

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 06 September 2013

Country: Republic of Moldova

Description of the assignment: Two (2) national consultants to conduct Training of Trainers (ToT) on social and economic rights for rural women in selected districts of the Republic of Moldova.

Project name: Women's Economic Empowerment Programme

Period of assignment/services: up to 3 months with an estimated total number of working days up to 30 for each of the consultant.

Technical proposal together with the financial proposal should be submitted **on-line** no later than **16 September 2013**.

Any request for clarification must be sent by standard electronic communication to the address natia.cherkezishvili@unwomen.org.

Please notice that this address is for information requests only, please do not send or copy your application package to this address.

UN Women WEE staff will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

1. GENERAL BACKGROUND AND CONTEXT

UN Women with financial support of the Government of Sweden implements a four-year development programme on women's economic empowerment. The Programme is aimed at addressing the needs of the rural and sub-urban population, especially poor women in exercising their social and economic rights through increasing access to quality information and services in employment and social protection areas. This is being achieved through improving local services, building capacity of the relevant institutions as well as improving policy and legislation based on the gaps identified through their practical application on the ground. The programme is designed to be fulfilled in line with the Government's priorities set for 2009-2013 as well as the Reforms launched by the State in the areas of labour market and social protection.

The Programme's Development Objective is to make women in rural and sub-urban areas of Moldova informed, empowered and able to enjoy their social and economic rights. For that purpose, the Programme is striving towards achieving three interrelated outcomes as follows:

Outcome 1: Rate of Employed and Economically active women increased in target rural and sub-urban areas practicing their social and economic rights;

Outcome 2: Key policy, service delivery and media institutions in Moldova have increased resources, structures, procedures, incentives and capacities to implement policies at the local level that promote and protect women's human rights to access to employment and social protection;

Outcome 3: Labour and Social Protection laws/by-laws and policies/plans promote women's employability.

To support realization of the set outcomes the programme works at three levels of intervention: regional/local, policy and institutional levels. At the local level the programme is focusing on creating a joint platform for women in rural and sub-urban areas in the form of Joint Information and Services Bureaus which bring together various public and private service providers in the areas of employment, social protection and related areas in one location and provision of services in a coordinated manner. It is expected that such a model will facilitate open access and use of existing opportunities by women in the most effective way leading to the improvement of the quality of life and thus fulfillment of women's human rights. At the policy level, the programme supports

the review of laws and policies to promote women's employability and eliminate the barriers and bottlenecks that impede women to exercise their rights in the area of employment and social protection. At the institutional level the programme aims at supporting and fostering the capacities of gender equality mechanism to effectively address issues on women's human rights to employment and social protection. In addition, the programme envisages supporting capacity building initiatives for national institutions with competencies in the area of employment and social protection to increase their institutional and intellectual capacity to promote policies and practices that take into consideration women's human rights issues.

Rationale:

According to the data provided by Joint Information and Service Bureaus (JISB) as of June 2013 there were more than 8300 beneficiaries requesting assistance of the JISB, out of which 62% were women and 83% from rural areas. The biggest share of services rendered by JISBs is related to provision of social assistance (28%), followed by employment services (16%), and territorial house of social insurance (10%). These services covered more than half of the requests for assistance and were also the most popular among women (approximately 70%). At the same time, services of the legal advisor represented only 1% of the total.

In 2012, the UN Women Sub-regional Office for Eastern Europe and Central Asia commissioned an independent mid-term evaluation of the programme to assess progress towards its results and suggest any adjustments for its further implementation.

While the evaluation highly praised the progress and impact of the programme, it also provided several recommendations to ensure successful completion of the current phase of the programme, with a stronger focus on rights holders, and specifically, rights of rural women. In this respect, UN Women plans to carry out Training of Trainers on social and economic rights of women for rural women activists, including community mobilizers to increase their awareness and understanding on women's socio-economic rights so that they will be able to further advocate for such rights among vulnerable rural women for latter to claim their rights effectively. For the implementation of this initiative, UN Women seeks to hire two (2) national consultants for the preparation and organization of 8 ToT in JISB districts.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

Under the overall supervision and guidance from WEE Chief Technical Advisor and in close collaboration with WEE Programme Analyst and National Consultants on JISB replication, the selected national consultants will carry out eight ToTs on social and economic rights of women for rural women activists, including community mobilizers in selected districts covered by the WEE programme.

For detailed information, please refer to Annex 1 - Terms of Reference.

3. MINIMUM REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Education:

- Advanced degree in legal, economic, or social sciences, or similar field, or equivalent working experience in the sector;

Experience:

- At least 3 years of proven experience in organizing, facilitating and conducting seminars, trainings and round tables with state institutions/agencies/organizations, especially on women's human rights and gender related issues;
- At least 3 years of working with international organizations and donors;

Functional Competencies:

- Knowledge of women's human rights issues in Moldova;

Language and other skills:

- Fluency in verbal & written Romanian and Russian. Knowledge of English is an asset;

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

- Duly filled [Personal History Form \(PHF11\)](#)/CV;
- Letter of Interest (justifying compliance with the qualification requirements);
- Financial proposal

5. FINANCIAL PROPOSAL

The financial proposal shall be structured around the specific tasks and key deliverables described in the Terms of Reference. Interested consultants must specify a total lump sum amount for each task and deliverable, which are to be completed by the deadlines specified in the ToR. Payments shall be made based on delivery of the services specified in the ToR and in accordance with the procedures described in the Remuneration section of the ToR. In order to assist UN Women Moldova Programme in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount and the number of anticipated working days.

6. TRAVEL

All envisaged travel costs must be included in the financial proposal. In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses shall be agreed upon, between UN Women WEE and the contracted Individual Consultant, prior to travel and will be reimbursed.

7. EVALUATION

For detailed evaluation procedures please refer to Annex 1 – Terms of Reference

ANNEX

ANNEX 1 – TERMS OF REFERENCES (TOR)

ANNEX 2 – CONDITIONS OF SERVICE – CONSULTANT