



**MALDIVES IMMIGRATION**  
Male'  
Republic of Maldives



**CALL FOR EXPRESSION OF INTEREST AND TERMS OF REFERENCE**

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**CALL FOR EXPRESSION OF INTEREST AND TERMS OF REFERENCE (TOR) FOR THE APPOINTMENT OF SERVICE PROVIDER TO UNDERTAKE PRE-DEPARTURE SCREENING FOR ALL BANGLADEHSI MIGRANT WORKERS COMING TO MALDIVES FROM BANGLADESH.**

**1. INTRODUCTION**

The Republic of Maldives is a labour receiving country and has a large number of migrant workforce. Almost one third of the working population consists of migrant workers. The total number of documented migrants in Maldives is 100,058 as of April 26<sup>th</sup> 2016. This number expected to increase rapidly with the rapid economic growth fuelled by the high demand for labor specifically in the construction, tourism and the domestic sector.

Maldives Immigration is keen to improve migration management and inflow from source counties. One of the key strategic priorities of Maldives Immigration is to streamline the migration process. In this regard, Maldives Immigration is seeking qualified service providers to implement pre-departure screening for all Bangladeshi migrant workers coming to Maldives from Bangladesh.

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### **2. PURPOSE**

The purpose of TOR is to seek pre-qualified service providers for Maldives Immigration to undertake pre-departure screening for all Bangladeshi migrant workers coming to Maldives from Bangladesh.

### **3. OBJECTIVE**

The overall objective is to conduct pre-departure screening for all Bangladeshi migrant workers coming to Maldives from Bangladesh to strengthen the labour migration process from Bangladesh to Maldives. The initiative will significantly contribute to streamline the labour migration process and tackle the issues of irregular labour migration between the two countries.

### **4. SCOPE OF WORK**

The interested service provider is expected to adequately address, as a minimum deliverable, all the items referenced in the scope of work below, but not limited to;

- 4.1. In consultation with the relevant stakeholders, identify requirements and establishment pre-departure health assessments to defined requirements for all migrants in Bangladesh.
- 4.2. Identify and appoint a minimum of five (5) Medical Centres licensed by the Bangladesh's Ministry of Health with proven track record, proper medical facilities and required infrastructure to support online medical system.
- 4.3. Identify and appoint a minimum of five (5) licensed Recruitment Agents licensed by the Bangladesh's Ministry of Expatriate Welfare and Overseas Employment with proven track record, a minimum of ten (10) years' experience of supplying workers to ten (10) labour receiving countries.
- 4.4. Develop informed consent guidelines addressing diagnostics, medical treatment rights and sharing of medical findings.
- 4.5. In consultation with Maldives Immigration, identify requirements and establish a mechanism for pre-departure verification of defined documents.
- 4.6. Provide pre departure orientation to prospective Bangladeshi migrant workers.
- 4.7. In consultation with the Maldives Immigration, identify pre-departure security screening requirements and establish a pre-departure security screening mechanisms.
- 4.8. Project execution plan with proposed methodology, management of the plan, intermediate and final outputs with identified timeframes/milestones.

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4.9. As decided by Maldives Immigration from time to time, system to be expanded to other labour sending countries.

### **5. REPORTING LINES**

The successful service provider shall report directly to Maldives Immigration.

### **6. INTELLECTUAL PROPERTY**

All documents and information regarding pre-departure screening is considered sensitive unless and otherwise stated and it will remain as intellectual property of the Maldives Immigration and should not be disclosed to third party without prior approval of Maldives Immigration.

### **7. DURATION OF THE PROJECT**

The duration of this project would be not more than fifteen (15) years from the date of signing the contract with the successful service provider.

### **8. COST AND FINANCING**

Service provider is to bear all cost concerning with the establishment of pre-departure screening services and charge a service fees based on Fee for Service (FFS).

### **9. SELECTION CRITERIA**

Successful service provider will be chosen based on the following criteria.

- 9.1. Competency to carry out the required pre-departure screening based and experience relative areas.
- 9.2. Project proposal with detailed modality of carrying out the deliverables mentioned in section three "Scope of Work".
- 9.3. Service fee charged for pre-departure screening service.
- 9.4. Experience in implementing similar system in minimum ten (10) countries.
- 9.5. Experience in implementing biometric solution for pre-departure health assessments and pre-departure security screening.
- 9.6. Subject matter expertise on labour migration and migrant worker issues.
- 9.7. Experience in dealing with labour sending countries (government agencies).
- 9.8. Experience of developing harmonized systems; this includes integration of Immigration system with other relative systems such as Police, Registrar of Companies, and National Registration Department etc.

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- 9.9. Experience in implementing and managing project for government mission-critical system.
- 9.10. Proof of any government approval for similar project implementation.
- 9.11. Capability of implementing the proposed project within a period of 60 days.
- 9.12. Capability to expand similar implementation to other labour sending countries after successful implementation in Bangladesh.
- 9.13. In any phase of the selection process, Maldives Immigration reserves itself full discretion to consider.

## **10. SUBMISSION OF EXPRESSION OF INTEREST**

List of mandatory requirements for the Expression of Interest is attached hereto as Annex 1.

Applicants may request clarifications regarding the Call for Expression of Interest no later than DD/MM/YY,

The Expressions of Interest shall be submitted on or before the Deadline both by (i) e-mail and (ii) registered mail or professional courier service.

## **11. ENQUIRES**

All enquiries relating to Expression of Interests and TOR should be directed to

Name: Hamid Fathuhullah

Designation: Assistant Controller of Immigration

Tel No: +960 330424, +960 7791752

E-mail: [h.fathuhulla@immigration.gov.mv](mailto:h.fathuhulla@immigration.gov.mv)

## **12. CLOSING DATE**

The Deadline for the submission of Expressions of Interest is 12th October 2016.

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### ANNEX 1 to the Call for Expression of Interest and TOR No MI/TOR-001/1

**To:**

Hamid Fathuhullah  
Assistant Controller of Immigration  
Finance Section  
Maldives Immigration  
First Floor, Velaanage Office Building,  
Ameeru Ahmed Magu,  
Male, 20096  
Republic of Maldives

### EXPRESSION OF INTEREST

Call for Expression of Interest No.: MI/TOR-001/1  
Deadline for the submission of the Expression of Interest: dd/mm/yy  
Expression of Interest to undertake pre-departure screening for all Bangladeshi migrant workers coming to Maldives from Bangladesh:  
Applicant submitting the Expression of Interest: \_\_\_\_\_,  
(Company name, registration number)

Dear Sir,

Herewith we are submitting our Expression of Interest on behalf of (Applicant) in response to the Call for Expression of Interest by Maldives Immigration to carry out pre-departure screening for all Bangladeshi migrant workers coming to Maldives from Bangladesh.

The undersigned, duly authorised to represent the (Applicant), by signing this form certifies/certify and declare(s) that the information contained in this Expression of Interest and its Appendices is complete and correct in all its elements.

The undersigned certifies/certify that the (Applicant) is not in one of the situations which would exclude it from taking part in this Call for Expression of Interest.

Yours sincerely,

Signature(s):

Stamp of the Applicant (if applicable):

Name and position in capitals:

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**Appendices to ANNEX 1:**

Appendix 1 Applicant Identification

Appendix 2 List of Documents Attached

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## Appendix 1<sup>1</sup> to ANNEX 1

### APPLICANT IDENTIFICATION

#### 1.1. Applicant identification

INFORMATION REQUIRED	
APPLICANT NAME	
CONTACT DETAILS	Address: Telephone: Fax: E-mail:
LEGAL FORM	
COMMERCIAL REGISTER, ETC. – REGISTRATION DETAILS	Denomination of register: Date of registration: Country of registration: Registration number:
VAT	Registration number or Statement of exemption issued by the national VAT authority dated ..... enclosed under reference ..... Issued by.....

#### 1.2. Person authorised to submit the Expression of Interest on behalf of the Applicant and appropriate evidence of such authorisation

INFORMATION REQUIRED	
TITLE	Mr/Ms/Dr/other (delete or complete as appropriate)
NAME	Surname: Forename(s):
FUNCTION	
CONTACT DETAILS	Address: Telephone:

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	Fax: E-mail:
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### 1.3. Contact person (if different from 1.2)

TITLE	Mr/Ms/Dr/other (delete or complete as appropriate)
NAME	Surname: Forename(s):
FUNCTION	
CONTACT DETAILS	Address: Telephone: Fax: E-mail:



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### **Appendix 2 to ANNEX 1**

#### **LIST OF DOCUMENTS ATTACHED**

- 1) Copy of Applicant's registration Certificate;
- 2) Copy of Applicant's VAT Certificate, if applicable;
- 3) Copy of identity card, passport or any other document which can be used for identification purposes, for the Applicant's Representative;
- 4) Appropriate evidence of the representative's authorisation to act for and on behalf of the Applicant (signatory powers);