بسم الله الرحمن الرحيم

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Tender No.: **MWSC-L/1/ADV/2026/240**

Re-Tender | 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.

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

The registration deadline is 22nd January 2026/ 10:00 AM, and late registrations will not be accepted.

Tender Schedule:

Step	Process	Date & Time	Venue
1	Information Session	22 January 2026, 11:00 AM	MWSC Customer Service Building, 6th Floor
2	Bid Submission	25 January 2026, 11:00 AM	MWSC Customer Service Building, 6th Floor

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

Procurement Department

Male Water & Sewerage Company Pvt Ltd

20 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.