



Ministry of National Planning and Infrastructure
Republic of Maldives

Advertisement Reference: (IUL)471-PIDS3/1/2019/107

Date: 15th July 2019

MALDIVES URBAN DEVELOPMENT AND RESILIENCE PROJECT

**PROJECT MANAGER
TERMS OF REFERENCE**

A. PURPOSE

The Government of the Republic of Maldives through Ministry of National Planning and Infrastructure is implementing “Maldives Urban Development and Resilience Project” (MUDRP) financed by the World Bank and intends to apply part of the proceeds for the selection of a Project Manager for the implementation of this project by Ministry of National Planning and Infrastructure.

B. BACKGROUND

The main objective of the project is to enhance urban services and strengthen resilience in selected cities in Maldives. The various components in this project include construction of Sewage Treatment Facility at Hulhumale, Storm water Drainage Improvement and Rain Water Storage, Establishment of Disaster Emergency Operations Center at National Disaster Management Authority (NDMA) and also financing a number of technical and analytical studies to strengthen sustainable urban development. The MUDRP will be prepared and implemented in accordance with the World Bank’s guidelines and procedures on procurement and financial management.

C. OVERALL RESPONSIBILITY

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

- (i) Operational Management of the Project in accordance with the Financial Agreements and Operations Manuals of the Project to produce the envisaged outputs;
- (ii) In collaboration with the Project Team and stakeholder agencies, ensure all implementation arrangements of activities of the project component and carried out smoothly.
- (iii) Identification and resolution of implementing problems with the guidance of the Project Team, Project Director;



D. SCOPE OF SERVICES

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

1. Administer all activities under the component as per the directions of the Project Director or his/her designate and in accordance with the financing agreements, project documents and operations manuals.
2. Ensure the implementation of the project components are in line with the government policies and donor requirements.
3. Visit project sites periodically and report back on the status of on-site activities to the Project Director or designated personnel.
4. Interact with the financial, procurement and technical staff of Ministry, where ever relevant to enable smooth implementation of the project components.
5. Coordinate among the stakeholders including the City Councils, Contractors and engineers in resolving various issues that come up during the implementation.
6. Monitor the progress of the activities on a regular basis.
7. Prepare and assist Project Director in the compilation of the project progress reports, quarterly reports and updates in a timely manner.
8. Provide project information, monthly progress reports and other documentation requested by the Project Director for review and/or for presentation to Project /Technical meetings, donor review missions or by other relevant authorities of the Government in a timely manner.
9. Assist the Procurement Unit of the PMU in the preparation of Terms of Reference, Tender documents and Evaluations of Bids and Proposals.
10. Participate in document review, evaluation and other relevant committees that may be formed under the Projects as required;
11. Assist Project Director in conducting the Project Preparatory Committee Meetings.

E. QUALIFICATION AND EXPERIENCE

1. Minimum undergraduate degree related to the field of assignment.
2. Must have professional work experience of at least five (05) years with minimum three (3) years in donor assisted development projects; with substantial management/supervisory responsibilities.
3. Familiarization with World Bank Projects and Guidelines 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 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 projects 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 Project Manager 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.

G. SCHEDULE FOR THE ASSIGNMENT

Duration of the assignment is **24** months from the commencement of the works with potential extension based on performance and need.

H. SELECTION CRITERIA

The Project Manager will be selected based on the following criteria.

Rating Criteria	
Criterion	Rate
Experience in Project Management	30 points
Experience in working in similar projects (both PSIP and Donor Funded)	30 points
Minimum undergraduate degree in related field	20 points
Interview	20 points



I. REMUNERATIONS

Successful individual will be paid an all-inclusive monthly fee in the range of MVR 30,240 to MVR 34,740 depending on their qualifications and experience.

J. SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT

1. Office space and other facilities such as computers will be provided as required.
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. Leave Entitlement:

Unplanned Leave:

- a. The Consultant may take up to ten (10) working days of paid leave per annum or pro rata as may be agreed by the client for medical reasons or emergencies. If the duration is more than two consecutive days, a medical certificate specifying the nature of the consultant's illness and recommended duration of leave issued by a licensed medical practitioner must be submitted on the first day back at work.
- b. The Consultant may take up to ten (10) working days of paid leave per annum or pro rata as may be agreed by the client for Family Responsibility reasons or emergencies.

Planned Leave: The consultant may take up to thirty (30) working days of paid leave per annum or pro rata as may be agreed by the Client

K. 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.)



L. 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 and Infrastructure,
Ameenee Magu, Maafannu Male', 20392,
Republic of Maldives.
Email: tenders@planning.gov.mv