



**Ministry of Tourism, Arts & Culture  
Republic of Maldives**

Ref No: 88-PD/IU/2010/58

18 October 2010

**CONSULTANCY FOR REVIEW OF MALDIVES THIRD TOURISM MASTER PLAN**

The Ministry of Tourism, Arts and Culture, invites eligible tourism planning experts to submit letters of intent to take up a contractual position as the Consultant for the Review of the Third Tourism Master Plan (TTMP) of the Maldives.

**Application**

Interested parties are invited to submit the proposals at the following address in sealed envelope by 28<sup>th</sup> October 2010 before 1400hrs and which shall bear the name

**“Application for Consultancy for the Review of the Third Tourism Master Plan  
DO NOT OPEN BEFORE 1400HRS ON THURSDAY, 28 OCTOBER 2010”**

And shall be addressed to:

**“Planning Section  
Ministry of Tourism, Arts & Culture  
Velaanaage,  
Ameeru Ahmed Magu,  
Malé , Maldives”**

The Application shall also indicate the **name, address and contact details of the applicant**. The Ministry will not accept proposals sent by e-mail or fax.

The proposal shall consist of;

- 1) Consultant fees for the entire project,
- 2) Detailed work plan & methodology, and
- 3) Profile of Consultant

## **Terms of Reference (TOR) for the Third Tourism Master Plan (TTMP) Review**

**The prime objectives of the proposed consultancy are to;**

- a) Assess the extent of the implementation of the Third Tourism Master Plan (2007-2011), evaluate and review the proposed policies and strategies of the Plan, against changes in the political, social, economic, institutional and legislative environments.
- b) Formulate a two year extension on the Third Tourism Master Plan until 2013, consisting of a Situation Analysis; the Master Plan and the Implementation Programme addressing the following:
  - Major policies and strategic objectives covering areas such as future spatial expansion, geographic spread, product development and diversification.
  - Projects and activities in pursuit of the strategic objectives.

### **Scope of Work**

The Consultant will be responsible for review of the Third Tourism Master Plan of the Maldives, evaluate and review the proposed policies and strategies of the Plan against changes in the political, social, economic, institutional and legislative environments.

The Consultant will formulate a report in-line with the guidance from the Ministry of Tourism, Arts & Culture and also develop an implementation programme which shall be agreeable to the Ministry of Tourism, Arts & Culture.

The term of contract would be 6 weeks from signing of the contract.

### **Deliverables and Reporting**

- 1) Workshop - The consultant will conduct a general consultative workshop with the stakeholders.
- 2) Presentation of findings - The consultant will prepare a PowerPoint presentation and present relevant findings to the Ministry of Tourism, Arts & Culture.
- 3) Draft Report - The consultant is expected to meet with key stakeholders and the Action Group established by the Ministry of Tourism, Arts & Culture, on a regular basis, to obtain their views on the findings and provide recommendations in a Draft Report.
- 4) Final TTMP Review Report - to be submitted to MOTAC.
- 5) Presentation of the Final Report to the National Planning Council (NPC).

## Ministry's commitments

Ministry of Tourism, Arts & Culture will;

- Provide Local travel expenses outside Male' (if required)
- Provide workspace/station with internet connection
- Arrange workshop logistics (arranging venues, invitations, etc)
- Facilitate interviews and meetings with key stakeholders and Government authorities
- Provide counterpart staff to assist the Consultant from the Ministry in the areas of Tourism Law and Regulations, Planning & Development, Industry Human Resources Development and Marketing & Promotion

## Consultant Qualifications

The Consultant should possess extensive experience in project management, planning and research, and should have at least a Masters degree in a relevant field related to tourism. Should also have minimum 5 years experience in similar assignments.

The consultant may be an individual or a company with relevant expertise.

## Deadlines

- The consultant shall submit proposal by 28<sup>th</sup> October 2010 before 1400hrs.
- A draft report on the review has to be submitted by the 5<sup>th</sup> (fifth) week of signing of the contract.
- The consultant is expected to submit a Final report within 6 (six) weeks from the date on which the project is awarded.

## Payments

The payment will be released to the consultant undertaking the review as follows;

- 30% on completion of stakeholder consultations
- 30% on submission of first draft report
- 30% on submission of final draft report
- 10% on presentation of report to the NPC

## Liquidated Damages

In the event Consultant fails to complete the project within the specified period, liquidated damages shall be charged on the contract sum per day of delay, unless such delays are a result of circumstances beyond the control of the Consultant.

\*\*\*\*\*