

Project Title: Reimagine Noonu Binaaveshi Development of the Noonu Atoll Land Use Plan (LUP) Scoring Criteria and Submission

Urban Planning Consultant (Team Lead)

The selected Urban Planning Consultant will work closely with multidisciplinary experts, consultants and stakeholders and relevant local and national authorities to deliver a strategic, actionable and practical land use framework for Noonu Atoll. A minimum educational qualification is required for eligibility; therefore, it is not included in the scoring criteria.

Similarly, the duration of the assignment is predetermined by the company and will not be a factor in the evaluation process. The total project duration is six months (detailed timeline including both predetermined milestones and tasks that require further planning are provided in the project TOR).

Selection for this consultancy will be based on the following criteria:

	Criteria	Max
A	Price	50%
B	Experience	50%

A. Price: Price evaluation will follow a competitive benchmarking method where the lowest bid will be used as a reference for scoring all other proposals. The formula to calculate the price score is:

$$\text{Price score} = \left[\frac{\text{lowest bid}}{\text{Bidder's price}} \right] \times 50$$

Applicants must provide an itemized breakdown of costs for each deliverable, which are provided below.

#	Deliverables	Weight%
1	Facilitation, coordination and documentation of methodology development	15
2	Community Needs Assessment	10
3	Development of Resilient Islands & Atoll Framework	20
4	Existing Resource & Land Use Evaluation	15
5	Development of Atoll Land Use Plan	20
6	Integrated Atoll Development Forum	20

B. Experience: Points will be awarded if the applicant can prove the successful completion of similar projects and/or has the necessary experience to undertake the consultancy through reference letters and/or work portfolio. If the applicant has not undertaken similar contract work in the past, relevant work experience in a similar field will also be considered.

Experience letters must be issued by *registered* and *verifiable* organizations that were *operational* at the time of employment or project completion. Reference letters may be rejected if credibility cannot be established or if supporting documents are not sufficient.

Applicants can elect one of the following methods to demonstrate their work experience.

Option 1 – Project based work experience (max 50 points)

Each project reference letter will receive a maximum of 10 points and must include the following criteria.

Scoring Breakdown

Experience	Max
Urban planning and land use management (minimum 5 years required)	20 points
Local government land use plan (minimum 1 year required)	10 points
Additional experience	20 points

Scope and Scale Scoring (each reference letter)

Criteria	Max	Description
Scope	5 points	Nature, complexity, technical depth and relevance of the project
Scale	5 points	Size, significance and impact of the project

The reference letters must include the following information:

- Project name, description and location
- Applicant's role and responsibilities
- Project duration and completion date
- Scope and scale as per scoring criteria
- Contact details of a referee for verification

Option 2 – Employment based experience (max 50 points)

Applicants can claim experience from their employment in a relevant organization.

Years of experience (Urban Planning and Land Use Management)	Max Score
5 years (minimum requirement)	20 points
6 – 8 years	30 points
9 + years	40 points
Local Government Land Use Plan Development	Max Score
1 year (minimum requirement)	5 points
2+ years	10 points

The work experience letter must include the following information:

- Applicant's full name and ID number
- Job title, designation and key responsibilities
- Issuing organization's name, address and contact details
- Employment period and type (full-time, part-time)
- A reference number, if the letter is issued by a government organization

Option 3 – Mixed experience (max 50 points)

Applicants can choose this option to combine project-based experience and employment-based experience. However, project-based experience cannot be claimed for projects undertaken as an employee of the same organization from which they are claiming employment experience. Similarly, if the applicant is claiming employment experience from a organization, they cannot submit project reference letters for work completed within that organization. All project experiences claimed must be from a different organization or independent consulting work.

Proposal Submission Form

Project title	Reimagine Noonu (Binaaveshi Development of the Noonu Atoll Land Use Plan (LUP))
Consultancy Role	Urban Planning Consultant (Team Lead)
Applicant Name	
Contact Number	
Email	

A. Price Breakdown

Applicants must provide a detailed itemized breakdown of costs for each deliverable. The total price should be inclusive of all costs and taxes.

#	Deliverables	Price (MVR)
1	Facilitation, coordination and documentation of methodology development	
2	Community Needs Assessment	
3	Development of Resilient Islands & Atoll Framework	
4	Existing Resource & Land Use Evaluation	
5	Development of Atoll Land Use Plan	
6	Integrated Atoll Development Forum	
	TOTAL	

B. Selection of work experience options

Applicants must select one of the following experience methods.

Options	Deliverables	Tick
Option 1	Project based work experience	
Option 2	Employment based work experience	
Option 3	Mixed work experience	

C. Declaration

I confirm that all the information provided in this submission is accurate and complete. I understand that any misrepresentation may result in disqualification.

Applicant Name	Signature	Date