

TERMS OF REFERENCE
INDIVIDUAL CONSULTANCY SERVICES TO REVIEW GOVERNMENT PENSION

1. BACKGROUND

The Maldives Pension Administration Office (Pension Office) is an independent legal entity established under the Maldives Pension Act (Pension Act) on 13th May 2009. The primary functions of the Pension Office include administering the Maldives Retirement Pension Scheme and the Basic Pension Scheme.

In addition to discharging the statutory functions, the Pension Office was entrusted with the disbursement of **State Other Pensions** under an agreement made with the Ministry of Finance on 16th May 2011.

State Other Pension refers to all the pensions and retirement benefits funded from the State budget under any law or regulation, except the Pension Act. It is targeted under the Social Protection subsector of the Government's Strategic Action Plan (2019-2023) to harmonize social protection mechanisms. In this regard, the Pension Office is required to revise State pension schemes with the strategic objective of streamlining existing pensions.

Accordingly, the Pension Office is seeking the services of a qualified and experienced Consultant to analyse and review State Other Pension and double pension issue and make recommendations for reform.

2. OBJECTIVES AND SCOPE OF WORK

1. Review and analyze State Other Pension to identify the following:
 - i. Identify different types of pensions currently provided by the state for workers in the public sector
 - ii. Statutory and regulatory provisions under which State Other Pension is disbursed.
 - iii. Institutions that currently provide State Other Pension under gazetted regulations.
 - iv. Institutions that provide State Other Pension under internal regulations.
 - v. Eligibility requirements for State Other Pension in various institutions.
 - vi. Benefit calculation models used by various institutions for State Other Pension and comparison of the benefits.
 - vii. State Other Pension expenditure since 2010.
 - viii. Forecast of expenditure for State Other Pension (30-year period).
 - ix. Overlap between pensions provided under State Other Pension regulations and provision under the Pensions Act.

2. Review and compare the policy framework in comparable countries for the provision of retirement benefits to public sector workers. The review should identify retirement benefit models, how benefits are disbursed and the international best practices on State funded retirement packages.
3. Assess the double pension issue in the public sector by taking stock of the Pension Act and State Other Pension, the costs, benefits, equity and fiscal impact.
4. Develop options for reforming State Other Pension and addressing the double pension issue based on the review of the Maldivian situation and international experience. The options should consider the tradeoffs between the generosity of benefits and the associated fiscal costs. The options should also examine the equity between public and private sector workers and the predictability of benefits.

3. DELIVERABLES

1. A detailed inception report including a work plan (5 days).
2. Report on the review of comparable policy frameworks for the provision of retirement benefits to the public sector. (12 days).
3. Draft assessment report of the State Other Pension (25 days), the double pension and policy options for consideration.
4. Revision of draft report reflecting comments of key counterparts (5 days)

4. DURATION OF THE CONSULTANCY

The Consultant will be offered an individual contract. Accordingly, only applications from individuals will be considered.

The consultant is expected to complete this assignment in a period of 3 (three) months, including time for feedback from the government.

S.no.	Deliverable	Timeline	Payment Percentage
1.	A detailed inception report including a work	5 days	10%
2.	Literature review on public sector pensions + review of comparable policy frameworks for	12 days	20%

	the provision of retirement benefits to public sector workers		
3.	Draft assessment report of the State Other Pension days), the double pension and policy options for consideration.	25 days	60%
4.	Finalization of draft report	5 days	10%

5. INPUTS PROVIDED TO THE CONSULTANTS

- i. Facilitate any required meetings between the Consultant and stakeholders.
- ii. Provide required information from the Pension Office database and relevant documents.
- iii. Provision of applicable laws and regulations.
- iv. If required, arrangements for the Consultant to work within the Pension office premises during the consultation period (during the official working hours of the Pension Office).

6. QUALIFICATIONS

Qualifications at a minimum should include:

- i. Degree in finance, economics, business administration or a related field.
- ii. At least 3 (three) years practical experience related to the pension system of the Maldives.
- iii. Knowledge of local and foreign pension systems.

Desired skills and competencies

- i. Superior analytical and quantitative skills.
- ii. Ability to work independently under limited supervision.
- iii. Thorough understanding of the political, economic, and social environment of the Maldives.
- iv. Excellent command of written and spoken Dhivehi and English.

7. FEE

The Consultant shall quote an all-inclusive lump-sum fee based on per day rate for the entire consultancy duration using the number of working days stated in the Deliverables Table (Section 4 of the TOR). Fees should be quoted in Maldivian Rufiyaa (MVR).

Since the fees are quoted based on the satisfactory delivery of predetermined outputs, the quoted lump-sum fee will not be revised even if the duration of the consultancy increased due to any reason.

8. PAYMENT TERMS

Proportionate payments will be made as per the contract after each deliverable is submitted, subject to approval of the deliverable by the Pension Office.

9. REQUIRED DOCUMENTS

Interested individual Consultants must submit the following documents/information to demonstrate their qualifications, experience, and responsiveness to this TOR.

- i. Expression of interest letter
- ii. Curriculum vitae indicating all experience from similar projects
- iii. Financial proposal
- iv. At least 3 (three) professional references

10. EXPRESSION OF INTEREST APPLICATION SUBMISSION

- i. Deadline for submission of the application is 19 April 2022 (1400hrs).
- ii. Application should be emailed to the following contact details.

Mr. Ahmed Migdhad
Procurement Specialist
Maldives COVID-19 Emergency Income Support Project
Ministry of Economic Development
Boduthakurufaanu Magu, Malé, Maldives
Email: ahmed.migdhad@trade.gov.mv

Incomplete applications will not be considered. Only shortlisted applicants will be contacted for the interview.