



Ministry of Environment and Energy
Male', Republic of Maldives.

ދިވެހިސަރުކާރުގެ ގެޒެޓްގައި ބަޔާންކުރި ސަރުކާރުގެ ނިންމުމެއް
ގެޒެޓްގައި ބަޔާންކުރެއްވުމަށް.

ނަންބަރު: (IUL)438-OFID/1/2017/53

ގާނޫނީ
ދިވެހިސަރުކާރުގެ ގެޒެޓްގައި ބަޔާންކުރި ސަރުކާރުގެ ނިންމުމެއް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް

ސަރުކާރުގެ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް

ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.)

ރާއްޖޭގެ ބޭނުންތެރިކަމަށް ގެޒެޓްގައި ބަޔާންކުރި ސަރުކާރުގެ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (IUL)438-OFID/1/2017/51 (16 ޖެނުއަރީ 2017) ގެ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް.

ދިވެހިސަރުކާރުގެ ގެޒެޓްގައި ބަޔާންކުރި ސަރުކާރުގެ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް 01 (އ.ޖ.ސ.) ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް.

ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް.

ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް.

ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް

- (ހ) ސަރުކާރުގެ ގެޒެޓްގައި ބަޔާންކުރި ސަރުކާރުގެ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް 3 ފަހަރު ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް.
- (ށ) ސަރުކާރުގެ ގެޒެޓްގައި ބަޔާންކުރި ސަރުކާރުގެ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް 2 ފަހަރު ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް 5 ފަހަރު ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް.
- (ނ) ސަރުކާރުގެ ގެޒެޓްގައި ބަޔާންކުރި ސަރުކާރުގެ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް.
- (ރ) ސަރުކާރުގެ ގެޒެޓްގައި ބަޔާންކުރި ސަރުކާރުގެ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް (އ.ޖ.ސ.) ގާނޫނީ ނިންމުމެއްގެ ގޮތުގައި ބަޔާންކުރެއްވުމަށް ފަދަ ގޮތުގައި ބަޔާންކުރެއްވުމަށް.





Ministry of Environment and Energy
Male', Republic of Maldives.

މިނިސްޓްރީ ޕްރޮޓެކްޝަން ޕްރޮޖެކްޓް ޕްރޮޖެކްޓް ޕްރޮޖެކްޓް ޕްރޮޖެކްޓް
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Reference No.: (IUL)438-OFID/1/2017/53

Provision of Water Supply, Sanitation and Solid Waste Management Project

**Re-announcement: Request for Expressions of Interest
Assistant Project Coordinator (APC)**

Due to some important changes in Terms of Reference (TOR) we would like to cancel the previous announcement No.: (IUL)438-OFID/1/2017/51 (16th May 2017) and re-invite interested eligible candidates to submit their Expressions of Interest.

The Government of the Republic of Maldives through the Ministry of Environment and Energy (MEE) is implementation of Sewerage facilities in the project for the “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 **a full time Assistant Project Coordinators (APC)** to assist in the implementation of sewerage projects administered by Ministry of Environment and Energy (MEE).

The objective of this assignment is operational management of the projects in accordance with the Project Coordinator and carry out the works along with the project team and stakeholder agencies to ensure all implementation arrangements of projects are carried out smoothly and on time.

Place of work: Assistant Project Coordinator to be based in Addu City.

To be eligible for consideration for this position the candidate must meet the following criteria:

1. Diploma in a related field with 3 years’ experience in construction field, or
2. Minimum 2 (two) “D” grades in Advance level certificate, “C” grade in GCE O Level English and “C” grade in higher secondary certificate of “Dhivehi” with 5 years’ experience in construction field.
3. Experience in donor assisted development projects will be an added advantage.
4. Experience in project handling and monitoring 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.





Remuneration

Successful individual will be paid an all-inclusive monthly fee of MVR 23,000/-

Schedule for the Assignment

Duration of the assignment is **12 months** from the commencement of the works with potential extension for 1 year based on performance and need.

Application

The Ministry of Environment and Energy now invites interested eligible individual consultants to submit their CV, including information that demonstrates their qualification to perform the services (description of similar assignments and experience in similar conditions, familiarity with appropriate skills, reference etc.).

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

- Letter of Expression of Interest (EOI)
- Curriculum Vitae with a brief summary that demonstrates that the applicant is qualified to perform the services (including description of similar assignments, experience in similar conditions, availability of appropriate skills etc.)

Submission/Deadline

The expressions of interest must be submitted to the address below **by regular mail, emails or fax** no later than **1300 hours on 14th June 2017**.

Address to submit Expression of Interest
OFID Project Management Unit
Ministry of Environment and Energy
Green Building, Handhuvaree Hingun,
Maafannu, Male', 20392,
Republic of Maldives
Tel: +960-3018-453
Fax: +960-3018-301
Email: ofid.pmu@environment.gov.mv

Additional Information

Interested individuals may obtain an outline Terms of Reference from www.environment.gov.mv and acquire further information by emailing to ofid.pmu@environment.gov.mv or through telephone to +960 3018453.

25th May 2017



Green Building, Handhuvaree Hingun,
Maafannu, Male', 20392, Republic of Maldives.

+ (960) 301 8300
+ (960) 301 8301
www.environment.gov.mv

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20392، ވަނަ ބައި، ދިވެހިރާއްޖެ.

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www.facebook.com/environment.gov.mv



Ministry of Environment and Energy
Republic of Maldives

**PROVISION OF WATER SUPPLY, SANITATION AND SOLID WASTE MANAGEMENT
PROJECT**

**ASSISTANT PROJECT COORDINATOR (APC)
TERMS OF REFERENCE**

A. INTRODUCTION

The Government of the Republic of Maldives through the Ministry of Environment and Energy (MEE) is implementing the project for the “Provision of Water Supply and Sewerage Facilities in the Islands” financed by OPEC Fund for International Development (OFID) and intends to apply part of the proceeds for the selection of **a full time Assistant Project Coordinator (APC)** to assist in the implementation of water and sewerage projects administered by Ministry of Environment and Energy (MEE).

B. BACKGROUND

Maldives is a small island nation with fragile environment and scarce water resources. Its population of over 300,000 is thinly dispersed over 198 islands out of total 1192 islands, the remaining being uninhabited. There are practically no surface water sources and the limited ground water is vulnerable to salinity ingress and contamination from indiscriminately discharged waste water. The wide and uneven distribution of population and vulnerable water resources pose many challenges to the provision of basic services such as access to water and sanitation. Rainwater harvesting and desalination of sea water are practiced on large scale to augment water resources and meet with the increasing water demand.

C. OBJECTIVES OF ASSIGNMENT

The objectives of this assignment is to assist in coordination and management of overall project of Provision of Sewerage Facilities in S. Maradhoo, S. Maradhoofeydhoo, S. Feydhoo, S. Hulhudhoo and S. Meedhoo in collaboration with the project team, stakeholder agencies/Project Management Unit (PMU) of the Ministry of Environment and Energy and in S. Hithadhoo, Addu City in order to ensure that all implementation arrangements of the projects are carried out smoothly and on time.

Place of work: Assistant Project Coordinator will be based in Addu City.

OVERALL RESPONSIBILITY

The overall objectives of the assignment include, but are not limited to, the following:

- Assist the Project Coordinator (PC) in operational management and project management, technical coordination, liaison with other agencies and relevant parties, financial management, procurement monitoring and evaluation and project communications
- Assist the Project Coordinator (PC) in managing and coordination of the project in accordance to the project documents and as per the bank guidelines in association with the project team in the PMU of the Ministry of Environment and Energy (MEE). Also, help in ensuring that all the implementation arrangements of the projects are carried out smoothly and on time.
- Assist in mobilizing island communications through project inputs in coordination with MEE/PMU and relevant agencies.

D. SCOPE OF SERVICES

The overall responsibilities of the Assistant Project Coordinator (APC) include, but are not limited to the following:

1. Assist the Project Coordinator (PC) in operational management of the project component in accordance with the Financing Agreements and Operations Manuals of the Project to produce the envisaged outputs.
2. In collaboration with the Project Team and other related agencies, help in ensuring all implementation arrangements of activities of the project component are carried out smoothly and effectively.
3. Provide assistance to coordinate and collaborate with island/atoll officers within the project area to support the construction of sewerage facilities in the region.
4. Support, coordinate and collaborate with the monitoring and evaluation officer to ensure the timely dissemination of project performance.
5. Assist to ensure information, reports and other documentation requested by the Project Coordinator (PC) and Project Director for review and/or for presentation to Steering and Technical committees are provided in a timely manner;
6. Assist the Project Coordinator (PC) in providing overall coordination/supervision to the contractors and/or consultants and ensure timely delivery of the project outputs in accordance to the contract agreements.
7. Visit project sites periodically and report back on the status onsite activities to the management and reports on time; project risk identify and notify to concerned team members.

E. DELIVERABLES

The Assistant Project Coordinator (APC) is expected to deliver the above mentioned scope of services in order to carry out the project.

F. REMUNERATION

The Assistant Project Coordinator (APC) will be paid a monthly salary of **MVR 23,000** (Maldivian Rufiyaa Twenty Three Thousand).

G. QUALIFICATIONS

To be eligible for the position of the Assistant Project Coordinator (APC), the candidate should have;

- Diploma in a related field with 3 years' experience in construction field, or
- Minimum 2 (two) "D" grades in Advance level certificate, "C" grade in GCE O Level English and "C" grade in higher secondary certificate of "Dhivehi" with 5 years' experience in construction field.
- Experience in donor assisted development projects will be an added advantage.
- Experience in project handling and monitoring would be an added advantage.
- 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.

H. REPORTING REQUIREMENT

1. Report directly to the Project Coordinator (PC) and/or Project Director (PD) Water Supply, Sanitation and Solid Waste Management project on all aspects of Project Management throughout the duration of the contract unless otherwise advised by the Client.
2. The Assistant Project Coordinator (APC) 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 Assistant Project Coordinator (APC) shall provide all the necessary reports and updates to the Project Coordinator (PC) and/or Project Director (PD) and respective donor agencies whenever needed.
4. The Assistant Project Coordinator (APC) is required to report to work in official attire.

I. SCHEDULE FOR THE ASSIGNMENT

Duration of the assignment is 12 months from the commencement of the works with potential extension as required, based on performance and need. The successful candidate is expected to commence the services in June 2017.

J. SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT

1. Office space and other facilities such as computers will be provided to the Assistant Project Coordinator (APC) as required.
2. Local transport for official travel between Male', inter-Atolls and food and accommodation for the trips will be provided from the project.

3. Monthly salary as prescribed in the Contract.

4. Leave Entitlement

Unplanned Leave: The Successful Candidate 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.

Planned Leave: The Successful Candidate may take up to twenty (20) working days of paid leave per annum or pro rata as may be agreed by the Client.

Unpaid Leave: The Successful Candidate will not be paid for any leave(s) that exceed the maximum allowed leave entitlements above. The Candidate may take a maximum of 20 working days unpaid leave in a twelve month contract period, if such a leave is agreed by the Client in writing. If the unpaid leave exceeds more than twenty (20) working days the contract may be terminated by the Client.