



MINISTRY OF ENVIRONMENT AND ENERGY

MALE' REPUBLIC OF MALDIVES

Announcement Reference No: (IUL) 438-CCD/438/2017/237

Recruitment of a National Expert for the development of Maldives Climate Change Act

27th November 2017

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1. Introduction & Background

The Ministry of Environment and Energy (MEE) with support from United Nations Environment Program (UN Environment) seeks to engage national expert service(s) to develop a climate change bill with the aim of achieving improved coordination, strengthening national institutions, increased engagement of stakeholders and integration on climate change into sectoral plans so as to strengthen the climate change governance in the Maldives. The act also aims to meet Maldives's obligations under international conventions and agreements relating to climate change and the objectives of the national climate change policy framework endorsed by the government in 2015.

2. Objective

The main objective of this consultancy is to develop a climate change act of the Maldives to strengthen climate governance with broader parameters and stipulations of Maldives' Climate Change Policy Framework, 2015.

3. Scope of Assignment

The Consultant is expected to but not limited to the following tasks;

1. Review the existing National Climate Change Policy Framework with the aim of establishing its inclusiveness and or exclusiveness in addressing climate change issues;
2. Review the exiting environment and related legal instruments and policy tools and other relevant materials with the view to assess the situation relating to climate change governance in the Maldives.
3. Undertake consultations with all relevant stakeholders through meetings, workshops and other appropriate forums as agreed by MEE, to facilitate the situation analysis process and preparation of situation analysis report with particular emphasis on institutional reforms, harmonization, coordination and climate governance;
4. Based on the reviews and consultative meetings, prepare a situation analysis report on climate change governance in the Maldives and present it to MEE; the report shall include but not limited to strengths, weaknesses, political and regulatory environment, and areas and support needs, including further regulatory reform that may be needed in addition to the climate change bill
5. Based on the situation analysis report draft a climate change bill in Dhivehi language with translation to English
6. Make presentations on the draft bill deliverables to MEE and key stakeholders
7. Provide final bill in Dhivehi with translation to English

4. Deliverables

Deliverable	Delivery Date*
1. Situation analysis report on climate governance (the report shall include literature review and consultation reports)	4 weeks
2. Draft Climate Change Bill	16 weeks
3. Final Draft Climate Change Bill	20 weeks

* **From the date of contract signing**

5. Duration of the Consultancy

Total time to undertake the exercise shall be a period of six (6) calendar months after signing of the contract.

6. Reporting Requirements

The assignment shall be supervised through the Director General of climate change department with technical staffs of the same department whose duties will be amongst others, provide and advise: on technical inputs into the work of the consultant, quality checks on compliance with consultancy terms of reference (ToR) and make recommendations

- The technical staffs lead by Director General will provide guidance and all related approvals of deliverables of the consultancy.
- The consultant shall be responsible for their own office and technical equipment unless agreed otherwise.

7. Requirements for Experience and Qualifications

The candidate must have relevant qualification, experience and highly motivated and capable of working independently. Ability to work with a wide variety of people from government agencies, private sector, and research institutions is essential.

In addition, the Consultant must possess:

- A university degree (preferably an advanced degree) in law
- At least 5 years of experience in legislative drafting;
- Demonstrated knowledge and experience of Maldives environmental legal framework
- Strong communication skills
- Strong interpersonal and facilitation skills
- Good written and spoken Dhivehi and English.
- Proven ability to work well under pressure and meet strict deadlines.
- Willingness and ability to travel to outer islands if necessary.

8. Evaluation and comparison of proposals

A two-stage procedure is utilized in evaluating the proposals.

The following criteria's and weightage will be used for evaluation of the technical proposal

- Educational qualification (25%)
- Experience (based on the valid reference letters) (25%)
 - For every valid reference letter 5 points will be awarded.
- Proposed methodology of work (20%)

The Technical Evaluation will be completed at the First Stage of the evaluation. The proposals which pass the minimum technical score of **80%** of the obtainable score of 70 points in the technical evaluation will be considered in the Second Stage of the evaluation.

Financial Proposal will be evaluated in the Second Stage. The proposal with the Lowest Financial Quote (Fq) will get the maximum Financial Score (Sf) of 30 points. The Financial Scores (Sf) of the other Financial Proposals will be computed according to the following formula:

$Sf = 100 \times Fq / F$, in which Sf is the financial score, Fq is the Lowest Financial Quote received and F is the price of the proposal under consideration.

MEE reserves the right to undertake a post-qualification exercise aimed at determining to its satisfaction, the validity of the information provided in the proposal. Such post-qualification shall be fully documented and, among those that may be listed in the Annex 2, may include, but need not be limited to, all or any combination of the following:

- a) Verification of accuracy, correctness and authenticity of information provided by the proponent on the legal, technical and financial documents submitted;
- b) Validation of extent of compliance to the TOR requirements and evaluation criteria based on what has so far been found by the evaluation team;

- c) Inquiry and cross-checking with other previous clients on the quality of performance on ongoing or previous contracts completed;

9. Payment

Payments will be made in accordance with the schedule specified below:

REQUIREMENT	ALLOCATION
Submission and approval of detailed methodology of work	10%
Submission and approval of situation analysis report	20%
Submission and approval of first draft Bill	30%
Approval of final Bill	40%
Total	100%

10. Additional Information

The Climate Change Department of MEE has overall responsibility for the management of the contract and contractual reporting obligations.

Documents and data provided by the government for the purpose of this assessment which is not of public nature shall be considered confidential and should not be disclosed to any other party.

All outputs and materials produced as part of this TOR shall be handed over to the LCEI-PMU at the end of the contract and will become the sole property of MEE.

Obtaining any necessary visa and documents are the responsibility of the proponent. MEE will only provide a visa facilitation letter if necessary.

For the dissemination workshop: invitations, catering and venue will be financed directly by the project. This cost should NOT be included in the price quotation.

11. Application

Interested Consultants should submit their proposals containing the following

- CV of the consultant

- Valid reference letters from the clients for the relevant assignments carried out in the past.
- Attested copies of educational qualifications
- Copy of national identity card
- Proposed methodology of work
- Total cost of the assignment with cost breakdowns for all assignments as indicated in the deliverables

12. Queries

For any queries please email to procurement@environment.gov.mv and CC to climate@environment.gov.mv before 2359hrs on 4th December 2017. Answer will be provided to all the queries received before the deadline and will be made available via the Ministry website (www.environment.gov.mv)

13. Submission

Proposals must be delivered in sealed envelopes titled ***“Do not Open Before 10th December 2017 at 1100hrs - Recruitment of a National Expert for the development of Maldives Climate Change Act”*** and the submitting party’s name and address to the address below on or before **10th December 2017 at 1100** hours local time. Electronic submission is not permitted. Late proposals will be rejected. Proposals will be opened in the presence of the proponents’ representatives who choose to be present at the address below at the time of proposal opening.

Procurement Section

Ministry of Environment and Energy
Green Building, Handhuvaree Hingun, Maafannu
Male’, 20392, Republic of Maldives
procurement@environment.gov.mv

