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Tender No.: MWSC-L/1/ADV/2026/237

Hiring of organizer for Staff Trip with Fun Activities.

Introduction

Male' Water & Sewerage Company Pvt. Ltd, hereby announces Invitation for submission of Proposals to "Hiring of organizer for Staff Trip with Fun Activities."

Eligibility Criteria

Interested and competent contractors wishing to carry out the above project must submit the following documents with the official quotation/proposal.

Mandatory Documents:

- Copy of Company Registration Certificate
- Company Profile Information sheet issued by the Ministry of Economic Development
- GST Registration Certificate

Registration

To be registered in the tendering process, interested bidders are required to complete the registration through the online link below. The detailed scope of work is attached.

Registration Link: <https://form.asana.com/?k=amxJ0TkLgP9BgO6TVwPE2w&d=104531750089658>

The registration deadline is 18th January 2026/ 10:00 AM, and late registrations will not be accepted.

Tender Schedule:

Step	Process	Date & Time	Venue
1	Information Session	18 th January 2026, 11:00 AM	MWSC Customer Service Building, 6 th Floor
2	Bid Submission	19 th January 2026, 11:00 AM	MWSC Customer Service Building, 6 th Floor

For further information, please contact Procurement Department (+960) 332 3209, (+960) 996 0680

Procurement Department

Male Water & Sewerage Company Pvt Ltd

14 January 2026

Scope of Work

Event: Fen Dhathuru

Location: Kudagiri – Arena Beach

Purpose: This Scope of Work outlines the requirements for hiring an external event organizer to plan, manage, and execute the Fen Dhathuru staff outing.

1. Event Planning & Coordination

- Plan, coordinate, and manage the Fen Dhathuru event end-to-end.
- Finalize the event program and timeline in consultation with us.
- Provide on-site event coordination for the full duration of the event.

2. Activities & Games Management (ideas)

- Beach Sack Race
- Water Relay
- Beach Treasure Hunt
- Sand Art Challenge
- Manage team allocation, activity rules, scoring, and timekeeping.

3. Awards & Recognition

- Facilitate and manage the Fen Dhathuru Awards (below are some suggested ideas)
 - Sand Magnet
 - Sunscreen Warrior
 - Barefoot Boss
 - Always Hungry Award
 - MVP (Most Valuable Participant)
 - King & Queen of the Beach award

4. Catering & Refreshments

- Cover the photography of the event.
- Provide Short video clips of the event
- Provide a highlights video of the event.

5. Catering & Refreshments

Weekend Option (Friday or Saturday | 0600–1800 hrs):

- Breakfast
- Lunch

- Evening tea
- Refreshments throughout the event

Weekday Option (Thursday | 1400–2100 hrs):

- Lunch
- Evening tea
- Dinner
- Refreshments throughout the event

6. Venue Setup & Logistics

- Coordinate setup of activity zones at Arena Beach, Kudagiri.
- Arrange basic event setup for games, dining, and relaxation areas.
- Provide and manage required equipment and materials for activities.

7. Participant Engagement & Safety

- Manage participant flow and engagement during activities.
- Ensure a safe and inclusive environment for all participants.
- Coordinate basic crowd control and activity supervision.

8. Event Closure

- Manage smooth closure of the event and awards session.
- Coordinate cleanup and ensure the venue is restored post-event.