

**UNDP/GOVERNMENT OF MOLDOVA PROJECT:  
“Building e-Governance in Moldova-2”**

***Terms of Reference***

**for the evaluation of Offers as result of the announced RFP for developing the e-Forms Processing System for Statistical Reports for the National Bureau of Statistics of the Republic of Moldova**

Job title: 1 National Consultant  
Duty Station: Home based  
Duration of Employment: Maximum 4 working days within period – 05.04.2010-15.04.2010  
Contract type: SSA

**Organizational setting:**

The consultants will work under the direction of the Project Manager for achievement of the tasks.

**Job content**

**Background:**

Through this project UNDP is assisting the Government of Moldova in implementing the e-Governance component of the National Strategy “e-Moldova” With the overarching goal of strengthening democracy in the country, the Project aims to support the Government in advancing e-government solutions for a better public service delivery and more transparent decision making.

UNDP announced the Request for Proposal (RFP) to develop the **e-Forms Processing System for Statistical Reports for the National Bureau of Statistics** of the Republic of Moldova.

Currently the project seeks 2 independent professional experts able to evaluate the received bids as a result of the tender.

**Purpose:**

The experts will review, analyse and evaluate the commercial bids received as a result of the tender launched by UNDP for the elaboration of **e-Forms Processing System for Statistical Reports for the National Bureau of Statistics** of the Republic of Moldova, based on the Technical evaluation criteria as provided in RFP.

The selected consultants will be required to submit their evaluation results in electronic form within a maximum five day period.

The Consultants will be required to sign a **DISCLAIMER ON CONFLICT OF INTERESTS**

The RFP and other information related to this tender can be found at

<http://www.undp.md/tenders/details/124/>

**Inputs:**

- Offers
- Draft Concept of the IT system for the NBS of Moldova
- RFP

**Qualifications**

***Knowledge and skills:***

*Education:* Advanced degree in computer science/statistics, in public administration, governance, economics, and/or other areas relevant for the assignment.

*Experience:*

- Knowledge of business reporting or statistics like Statistical Data and Metadata Exchange (*SDMX*) standards, e-statistics instruments and methods of e-statistics development is required.
- Knowledge and experience in project and programme implementation of metadata based information systems.
- Full understanding of IT statistical systems.
- In-depth knowledge and understanding of ICT and e-Governance development issues and relevant work experience.
- Minimum of 7 years of experience in institutional organization and business management in complex environments, experience in implementation of complex information systems and e-services.
- Previous experience with implementation of e-statistics with proven results would be an asset.

**Contact persons:**

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