



Ministry of National Planning, Housing and Infrastructure

Republic of Maldives

Advertisement Reference: (IUL)471-PIDS2/1/2021/191

Date: 25th October 2021

INDIAN EXIM BANK LINE OF CREDIT FACILITY PROJECT ENGINEER (WATER AND SEWERAGE) TERMS OF REFERENCE

A. PURPOSE

The Government of the Republic of Maldives through Ministry of National Planning, Housing and Infrastructure (MNPHI) is implementing “Provision of Water Supply and Sewerage Facilities in 34 Islands” financed by The Export-Import Bank of India (Exim Bank) and intends to apply part of the proceeds for the selection of an **Engineer (Water and Sewerage)** for the implementation of this project by Ministry of National Planning, Housing and Infrastructure.

B. BACKGROUND

The main objective of the project is the Provision of Water supply and Sewerage Facilities in selected 34 islands. Among the 34 islands included in this project, both water and sewerage facilities will be established in 15 islands, sewerage facilities will be established in 2 islands and water facilities will be established in 17 islands.

C. OVERALL RESPONSIBILITY

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

1. Provide advice to the Project Coordinator(s) and Project Manager on all technical aspects of the Project.
2. 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.
3. Technical coordination of the project activities.
4. Participate in construction oversight activities for the project.
5. Monitoring and evaluating civil works projects carried out by the PMU.

D. SCOPE OF SERVICES

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

1. Visit project sites and inspect the civil works of the water supply and sewerage projects and give site specific suggestions where necessary.
2. Reviewing the documents submitted by the Consultant and undertake monthly progress meetings with the Contractor and Consultant personnel.
3. Assist in designing water supply and sewerage systems in the islands and preparation of necessary documents required for bid documents, contract documents and technical reports.
4. Assist and advice MNPHI in carrying out feasibility assessments and scoping support required for sustainable management of community water supply and sanitation services.
5. Assist the staff during field surveys and site visits and provide guidance to the staff in carrying out the works effectively.
6. Advice in the tendering process including, procurement and contract negotiations stage.
7. Assist and advice PMU in preparing and revising project activities and financial plans as and when required by the Government and the relevant funding agency.
8. Assist in the review/evaluation of project reports and documents.
9. 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.
10. Assist and advice PMU in preparing 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 MNPHI or funding agency for review and/or for presentation.
11. Assist and advice MNPHI in developing and reviewing proposals, concept and designs pertaining to water and sewerage projects and provide necessary comments and suggestions.
12. Undertake capacity building to enhance skills and competencies of MNPHI staff(s) including but not limited to (a) *design and evaluation of water supply and sewerage 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.*

13. Play a major role in monitoring and evaluation of the project: setting up the M&E system, defining the KPIs from the RRP, training PMU staff in collecting the data, and ensuring the system is updated on a regular basis.
14. Liaise with local authorities to ensure smooth implementation of project and resolve any issues related to on-site activities.
15. Inspect the quality control tests carried out by the Contractor and ensure that quality is controlled to the level specified in the contract document.
16. Ensure any defective work is completed and project closing out procedures is carried out.
17. Review the as-built drawings and operation & maintenance manuals submitted by the contractors; and provide guidance where necessary in establishing operation and maintenance procedures for water supply and sewerage systems in consultation with MNPFI and the island communities.
18. Undertake other technical tasks as and when required by the MNPFI.

E. QUALIFICATION AND EXPERIENCE

1. Minimum Undergraduate Degree in Civil/Environmental Engineering, or related to the field of assignment.
2. Must have professional work experience of minimum 3 years general experience including 2 years specific experience in a related field.
3. Knowledge and Experience in International Donor funded project management will be an added advantage.
4. Knowledge and understanding of technical, commercial and legal aspects of procurement of donor - financed projects would be an added advantage.
5. Should be capable of providing leadership, motivation and training to the staff and stakeholders
6. 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 Manager on all aspects of Project Management throughout the duration of the contract unless otherwise advised by the Client.
2. The Engineer should 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. Remuneration for less than 8 hours work per day will be on a pro-rate basis.
3. 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. The Engineer is required to report to work in official attire.

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 October 2021.

H. SELECTION CRITERIA

The Engineer will be selected based on the following criteria.

| Rating Criteria | |
|---|------------------|
| Criterion | Rate |
| Educational Qualification - Minimum Undergraduate Degree in Civil/Environmental Engineering, or related to the field of assignment. | 30 points |
| Experience in related field - Must have professional work experience of minimum 3 years general experience including 2 years specific experience in a related field. (Reference letters will be taken into consideration) | 30 points |
| Interpersonal Skills and Presentation (will be assessed during personal interview) | 40 points |

I. REMUNERATIONS AND LEAVE DETAILS

1. Successful candidate will be paid a fixed monthly fee depending on qualification and experience ranging from **MVR 22,770 to MVR 39,330**. Whereas 50% of the eligible amount will be paid as Monthly Basic Salary and 50% will be paid as Living allowance. Remuneration will be determined as per number 13-NPC/CIR/2018/5 (22nd March 2018) circular issued by National Pay Commission.
2. Successful candidate will be entitled to Pension deduction as per Maldivian Pension Act from the Monthly Basic Salary (7%).
3. In addition, any fees payable to the individual for duty travel assignments will be paid by the Client.
4. Ramadan allowance shall be compensated at the government prevailing rates. Fixed monthly fee shall be subject to deduction for pension and any other statutory requirement as may be applicable.

Leave entitlement shall be as follows;

Annual Leave: The Consultant may take up to thirty (30) working days leave per calendar year.

Sick Leave: The Consultant may take Thirty (30) days of paid sick leave.

- (a) The Consultant is not allowed to take 30 days sick leave with medical certificate specifying the nature of the illness and recommended duration of sick leave by a licensed medical practitioner is to be submitted on the first day back at work.
- (b) Notwithstanding the above, Consultant is allowed to take first 15 days' sick leave without medical certificate and can be taken for two consecutive days.

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.

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. APPLICATION

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