



# **MALDIVES: ENHANCING EMPLOYABILITY AND RESILIENCE OF YOUTH PROJECT (MEERY: P163818)**

Ministry of Higher Education  
Republic of Maldives

## **TERMS OF REFERENCE AND SCOPE OF SERVICES**

For

### **Consultant to provide Technical Assistance in Development of Business Channel**

(Procurement Ref: MV-MOHE-210428-CS-INDV)

#### **1. Background:**

Several aspects of the Maldives' recent development pattern highlight imbalances between labor demand and supply. Public sector jobs are predominantly in the civil service with the rapid expansion of cadres in the 1990s and 2000s. However, with the increasing standard of living over time, the labor market has become more challenging for Maldivians in general. Increasing educational attainment among the younger generation and expectations have coincided/collided with the rapid growth in low-skill service jobs associated with tourism and construction, leading to a mismatch in skills supply and demand. Despite the high levels of growth and labor market conditions in public investments, tourism, fisheries and non-tradable tourism related activities, important challenges remain for young Maldivians. These relate to (i) the need for greater inclusion and productive employment for youth, especially for those who cannot rely on public sector jobs (because of a sharp reduction of public sector employment) or who are from the most vulnerable segments of the population; and (ii) an increasing reliance on foreign labor in important sectors such as tourism and construction services and limited opportunities for women.

The Government of Maldives (GoM) is implementing the "Maldives: Enhancing Employability and Resilience of Youth (MEERY)" Project. The project is funded by the World Bank. The objective of the project is to improve the relevance of technical and vocational skills and foster entrepreneurship to promote youth employment in priority sectors. The project is being administered by the Ministry of Higher Education (MoHE), with a Project Steering Committee that will be co-chaired by the MoHE and the Ministry of Economic Development.

The project comprises three components and a Contingent Emergency Component. The three primary components are;

**Component 1: Fostering skills development and entrepreneurship in priority sectors (Tourism & Construction and ICT related Services Sectors through four sub-components:**

*1.1: Labor-market assessment and analysis for demand driven skills identification.*

*1.2: Revision of Skills Development (TVET and Entrepreneurship) Curriculum*

*1.3: Face-to-Face Skills Delivery.*

*1.4: Support for Entrepreneurship Development.*

**Component 2: Promoting entrepreneurship and employment through skills Development and eLearning Strategy through three sub-components:**

*2.1: Strategy Development, Strengthening and Diversifying skills development programs.*

*2.2: IT infrastructure for skills development and jobs platform.*

*2.3: Career hubs for education-industry linkages.*

**Component 3: Project Coordination, Monitoring and Evaluation**

**2. Objective of the Assignment:**

Business Center Corporation is in the process of developing a state-owned business channel. With several of the critical precursor activities for this project already having been realized and several shows already broadcasted via social media, we are currently in the process of developing the technical aspects of its operations.

In this regard, Business Center Corporation, through the Maldives Enhancing Employability and Resilience of Youth Project, invites interested parties to submit their expressions of interest for the procurement titled “Business Channel Technical Consultant”.

For clarity, throughout this TOR, all references to the term ‘technical’ shall refer to work pertaining to the technical department of the channel. The technical department of the channel is responsible for ensuring consistent service delivery, handling the channel’s equipment and troubleshooting, ensuring safety, quality management and managing the technical inventory. The department is instrumental in facilitating every other department in the organization: i.e. the on-air department, the content department and the news department.

**3. Scope of Work:**

The technical consultant will be required to ensure that the technical aspects relating to the activities of the Business Channel are being performed to the industry’s best standards.

In this regard, the consultant shall provide technical facilitation to the news, information, events and programmes being brought through the channel.

The consultant will be required to undertake the following responsibilities:

1. Facilitate the procurement process and evaluation process of the equipment that are to be purchased for the channel.
2. Ensure smooth operation of the channel through the provision of the required technical facilitation regarding telecommunication hardware and software solutions.
3. Ensure that the technical facilities of the Business Channel are being utilized at their optimal capacity without wastage.
4. Prepare procedures for maintenance and day to day monitoring of technical equipment
5. Prepare procedures such that the stock of consumables (light tubes, alkaline batteries and so forth) are being maintained appropriately.
6. Supervision and training of the inventory officer.
7. Prepare procedures such that the transport meter and the broadcasting equipment are well maintained.
8. Prepare procedures such that proper oversight of all works related to engineering is ensured.
9. Prepare procedures such that the electrical aspects of the channel site are being proactively monitored to minimize electrical failures
10. Prepare procedures such that the setting up of Studio and Outdoor Shoots are smoothly executed
11. Prepare procedures for the maintenance of the studio, control room and editing booths.
12. Work with other departments to ensure the proficient delivery of the contents of the channel.
13. The nature of the channel's operations necessitates that staff in every departments be familiar with operating and maintaining technical equipment. Hence, the consultant will be responsible for training all staff of the organization on equipment upkeep, troubleshooting and the technical aspects of the equipment in use.

In addition to the above, the consultant will also be required to develop the technical guidelines on how the work can be absorbed by the Channel on his/her departure.

NOTE: Where the consultant is responsible for preparing procedures, s/he will be responsible for ensuring that these procedures are followed by the relevant staff of the organization. This involves work in oversight, supervision, training and quality control for the duration of the consultant's engagement.

#### **4. Minimum Requirements**

Due to the nature of the assignment, we require extensive experience on the part of the consultant. Hence the experience requirement will be prioritized in the minimum requirements set here.

- Bachelor's degree in a related field and 8 years of experience  
OR
- Diploma or Higher National Diploma in a related field and 9 years of experience  
OR
- Professional training in a related field and 10 years of experience  
OR
- 12 years of industry experience in a similar role.

Experience shall only be considered if the applicants previous work experience entailed the technical operations of a television channel alone.

Related fields include communications, mass communications, engineering, journalism or any other field related to mass media.

#### **5. Duration of Services:**

The duration of this agreement shall be for a period of 12 months.

#### **6. Payment:**

Consultancy fee (rate for daily input) will be negotiated with the successful applicant. The official working hours are 0800-1600 hours.

Payment will be made on a monthly basis as outlined in the contract and upon receipt of monthly reports, acceptance from the BCC and invoice for the input provided during that month.

#### **7. Institutional Arrangements, Reporting and Supervision**

The work will be carried out under the guidance and direction of the implementing agency. The consultant will be stationed in the premises of the channel office. The implementing agency shall provide the consultant with an appropriate workspace, equipment to commence work and any other facilities that may be required for the consultant to effectively carryout their responsibilities as stated in the TOR.

The consultant shall report to the Managing Director of the Business Center Corporation. Business Center Corporation shall then be responsible for monitoring the consultant's conduct and reporting progress regarding the work of the consultant to the Ministry of Economic Development, the Ministry of Higher Education and the MEERY project.

#### **8. Confidentiality, Ethics and Conflict of Interest:**

The selected Consultant undertakes to comply with the World Bank's rules with regard to corrupt and fraudulent practices, conflict of interest and confidentiality. The Consultant shall maintain confidentiality on all sensitive information obtained during the assignment and shall not publish wholly or in part the findings or such information, without prior written consent by the Client. Any draft documents produced by the consultant will be discussed and cleared with the Client before their final issue.