



Republic of Maldives

# **TERMS OF REFERENCE CONSULTANCY SERVICES**

**To**

***Review and Update National  
Implementation Plan, 2017 for the  
Stockholm Convention on Persistent  
Organic Pollutants***

Issued by:

Ministry of Environment, Climate Change and Technology  
Green Building, Handuvaree Hingun, Maafannu, Male' -20392  
Republic of Maldives

## **TERMS OF REFERENCE**

### **BACKGROUND**

The Stockholm Convention on Persistent Organic Pollutants has the objective of protecting human health and the environment from persistent organic pollutants (POPs). Exposure to POPs can lead to serious health effects including certain cancers, birth defects, dysfunctional immune and reproductive systems, greater susceptibility to disease and damages to the central and peripheral nervous systems. Maldives became a party to this convention in 2007.

In response to this global problem, the Stockholm Convention requires its parties to take measures to eliminate or reduce the release of POPs into the environment. Each party to Stockholm Convention is obliged to develop and endeavour to implement a plan for the implementation of its obligations under the Convention. Article 7 of the Convention also states that each party shall review and update, as appropriate, its implementation plan on a periodic basis.

As part of the obligations, Maldives has formulated and published its “National Implementation Plan, 2017 (NIP) for the Stockholm Convention on Persistent Organic Pollutants”, through the GEF funded project “Enabling Activities Facilitate and Early Action on the Implementation of the Stockholm Convention on Persistent Organic Pollutants”. The project was executed by the Ministry of the Environment, Climate Change and Technology. The NIP was developed by a team of national consultants, with the guidance of international consultants and the implementing agency, through a participatory and consensus-building process. The National Implementation Plan has been developed to provide basic and essential level of information to enable policy and strategic decisions to be made and identify priority activities that the country should undertake in order to meet the requirements of the Stockholm Convention.

As part of the obligation, there is also a need for a review and update is because it is unlikely that the factors that are reflected in the already formulated National Implementation Plan remain static over time, and the implementation plan will need to be updated to reflect changes. The factors that could trigger such a review and update could be external or internal to each Party.

The Ministry of Environment, Climate Change and Technology is seeking an individual consultant to review and update the National Implementation Plan 2017 for the Stockholm Convention on Persistent Organic Pollutants.

### **OBJECTIVES AND SCOPE**

The main objective of the assignment is to formulate a revised and updated Report of the National Implementation Plan, 2017 of the Maldives for the Stockholm Convention on Persistent Organic Pollutants. This report is uploaded along with the TOR.

- Data collection to update the existing report
- Stakeholder meetings
- Report writing

The consultant must refer to the:

- Elaborated process of reviewing and updating national implementation plans document (UNEP-POPS-COP.2-SC-2-7)
- Base the report on the most recent information available
- Adopt a transparent and participatory approach during the revision to ensure that all relevant stakeholders are consulted.

## REMUNERATION

The total remuneration for the assignment is MVR 100,000 and payment will be made on the deliverable submission basis mentioned as below.

## DELIVERABLES

The consultant will be contracted to review and update all the chapters of the National Implementation Plan (2017), Stockholm Convention on Persistent Organic Pollutants.

	<b>Deliverable</b>	<b>% of payment upon approval of deliverable by MEECT</b>
<b><u>1</u></b>	Submission of reviewed & updated Chapters as below:  (a) Country profile (b) Institution, Policy and Regulatory framework (c) Key approaches and procedures for POPs chemical and pesticide management	25%
<b><u>2</u></b>	Submission of reviewed & updated Chapters as below:  (d) Assessment of the POPs issue in the country (e) Current level of information, awareness and education (f) Identification of social impacts of POPs	25%
<b><u>3</u></b>	(I) Submission of reviewed & updated Chapters as below:  (g) Strategy, action plan elements of the national implementation plan (h) Development and capacity-building proposals and priorities (i) Conclusion  (II) Compiled Report	50%

## CHECK-LIST OF DOCUMENTS TO SUBMIT

- Copy of Sole proprietorship Registration Certificate
- Copy of SME Registration Certificate
- CV (individual)
- Copy of national identity card and contacts details (individual).
- Copy of notification of Tax registration
- Copy of GST registration if applicable
- Summary on similar works (experiences) performed in the past – Please provide links, Reference letters or copies of the samples of relevant work
- Form-1: Letter of Commitment
- Copies of relevant work experience
- Copies of relevant educational certificates

### **NOTE:**

- 01. The proposed Consultant should be the owner of the Sole proprietorship submitting proposal for this assignment.
- 02. If proponent do not meet any of the above listed criteria, their proposal may not be considered for further evaluation.

## QUALIFICATIONS AND EXPERIENCE

Applicants will be selected based on following criteria.

The consultant shall be experienced in related area of works and technical knowledge.

	<b>Criteria and scale</b>	<b>Weightage (points)</b>	<b>Material evaluated</b>
1.Relevant academic qualification	Minimum Bachelor's degree in natural sciences, environmental sciences or environmental management.	20 pts for Bachelor's degree, 10 extra points for Masters or above. Maximum 30 pts	Based on relevancy of copies of the higher degree certificate or transcript
2.Relevant experience	Minimum of 3 years of experience in similar tasks	30 pts for 3 years relevant experience. 10 pts for each extra. Maximum 40 pts	Based on letters of experience on official letterhead.
	At least 1 demonstrated experience in a similar task	20 pts for 1 demonstrated experience. 5 pts for each extra. Maximum 30 pts	Based on the link to the task or portfolio submitted or letter of experience on official letterhead.

<b>TOTAL:</b> Minimum pass mark	100 points 70 points	
------------------------------------	-------------------------	--

-Must have good language and communication skills

\*Computer skills will be an added asset.

Applicant achieving the highest combined score shall be selected.

*Note: After evaluation, highest scoring party will be notified to submit the tax clearance report. Tender will be awarded upon submission of the tax clearance report*

#### **SCHEDULE FOR THE ASSIGNMENT**

Duration of the assignment is 5 months from the commencement of the works.

**FORM-1: LETTER OF COMMITMENT**

[ Date]

[Client Name]  
(Client Address)  
Male'  
Maldives

Re: To Review and Update of National Implementation Plan – Stockholm Convention on POPs

**Ref No:**

Dear Sir/Madam,

I am writing to confirm my availability to provide services to *Review and Update National Implementation Plan, 2017 for the Stockholm Convention on Persistent Organic Pollutants* for the Ministry of Environment, Climate Change and Technology in accordance with your Terms of Reference dated [Insert Date] and our Proposal

I undertake, if this proposal is accepted, to complete and deliver the whole of the services assigned to me in the scope of services.

I undertake, if this proposal is accepted upon receipt of the Ministry of Environment, Climate Change and Technology's notice, to commence performance of the services with due expedition and without delay.

Yours sincerely,

Name: \_\_\_\_\_  
Passport /ID card No: \_\_\_\_\_  
Date: \_\_\_\_\_  
Signatory: \_\_\_\_\_

Stamp