

Terms of Reference

Title: **Technical expertise to support the development of the
Anti-Corruption Strategic Action Plan for the Anti-Corruption
Commission, Maldives**

Type of Contract: Local Individual or Consulting Firm

Est. Duration: 2 months from the contract signed date

Location: Male' City / Maldives

1. Background

The Anti-Corruption Commission (ACC), Maldives has been in function since the 16th of October 2008 under the Article 199(a) of the Constitution of the Maldives enacted in 2008. The Commission is an independent institution entrusted to combat, prevent and prohibit corruption in the Maldives as per the Act 13/2008.

The Commission executes its responsibilities within set objectives and goals where a Strategic Action Plan (SAP) is formulated to govern and achieve its targets. The duration of the current SAP (2015-2019) of the Commission expires end of this year, hence ACC is looking ahead to seek qualified and experienced sources in the area of anti-corruption strategic plan design and development to build the new SAP of the Commission for the upcoming five-year period 2020-2024.

2. Objectives

The principal objective of this call for proposal is to develop a SWOT analysis for the development of the Commission's new SAP. To execute, this task it is the need of ACC to comprehensively review and analyze the current situation and challenges learnt from the recent performance and outcomes of the Commission. Thereby to address those challenges in the design and development of a new strategy to implement SMART (Specific, Measurable, Achievable, Reliable and Timely) objectives using a SWOT analysis. In order to counter corruption in the Maldives whilst enhancing principle areas of corruption investigation and prevention across sectors, our required final product

of this proposal is a SWOT analysis report. Furthermore, general objectives of this assignment also includes to examine and conduct the following;

- a) Review of all relevant laws, policies, national development plans, ACCs internal plans, organizational assessments, UNCAC and past researches
- b) Situational analysis of ACC's functions and operations to date that includes overall organizational set-up, operations and institutional capacity of; 1. Investigation 2. Prevention 3. Education and Awareness 4. Financial and Administrative Systems in practice against the ACC's mandate
- c) Stakeholder mapping and conduct interviews to collect information from external stakeholders including law enforcement agencies / NGOs and work closely with the Technical Committee at the Commission to identify key result areas

3. Scope of Work

The scope of work for the Consultant will include:

- a) Develop a SWOT analysis report
- b) Conduct stakeholder interviews
- c) Present and validate the SWOT analysis through stakeholder workshops
- d) Present and produce the final report to the Commission

Stakeholder interviews and workshops should be decided in consultation with the Commission.

4. Deliverables

- a) Methodology Report
- b) Stakeholder Interviews
- c) Validation workshops
- d) Analysis Report

5. Time Span

Two months from the contract signed date.

6. Institutional Arrangements

The consultant is expected to report directly and work closely with the Director of Prevention, Prevention and Research Unit of the Commission. The ACC will provide a physical working space during the period of contract to be stationed in Male' and all necessary administrative support and logistics for the consultancy. All the supporting documents and materials will be provided by the Commission wherever possible. The Commission will assist in organizing meetings and any other administrative activities relevant to the requirements of the consultancy. The final deliverables will become a product of the Anti-Corruption Commission of Maldives.

7. Expertise

A. Academic Qualifications:

- a. At least a Master's degree preferably in the areas of law, governance, criminology, public policy, planning, politics, development studies or any other relevant field;

B. Experience:

- a. At least five years' professional experience in **anti-corruption strategy** development, planning and management or related.
- b. Demonstrated experience in anti-corruption or governance research, compliance, policy, planning or related areas
- c. Demonstrated experience in working with international, government partners and other stakeholders

C. Skills and Competencies:

- a. Ability to work with minimal supervision;
- b. High level written and oral communication skills in English
- c. Proven experience in anti-corruption strategic planning and management
- d. Must be result-oriented, a team player, exhibiting high levels of enthusiasm, tact, diplomacy and integrity;
- e. Demonstrate excellent interpersonal, and professional skills in interacting and delivering workshops to stakeholders;
- f. Evidence of having undertaken similar assignments

8. Payment

Payment will be made in terms of MVR based on satisfactory completion of the works as agreed by the Commission under a legal contract with the selected individual or firm according to the Maldivian Laws.

9. Time Span

Expected duration of the consultancy is two months from the contract sign date.

10. Eligible Applicants

This call for proposal is open to only local individual or firms / institutions / organizations, to provide technical expertise related to the objectives given and with proven capacity of professional profile required under this TOR. Proposals submitted from firms /institutions /organizations will be assessed based on the profile of the teams' leading consultant as an individual applicant.

11. Application Process

Interested and qualified applicants should submit their applications (in English) to the Commission's reception not later than **20th November 2019**, with the following documents;

- Cover Letter
- Detailed Curriculum Vitae(s)
- Reference Letter(s) – minimum 2 (from similar consultancies undertaken)
- Portfolio (similar consultancies undertaken)
- Technical Proposal (submit in separately sealed and closed envelope)
- Financial proposal (submit in separately sealed and closed envelope)
- Tax clearance report (for firms) (within last 3 months)
- GST registration certificate copy (for those entitled to pay GST)
- Business registration certificate copy (for firms)

12. Bid Opening

Technical bid opening will be held on 20th November 2019 at the Commission. Candidates shall obtain a minimum score of 50% from the total allocated for technical evaluation to proceed for financial evaluations. Technical proposals that obtain above 50% will be invited for the opening of financial proposals which will be informed at a later date.

Marking Criteria

Technical Evaluation 70%	
Technical Proposal	30%
Experience	30%
Skills & Competencies	10%
Financial Evaluation 30%	

Please quote on the subject line: **“Technical expertise to support the development of the Anti-Corruption Strategic Action Plan – ACC Maldives”**