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- 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.

Remuneration

Successful individual will be paid an all-inclusive monthly fee of **MVR 32,000**.

Schedule for the Assignment

Duration of the assignment is **24 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 (regular mail, emails or fax) no later than **1400 hours on 23rd August 2017**.

Address to submit Expression of Interest

Water and Sewerage Projects
OFID Project Management Unit
Ministry of Environment and Energy
Green Building, Handhuvee Hingun,
Maafannu, Male', 20392,
Republic of Maldives
Tel: +960-3018-453 Fax: +960-3018-301
Email: ofid.procurement@environment.gov.mv

Additional Information

Interested individuals may obtain an outline Terms of Reference from www.environment.gov.mv and acquire further information on request by writing to the mail address, ofid.procurement@environment.gov.mv

7th August 2017



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

+ (960) 301 8300
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www.twitter.com/ENVgovMV
www.facebook.com/environment.gov.mv



Ministry of Environment and Energy
Republic of Maldives

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

ENGINEER (FOR WASTE MANAGEMENT COMPONENT)

TERMS OF REFERENCE

A. PURPOSE

The Government of the Republic of Maldives through the Ministry of Environment and Energy (MEE) is implementing “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 Engineer** to acquire technical support in development and implementation of solid waste management system administered by Ministry of Environment and Energy.

B. BACKGROUND

The Government of the Maldives has received a loan funding from the OPEC Fund for International Development (OFID) towards the improvement of sanitation in selected islands in the Maldives. Hence, the Government has decided to utilize a part of this funding to improve waste management sector targeting Zone One that includes the atolls of North Thiladhunmathi (Haa Alifu), South Thiladhunmathi (Haa Dhaalu) and North Miladhunmadulu (Shaviyani). Consequently, an environmentally sound, economically viable and locally appropriate regional solid waste management system is expected to be established at the end of the project.

The proposed project is intended to establish an environmentally sound and economically feasible and locally appropriate solid waste management system in Zone One of the Maldives. With a population of 63,000 people, distributed over 41 inhabited islands within three administrative atolls and 4 operational tourist resorts, total waste generation in the region is estimated more than 20 thousand tons annually. In this regard the Government has recognized the urgent need of an improved waste management system in place. Therefore, this project has been formulated in a manner that provides most appropriate solution for small islands.

The project will be implemented at multiple levels as the construction of Island Waste Management Centres (IWMCs) that provides adequate storage and facilitate reducing the volume of waste to be subjected for final disposal through sorting, small scale recycling and composting. A Regional Waste Management Facility (RWMF) will be built on an island selected through a comprehensive feasibility study undertaken for that purpose.

C. OBJECTIVES OF ASSIGNMENT

The objective of this assignment is to give and provide technical/ engineering assistance and input where necessary to the development and implementation of waste management system administered OFIDProject | (Engineer Waste Management) for Provision of Water Supply, Sanitation and Solid Waste Management Project.

by the Ministry of Environment and Energy (MEE) to be carried out in the North Region namely Haa Alifu, Haa Dhaalu and Shaviyani Atoll. The Engineer will assist in the various activities of Waste Management within the Region, especially with regard to the Solid Waste Management component; but he/she will be required to assist with the activities of the Project in the Region in general.

D. OVERALL RESPONSIBILITY

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

1. Provide advice to the Project Coordinator(s) and Project Director on all technical aspects of the Project;
2. Participate in construction oversight activities for the projects;
3. 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.
4. Monitoring and evaluating operation performance against the indicators established in the Monitoring and Evaluation Framework, and action plans.

E. SCOPE OF WORKS

Under the supervision of the Project Director and in coordination with Project Coordinators', the Engineer will carry out the following tasks, among others:

1. Visit project sites and inspect the civil works of the solid waste management systems projects and give site specific suggestions where necessary.
2. Designing, drafting of solid waste management systems in the islands and preparation of necessary documents required for bid documents, contract documents and technical reports.
3. Assist and advice MEE in carrying out feasibility assessments and scoping support required for sustainable management of community solid waste management systems.
4. Assist the staff during field surveys and site visits and provide guidance to the staff in carrying out the works effectively.
5. Advice in the tendering process including, procurement and contract negotiations stage and assist in the review/evaluation of project reports and documents.
6. 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;
7. Assist and advice PMU in preparing and revising project activities, financial plans, 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 the Government or funding agency for review and/or for presentation.

8. Assist and advice the MEE in developing and reviewing proposals, concept and designs pertaining to waste management systems projects and provide necessary comments and suggestions.
9. Undertake capacity building to enhance skills and competencies of MEE staff(s) including but not limited to *(a) design and evaluation of waste management 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.*
10. Play a major role in monitoring and evaluation of the project: setting up the M&E system, defining the KPIs, training PMU staff in collecting the data, and ensuring the system is updated on a regular basis.
11. Review the operation and maintenance manuals submitted by the contractors; and provide guidance where necessary in establishing operation and maintenance procedures for waste management systems in consultation with MEE and the island communities.
12. Liaise with Projects stakeholders to ensure technical compliance of projects components with Project Approval Documents and Operational standards of regulators and donors.
13. Participate in providing technical input to support island waste management and regional waste management implementation activities. Technical input may include but not necessarily limited to the following activities as may be required from time to time:
 - a) Community mobilization and island waste management planning;
 - b) Procurement of local contractors;
 - c) Island waste management training; and
 - d) Performance monitoring and evaluation.
14. Participate in construction oversight activities during civil works and equipment installations, and maintain regular meetings, maintaining logs and records of the progress, issue of change notices and approval of payments as may be required from time to time;
15. Participate in monitoring and evaluation for the contracts issued for projects managed by PMU including but not limited to the following:
 - a) Implementation schedules and budget;
 - b) The performance of the component against the component objectives;
16. If required to provide technical input for projects under water supply and sewerage systems component of the project.
17. Undertake other technical tasks as and when required by the MEE.

This position is based at the offices of the Ministry of Environment and Energy in Male' but extensive travel to Islands (Project Sites) are required.



F. QUALIFICATIONS AND EXPERIENCE

1. A Bachelor degree or higher in Civil Engineering.
2. Must have professional work experience of at least 5 (five) years with minimum 3 (three) years field experience of designing and implementing civil works projects. Experience in solid waste management projects will be preferable.
3. Previous experience working on projects financed by Donor agencies will be an added advantage.
4. Should possess sound knowledge of computer aided design software/applications
5. Should have excellent command over English with proven communication and, presentation and negotiation skills
6. Should be capable of providing leadership, motivation and training to the staff and stakeholders
7. Work Experience in Maldives will be an additional advantage
8. 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.

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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.

G. 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 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.
4. The Engineer is required to report to work in official attire.



H. SCHEDULE FOR THE ASSIGNMENT

Duration of the assignment is 24 months from the commencement of the works with potential 1 year extension based on performance and need. The successful candidate is expected to commence the services in July/August 2017.

I. SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT

1. Office space and other facilities such as computers will be provided to the Engineer as required.
2. Local transport for official travel between Male', inter-Atolls and inter-islands and food and accommodation for the trips will be provided from the project.
3. 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.

