

## **REQUEST FOR PROPOSALS**

### **Consultancy to conduct a Legislative Impact Assessment of the current national framework governing environment protection and preservation in the Maldives**

Announcement No.	TM/RFP/2024/013
Project:	Climate Governance Integrity Project
Published on:	16 <sup>th</sup> December 2024
Inquiry Submission:	23 <sup>rd</sup> December 2024, 12:00PM
Deadline:	30 <sup>th</sup> December 2024, 12:00PM
Point of contact:	<a href="mailto:procurement@transparency.mv">procurement@transparency.mv</a>

#### **1. Organizational Background**

Transparency Maldives (TM) is a non-partisan organization that endeavors to be a constructive force in society by promoting collaboration and discussion on corruption, transparency, and accountability. TM seeks to engage with stakeholders from all sectors (government, business, political and civil society, among others) to raise awareness of corruption's detrimental effects on development and society, improve transparency and accountability in governance, and eliminate corruption from the daily lives of people.

Transparency Maldives received formal government registration in 2007 and is the National Chapter of Transparency International (TI) in the Maldives.

#### **2. Eligibility:** Organizations / Firms / Team

#### **3. Project Duration:** 6 months

#### **4. Scope of Work and Guidelines**

##### **4.1 Background**

The purpose of this Request for Proposal (RFP) is seeking experienced consultants to submit proposal for the development of a Legislative Impact Assessment of the current Environmental legal framework in the Maldives. The assessment aims to Assess the Environmental legal framework, regulations and policies in the Maldives, especially from the intersection of social inclusion, corruption and climate governance

## **4.2 Objectives, Scope, and Description of Activities**

The Gender and Environmental Expert will conduct a Legislative Impact Assessment of the current national framework governing environment protection and preservation in the Maldives; The Environment Protection and Preservation Act (Act no. 4/93) and regulations formed under the act with a special focus on EIA regulation (2012/R-27). This analysis aims to provide a comprehensive understanding of the existing legal framework, their strengths, weaknesses, and their impact and effectiveness on addressing issues related to the intersection of environmental protection, climate, gender, and corruption. Through this process, we aim to identify existing gaps and potential opportunities to advocate for inclusive, transparent and responsive environmental law in the Maldives.

## **5. Deliverables and Timeline**

The consultant is expected to:

- Conduct a legislative and technical review the Environment Protection and Preservation Act (Act no. 4/93) and regulations formed under the act with a special focus on EIA regulation (2012/R-27) through a detailed review of existing literature and primary research through KIIs, FDGs and surveys
- Assessing the extent to which these policies integrate gender-responsive and corruption-mitigating measures.
- Analyzing the impact of existing environmental policies on gender equality, social inclusion, and anti-corruption efforts.
- Conducting consultations with relevant stakeholders, including government agencies, civil society organizations, and vulnerable communities, to gather insights and perspectives.
- Identifying legislative gaps and recommending amendments or policy reforms to strengthen gender inclusivity and anti-corruption measures within environmental policies.
- Developing a comprehensive report outlining findings, strengths, weaknesses, and recommendations for the EPP Act including Policy recommendations on reforming and strengthening the existing system of environmental governance.

### **Responsibilities of Consultant:**

- Develop an inception report which should include detailed workplan, stakeholder mapping, and methodology
- Identify key stakeholders and provide a list of stakeholders to be interviewed.

- Finalize research methodology and develop research tools (including questionnaires for KIIs, FDGs and surveys) contextualized to the Maldivian context. The questionnaires should be preapproved by TM prior to initiating the research to contextualize and finalize them.
- Conduct field research, including organizing stakeholder meetings and primary data collection through interviews and/or focus group discussions. Notes of interviews/ and focus group discussions along with raw data must be shared with TM.
- Produce a preliminary report, the assessment findings, and key recommendations to TM.
- Organize and conduct a stakeholder validation meeting, to present the preliminary report. Logistics and coordination of the meeting can be facilitated by TM.
- Produce final report incorporating feedback from the validation meeting.
- Translate the final report to Dhivehi language.
- Support TM to develop a draft advocacy plan for the report.

Following the acceptance of the inception report, consultants must conduct the field and desk research and submit a first draft of the report highlighting key findings and recommendations. Once TM reviews and accepts the first draft report, a validation workshop be held with relevant stakeholders to establish content validity, and a final report must be submitted within 5 months of signing of the agreement. Service providers must provide field/interview notes, transcripts, and audio recordings TM. A summary and timeline of the deliverables are provided below.

<b>Deliverable</b>	<b>Timeline</b>
Inception Report	15 days
Conduct desk and field research – KIIs, Stakeholder meetings and data collection	70 days
First draft of the report	15 days
TM's review of first draft of the Report	15 days
Validation of Research findings with stakeholders and partners and submission of draft final report	15 days
TM's review of final draft of the Report	10 days
Final report	10 days
Translation to Dhivehi	15 days
Advocacy plan	10 days

## **6. Documents to be submitted:**

Submit application via the website link for the RFP announcement. Applicants Must upload each of the required documents in the applicable section.

### **6.1 Technical Proposal**

The technical proposal must include the following information:

6.1.1 Statement of Experience: This section should outline a statement of the Service Provider's capabilities and include details of previous related assignments of similar complexity and subject matter. Please provide a list of projects and reference contacts.

6.1.2 Statement of Qualifications: This section should describe the Service Provider's professional qualifications. Please include CV/resume providing evidence of how the Service Provider meets the knowledge and skills needs of the assignment. **The team should include experts in the fields of law and environmental governance.**

6.1.3 Proposed Methodology: This section should demonstrate the Service Provider's methodological approach for meeting the specifications set out in this RFP.

6.1.4 Third Party Reference letters (Minimum three references)

### **1.1 Financial Proposal**

Please see Annex 1 of this RFP

#### **a. Conflict of Interest Statement**

Please see Annex 2 of this RFP

**\*\*All Service Providers and relative team members and staff that will participate must sign the conflict-of-interest statement and submit it along with their application.**

Applications submitted without the above documents will be considered incomplete and TM reserves the right to reject such applications.

## 5 Evaluation of applications

The applications will be evaluated based on their merit and experience in undertaking this assignment. The following criteria will be used to award scores for application.

The following criteria will be used to award scores for applications:

Section Criteria	%	%
1. Technical proposal	80%	
1.1 Proposed methodology and approach		
Methodology to achieve the outcome as per the scope of work	5%	10%
Proposed work plan and timeline	5%	
1.2 Service Provider’s Qualification		
Educational background in law, governance, anti-corruption, or gender studies	20%	30%
Relevant short-term training or professional qualifications	10%	
1.3 Service Provider’s Experience		
Contextual (local) knowledge and previous experience in conducting research and/or policy analysis in the areas of gender equality, environmental law, and anti-corruption.	20%	40%
Demonstrable evidence of the service provider’s ability to undertake the assignment	15%	
Demonstrate a strong understanding of Maldivian legal system and political/social landscape	5%	
2. Financial Proposal		20%

## **6 Additional Terms and Conditions**

### **a) Coverage & Participation**

Transparency Maldives (TM) reserves the right not to enter any contract, to add and/or delete elements, or to change any element of the coverage and participation prior to the award without prior notification at any time without any liability or obligation of any kind or amount.

### **b) Service Providers' Understanding of the RFP**

In responding to this RFP, service providers accept full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to TM as necessary to gain such an understanding. TM reserves the right to disqualify any Service Provider who demonstrates less than such understanding. Further, TM reserves the right to determine, at its sole discretion, whether Service Providers have demonstrated such understanding. Such disqualification shall be at not fault, cost, or liability whatsoever to TM.

### **c) Good Faith Statement**

All information provided by TM in the RFP is offered in good faith. Individual items are subject to change at any time. TM makes no certification that any item is without error. TM is not responsible or liable for any use of the information or for any claims asserted there from.

### **d) Communication**

Verbal communication shall not be effective unless formally confirmed in writing by a TM staff in charge of managing this RFP process. In no case shall verbal communication govern over written communication. Formal Communications shall include, but are not limited to:

- Questions and inquiries concerning this RFP must be submitted in writing to [procurement@transparency.mv](mailto:procurement@transparency.mv)

- Service providers shall recommend to TM any discrepancies, errors or omissions that may exist within this RFP. With respect to this RFP, service providers shall recommend to TM any enhancements, which might be in TM's best interests.

**e) Non-Disclosure Agreement**

TM reserves the right to require any respondent to enter into a non-disclosure agreement.

**f) Costs**

The RFP does not obligate TM to pay for any costs, of any kind whatsoever, which may be incurred by a Service Provider or any third parties, in connection with the proposal.

**g) Intellectual Property**

Service Providers shall not use any intellectual property of TM including, but not limited to, all logos, registered trademarks or trade names of TM, at any time without the prior approval of TM, as appropriate.

**h) Service Provider's Proposals**

All proposals and supporting documentation shall become the property of TM, subject to claims of confidentiality in respect of the proposal and supporting documentation.

**i) Partial Awarding**

TM reserves the right to accept all or part of the quotation when awarding the contract.

**j) No Liability**

TM reserves the right to accept or reject any quotation or stop the procurement process at any time, without assigning any reason or liability.

TM shall not be liable to any service provider, person or entity for any losses, expenses, costs, claims or damages of any kind; or

Arising out of, by reason of, or attributable to, the Service Provider responding to this RFP;

As a result of the use of information, error or omission contained in this RFP document or provided during the RFP process.

## **7 Entire RFP**

This RFP, any addenda to it, and any attached schedules, constitute the entire RFP.

## **8 Submission Instructions**

This RFP, along with all the mandatory documents stated in section 5 must be uploaded to the website or emailed to [procurement@transparency.mv](mailto:procurement@transparency.mv)

Applications received after the deadline or does not include mandatory documents stated in section 5, will be rejected.



## ANNEX 1: COST PROPOSAL

Service Providers are required to fill out the following cost breakdown. Unit prices are required in the case of discrepancies between unit price and total price, the unit price will be taken as a reference basis in the evaluation.

Pricing must be in **USD**

**Bid Title:**

**RFP No.:**

**Applicant:**

**Date:**

### Cost Breakdown by Deliverable

No.	Deliverable	Amount
1	Xxxxx	xxxx
2	Xxxxxx	xxx
3	Xxxxx	xxx
4	Xxxx	xxx
<b>Grand Total</b>		<b>xxxx</b>

Name:

Designation:

Signature:

## ANNEX 2: CONFLICT OF INTEREST STATEMENT

Transparency Maldives (TM) is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price and technical capacity. TM does not tolerate fraud, collusion among bidders, falsified proposals/bids, bribery, or kickbacks. Any entity or individual violating these standards will be disqualified from this procurement and barred from future procurement opportunities.

TM employees and agents are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential vendors or suppliers in exchange for or as a reward for business.

By signing this certification, the bidder agrees to:

- Disclose as part of the proposal submission any close, familial, or financial relationships with TM staff and members. For example, the bidder must disclose if a bidder's mother conducts volunteer trainings for TM.
- Disclose as part of the proposal submission any family or financial relationship with other bidders submitting proposals. For example, if the bidder's father owns a company that is submitting another proposal, the bidder must state this.
- Certify that the prices in the bid/proposal/application/quote have been arrived at independently, without any consultation, communication, or agreement with any other bidder or competitor for the purpose of restricting competition.
- Certify that all information in the proposal and all supporting documentation are authentic and accurate.
- Certify understanding and agreement to TM's prohibitions against fraud and bribery.

Please contact [procurement@transparency.mv](mailto:procurement@transparency.mv) for any questions or concerns regarding the above information or to report any potential violations.

Signature:

Date:

Name:

Title/ Position:

Entity name (for firms/organizations only):

Address:

***End of RFP***