

TERMS OF REFERENCE
Provision of Training of Trainers on PPP development

A. Job Title: International Consultant (under SSA)

B. Duty Station: Chisinau, Moldova

C. Project Reference: “Public Private Partnership Development”

D. Duration of Employment: March 2008

E. Background

The Ministry of Economy and Trade with the support of UNDP Moldova have developed and are implementing the PPP Development project. PPP Project is designed as a complementary facility to the many existing initiatives and institutions, and works with a variety of partners at national and local levels with the purpose to increase the capacity of central and local governments to promote, develop, operate and manage public-private partnership projects for infrastructure development and the provision of basic services.

The legal framework in Republic of Moldova encompasses a series of laws that contain basic provisions to allow the development of PPP projects. Among those laws can be mentioned the law on public procurement, concessions, leasing, public services of communal utilities, administration and transfer of public property, local public administration. Still, the institutional and legal frameworks for PPP are underdeveloped. The present legal framework lacks in provisions that would regulate with sufficient precision and clarity the development of PPP projects throughout all its phases: launch, elaboration and acquisition, operation and control. In order to successfully develop PPP projects was elaborated the draft Law on PPP and after approving it, the Ministry of Economy and Trade is planning to further develop institutional and regulatory frameworks for PPP development.

Another barrier in developing the PPPs is the lacking capacity of local/central authorities both in developing framework and in implementing the PPP projects. Even though several projects that can be qualified as PPP are being developed in the Republic of Moldova, still PPP development is only at its beginning, as representatives from authorities are lacking in knowledge, skills and abilities. The first important activity to overcome this barrier is to strengthen the training capacity of national consultants regarding PPP development.

F. Objective

The object of the assignment is to develop and deliver five-day training of trainers (ToT) to a group of up to 27 representatives from academia, local consulting companies, and free lancers. ToT participants will possess at least a university degree in relevant PPP fields, and different level of experience in training/teaching activities. ToT will provide the necessary knowledge, approaches, methods, and tools for the participants to be able to grant high level training services at their end, in order to strengthen the professional capacity of representatives from authority in terms of PPP development.

G. Tasks and responsibilities

In order to achieve the objective, the Consultant is expected to carry out the high level services to assure that as a result of their work the participants:

- a) will possess knowledge on:

- PPP concept - rationale of PPP, characteristics, principles and constraints, types and schemes, area of use, contractual options, problems in developing and sustaining successful PPPs, PPP perspectives and trends, etc;
- PPP environment - key features required for legal, regulatory, institutional and policy environment at central and local level, etc;
- PPP project development and implementation - description, phases, components, functional and technical issues, decision making process, performance terms, financial and commercial issues, project appraisal and assessment, project management, contract conditions and negotiations, reporting, communication, etc;
- The most appropriate teaching approaches, techniques and methods for PPP trainings.

b) will be able to:

- Identify the training needs for authority representatives linked with PPP development;
- Develop their own programmes for PPP training sessions;
- Develop the Academic Curricula & Study Programmes with key issues related to PPP (for university representatives);
- Apply the knowledge and skills to provide PPP development training for authority representatives.

H. Deliverables

The Consultant will deliver the following outputs of the assignment:

- Develop and deliver the concept of ToT and the teaching aids (agenda, working methods, procedures, manuals and other materials) which will be discussed with the Project Team;
- ToT programme and background materials, which will be discussed with the Project Team;
- Develop and deliver the trainer's manual and participant's manual (subject and teaching techniques);
- Deliver a 5 days ToT learning session;
- Evaluation form and selection (rating) criteria for participants;
- Evaluation forms filled in by participants;
- Formulate and submit the final recommendations report on ToT.

I. Organizational Setting: The consultant will work partially on his/her duty station and partially in Chisinau, Republic of Moldova for providing training of trainers session, under direct supervision of the Project Manager. The consultant shall consult with the Project Team during the assignment.

J. Inputs: The Project Team will provide the consultant with the necessary information and materials for fulfilment of tasks and will facilitate the necessary meetings.

K. Qualifications and skills required:

Education: PhD/Master degree in Economics, Public finance, Public Administrative Reform or Public Administration or related disciplines.

Experience:

- At least 5 years of overall work/professional experience in the field of PPP frameworks development, setting up or implementing PPP projects;
- At least 3 years of working experience in training/teaching on PPP development;
- Experience of work in a related to PPP field in former Soviet Union or socialist countries, will be an asset.

Abilities:

- Strong communication skills, to develop methodical and training materials;
- Excellent analytical skills and strong commitment to sharing expertise and experience in order to develop capacity of others, and work as a member/advisor of a team;
- Able to work effectively in an environment where systems do not exist or function as they should;
- A high standard of written and spoken English is essential, knowledge of Romanian will be an asset;
- Good PC skills, ability to use Internet browsers.

Personal qualities: responsibility, punctuality and self-discipline.

Note:

For any details and questions regarding the content of ToR and assignment please contact the Project Manager at the e-mail: dumitru.budianschi@undp.org