

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



Ministry of Homeland Security and Technology

**DIGITAL MALDIVES FOR ADAPTATION, DECENTRALIZATION AND
DIVERSIFICATION (D'MADD) PROJECT
P177040**

TERMS OF REFERENCE

for

**Hiring an Individual Consultant to Coordinate the Establishment of the
Climate Data Platform (National)**

Reference No: MV-MOECCT-DMADD-492821-CS-INDV

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1. INTRODUCTION

The Digital Maldives for Adaptation, Decentralization and Diversification (D'MADD) Project (P177040), aims to support the Maldives' digital transformation. The D'MADD project is funded by a World Bank grant and implemented by the Ministry of Homeland Security and Technology (MOHST). The key stakeholders of the project include the Ministry of Tourism and Environment (MOTE), the National Centre for Information Technology (NCIT), the Communications Authority of Maldives (CAM) and the Department of National Registration (DNR).

The project will assist the government in laying the legal and regulatory foundations for the digital economy and the provision of digital services, including through enhanced digital connectivity, improved identification for in-person and online service delivery, and leveraging digital technologies, data, and analytics for enhanced climate resilience.

To achieve these goals, the project is designed around three components, with activities conceived in line with the country's priorities and funding needs in the medium term. The components are as follows:

Component 1: Enabling environment for improved digital connectivity and competitiveness.

- 1.1. Improving regulatory frameworks, oversight, and enforcement for a competitive broadband market
- 1.2. Empowering public institutions for digital transformation in Government

Component 2: Digital identification for improved online and in-person service delivery.

- 2.1. Legal and institutional enablers and safeguards for secure data and identity management
- 2.2. Modernizing the foundational ID system and credential
- 2.3. Strengthening the digital authentication ecosystem

Component 3: Digital technologies and data platform for climate resilience.

- 3.1. Establishing a climate data platform
- 3.2. Leveraging digital technologies and tools for climate adaptation

2. BACKGROUND

Establishing the Climate Data Platform in the Maldives under component three of the D'MADD project aims to address critical gaps in climate data accessibility, integration, and usability. This platform will be pivotal in supporting evidence-based decision-making in climate adaptation, disaster risk reduction, and sustainable development planning, instilling confidence in its effectiveness.

The Climate Data Platform is envisioned as a national digital infrastructure that will consolidate climate-related data from various sources including meteorological, oceanographic, and environmental monitoring systems into a single, standardized platform. This initiative, which aligns with national and international sustainability goals, will enhance data sharing among government agencies, researchers, and development partners while improving the country's capacity to monitor climate trends, assess risks, and formulate effective policy responses. To support the implementation of the Climate Data Platform under subcomponent 3.1, MOHST requires the services of a coordinator, referred to as the "Consultant".

3. OBJECTIVE

The objective of this assignment is for the Consultant to facilitate data collection, technical and implementation support, and coordination of all the activities of subcomponent 3.1 of the project.

4. SCOPE OF THE ASSIGNMENT

- 4.1. Coordinate the implementation of subcomponent 3.1 activities of the D'MADD project as per guidance of the D'MADD PMU and MOTE.
- 4.2. Work with D'MADD PMU and MOTE teams for the development of the climate data platform.
- 4.3. Work with PMU to standardize the data, in coordination with the international advisory firm and in alignment with their recommendations.
- 4.4. Develop a registry of the existing data platforms (active/ underdevelopment/ pilot/ planned, etc.) in the Maldives.
- 4.5. Provide technical support in evaluating proposals and bids for the technologies to be procured for implementing the climate data platform.
- 4.6. Coordination of the capacity-building program per the technical recommendation provided by the international advisory firm.
- 4.7. Carry out and coordinate community engagement and stakeholder consultation workshops.

- 4.8. Creating content and providing support for the project communication.
- 4.9. Provide administrative and operational support for the project.
- 4.10. Ensure all implementation arrangements of project activities are carried out effectively and on schedule, and manage the coordination and administrative tasks related to the implementation of the subcomponent 3.1, including, but not limited to;
 - Proper record-keeping and filing.
 - Attend meetings and prepare related documentation such as minutes and reports.
 - Working with PMU and MOTE to organize stakeholder meetings with the relevant parties.
- 4.11. Identification and resolution of problems, with the guidance from D'MADD PMU and MOTE.
- 4.12. Report to D'MADD PMU on all aspects of project implementation throughout the project.

5. RESPONSIBILITIES

The Consultant should agree on a work plan prepared by the MOTE and approved by D'MADD PMU before the beginning of every calendar month. Based on the above-described general scope of this assignment, in close coordination with D'MADD PMU and MOTE, the Consultant shall be responsible for delivering the following outputs, but not limited to:

- 5.1. Provide coordination support required in the implementation process, such as technical evaluation and bidder reports.
- 5.2. Work with the international advisory firm and technology vendor that will be hired and be the local expert in providing insights into the Maldivian climate- and environmental data landscape.
- 5.3. Provide necessary technical review and facilitate authorizations to process the payments regarding the work of the international advisory firm and the technology services procured.

6. DURATION OF THE ASSIGNMENT AND PAYMENT TERMS

- 6.1. The duration of the assignment is 24 months from the commencement date without exceeding the anticipated project closure date of June 30, 2027. The successful candidate is expected to commence the services in June 2025. This position is based at the D'MADD PMU office in Male, where the consultant would travel to the Islands or make field visits as required.
- 6.2. The consultant should report to work on weekdays, except public holidays, and provide services to the Client for an average of 40 hours a week.
- 6.3. The Consultant will be paid a lump sum of MVR 28,000 - 32,000 per calendar month for the services provided, depending on the consultant's competency, qualifications, and experience.
- 6.4. Leave(s) and other benefits per the Employment Act.
- 6.5. Travel expenses as budgeted under the Project and approved by D'MADD PMU.

7. INTELLECTUAL PROPERTY

- 7.1. All information about this project (documentary, audio, digital, cyber, project documents, etc.) belonging to the client with which the Consultant may come into contact within the performance of his/her duties under this consultancy shall remain the property of the client, who shall have exclusive rights over their use. Except for this assignment, the information shall not be disclosed to the public nor used in any manner without the Client's written permission in line with the national and International Copyright Laws applicable.
- 7.2. All the material used in the project should be provided to the client with clear copyright.

8. REPORTING

- 8.1. The Consultant will work under the guidance and direction of D'MADD PMU (which will be the primary focal point representing the stakeholders or any other parties).
- 8.2. Unless approved and agreed, the consultant shall not directly have communications, obtain, or share any documentation with or from the stakeholders or any other parties.

- 8.3. The Consultant shall regularly report to the Project Manager on the assignment's status. The consultant will work in a place agreed with the D'MADD PMU and will be required to take part in all relevant meetings.
- 8.4. All reports shall be submitted as stipulated in the deliverables. They will be submitted as drafts, and upon review by the stakeholder, the Consultant shall revise the draft reports. Once the revised reports are accepted by the D'MADD PMU, they will be termed final reports by the consultancy.
- 8.5. All draft documents should be in Microsoft Word, and all final documents should be in Adobe Acrobat format, with relevant signatures where needed.
- 8.6. The stakeholder organization(s) shall approve all materials developed under these Terms of Reference.
- 8.7. The Consultant shall ensure that all output is delivered on time and in accordance with the time frame and requirements stated in the proposal.
- 8.8. All materials developed under this project shall be the property of the D'MADD project.
- 8.9. The Consultant shall ensure that all deliverables are delivered on time and in accordance with the time frame and requirements stated in the work plan.
- 8.10. The payments shall be contingent upon completing the deliverables/milestones outlined in the Terms of Reference.

9. QUALIFICATIONS AND EXPERIENCE

- 9.1. Master's degree in environment/ climate change or a relevant field with at least two years of work experience.
- 9.2. Candidates with research and technology experience specific to the Maldives will have an added advantage.
- 9.3. Effective communication skills, both written and verbal.
- 9.4. Proficiency in both English and Dhivehi.

10. EVALUATION CRITERIA

| Criteria | Points |
|------------------------------|---------------|
| Educational Qualification | 20 |
| Work Experience | 20 |
| Additional Skills/ Expertise | 20 |
| Interview | 40 |

11. SUBMISSION

11.1. The deadline for submission of the Expression of Interest is before 10:00 AM on 3rd June 2025.

11.2. You may submit your Expression of Interest through email, postal mail or hand-delivery in sealed envelopes addressed to the Purchaser.

Project Manager

Digital Maldives for Adaptation, Decentralization and Diversification (D'MADD) Project

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