-1600 hours other than public holidays and provide services to the Client for an average of 40 hours a week.

G. SCHEDULE FOR THE ASSIGNMENT

Duration of the assignment is **24 months** from the commencement of the works with potential renewal of contract based on performance and organizational need. The successful candidate is expected to commence the services in December 2020.

H. SELECTION CRITERIA

The Engineer will be selected based on the following criteria.

Rating Criteria	
Criterion	Rate
Educational Qualification <ul style="list-style-type: none"> - Minimum undergraduate degree or higher in civil/ environmental engineering or related to the field of assignment 	20 points
Experience in Civil Engineer field <ul style="list-style-type: none"> - Must have professional work experience of at least 5 (five) years as an Engineer. (Reference letters will be taken into consideration) 	30 points
Experience in working in similar projects (water, sewerage and waste management)	30 points
Interpersonal Skills and Presentation (will be assessed during personal interview) <ul style="list-style-type: none"> - Experience in the field - Experience working in similar assignments - Personal Skills and Hard skills 	20 points 08 points 08 points 04 points

I. REMUNERATIONS, SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT

1. Successful individual will be paid an all-inclusive monthly fee in the range of MVR 19,800 to MVR 22,770 (salary shall be set based on pay commission circular no: 13-NPC/CIR/2018/5) depending on their qualifications and experience. Fixed monthly remuneration will be subjected to deduction for pension and any other statutory requirement as may be applicable.
2. Local transport for official travel between Male', inter-Atolls and inter-islands and allowances to cover food and accommodation for the trips will be provided from the projects.
3. Ramadan allowance at the government prevailing rates.
4. Office space and other facilities such as computers will be provided as required.
5. Leave Entitlement:
 - a. Annual Leave: The Consultant may take up to thirty (30) working days leave per calendar year.
 - b. Sick Leave: Thirty (30) days of paid sick leave. The Consultant is not allowed to take sick leave for more than two consecutive days unless a medical certificate specifying the nature of the illness and recommended duration of sick leave issued by a licensed medical practitioner is submitted on the first day back at work.

- c. Family Responsibility Leave: The Consultant may take Ten (10) days of paid leave in a year to attend important obligations such as tending family members during illness.
- d. Unpaid Leave: The Consultant will not be paid for leave(s) that exceed the maximum allowed and the Client may terminate the contract if the unpaid leave exceeds more than thirty (30) working days.

J. SELECTION CRITERIA

Interested applicants may submit their proposal in a sealed envelope indicating the following:

1. Letter of Expression of Interest (EOI)
2. Copy of National Identification Card
3. Attested copies of Educational Certificates (copies taken from with original accredited certificates)
4. A CV that demonstrates that the applicant is qualified to perform the services (including a description of similar assignments, experience in similar conditions, availability of appropriate skills etc.)
5. Reference Letters from current/previous employers.

K. SUBMISSION

Interested candidates may submit their proposals on or before the time provided in the advertisement to the following address:

Infrastructure Department,
Ministry of National Planning, Housing and Infrastructure,
Ameenee Magu, Maafannu Male', 20392,
Republic of Maldives.
Email: tenders@planning.gov.mv