



Ministry of Finance and Treasury
Republic of Maldives

Terms of Reference for
Project Director for Kulhudhuffushi Harbor Expansion Project
P36111-MLD

A. Purpose

1. The Government of Maldives has applied for a grant from the Asian Development Bank (ADB) for the Kulhudhuffushi Harbor Expansion Project (the project) and intends to apply a portion of its proceeds to engage individual consultants to support the Ministry of Housing and Infrastructure (MHI, the Employer) in the project implementation.
2. The indicative components of the harbor works and the related facilities are as follows:
 - a) Dredging and reclamation works
 - b) Breakwaters, revetments and quay-wall structures including harbor separation walls and finger piers
 - c) Pavement
 - d) Harbor navigational beacons and quay lighting
 - e) Ice Plant
 - f) Buildings – Administration/Retail/Terminal
 - g) Market – Fish/ Fruits and Vegetable
3. A Project Director (PD) will be recruited to lead the Project Management Unit (PMU) for the project, which will perform all project management and implementation activities throughout the detailed design, procurement, construction, technical assistance, commissioning stages and post-defect liability periods.
4. PMU and MHI will be assisted by a Project Management Consultant (PMC) team in performing general project management, procurement, detailed design, construction supervision and monitoring activities.

B. Objectives Of Assignment

The PD will lead and oversee all activities assigned to PMU, with the overall responsibility to complete the project within the allocated timeline, with strict compliance with the ADB procedures and guidelines, as well as with the relevant project agreements between the Government and ADB. Upon engagement, the PD will be supported by one project officer and one project accountant.



C. Scope Of Services

The tasks of the Project Director will include but is not limited to the following:

- a) Perform day-to-day project management and monitor project implementation against the outputs and indicators in the design and monitoring framework (DMF), and in accordance with project agreements between the Government of Maldives and ADB.
- b) Provide troubleshooting on any project management and implementation issues.
- c) Provide technical engineering input when required.
- d) Identify and report to MHI and ADB for any foreseeable issues that may prevent the project achieving its outputs.
- e) Organize and facilitate stakeholder consultations and project review meetings as required.
- f) Conduct field visits as required to verify project activities relative to stated targets.
- g) Oversee and in coordination with MHI, approve the outputs of the PMC such as detailed design, project cost estimates, bidding documents and reports.
- h) Monitor and ensure quality assurance of works and services of the PMC.
- i) Perform the procurement of goods and services in accordance to ADB guidelines, and responsible for the subsequent contract administration. This includes, but not limited to the coordination of all activities in assurance of the construction as per the qualitative benchmarks set under the contract specifications.
- j) Responsible for ensuring implementation of social and environmental safeguards requirements.
- k) Lead the preparation of draft reports, including annual project report.
- l) In coordination with the project accountant, prepare and approve project financial statements for issue to MHI and ADB and for internal and external auditing purposes.
- m) In consultation and coordination with MHI and MED, oversee the implementation of the capacity development technical assistance, and approve the CDTA outputs.
- n) Coordinate closing out activities for the project which include final financial and technical reports and handing over of documents as necessary.

D. Qualifications And Experience

The candidate should have a master degree or equivalent in engineering or any related fields, possess at least 10 years of experience in general infrastructure projects with significant managerial responsibilities. This experience should include at least 5 years in harbor projects. Experience in working for international donor funded projects will be preferred.

E. Reporting Obligations

- a) The PD will report directly to the Director General of the Infrastructure Department of MHI on all aspects of project management throughout the duration of the contract unless otherwise advised by the Employer.
- b) The PD shall ensure that all the contractual requirements are met and reporting obligation are required financial reports for the project are prepared on time, in accordance with the requirements of the Employer and ADB.
- c) The Consultant is required to report to work in official attire.



F. Assignment Duration

The estimated duration of this consultancy is 26 calendar months.

G. Services And Facilities To Be Provided By The Client

- a) Office space and other facilities such as computers will be provided to the Consultant as required at the MHI.
- b) Local transport for official travel between Male', Kulhudhuffushi and food and accommodation for the trips will be provided from the projects.
- c) Leave Entitlement.
 - 1. All the national/public holidays that is observed by the Government of Maldives.
 - 2. Annual leaves: 30 days leave per calendar year.
 - 3. Any other absence or leave from input days apart from mentioned above will have a deduction of 1/22 of the monthly salary per day.