

CONSULTANT SERVICES PROCUREMENT NOTICE

Date: 18 September 2013

Country: Republic of Moldova

Description of the assignment: National consultant to undertake mapping of VET institutions in Moldova and review their curricula.

Project name: UN Women/Women's Economic Empowerment Project

Period of assignment/services: up to 30 days over a period of 2 months, starting with 21 October 2013

Technical proposal and **financial proposal** should be submitted **on-line** no later than 30 September 2013.

Requests for clarification only must be sent by standard electronic communication to the following e-mail 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 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. BACKGROUND

In December 2009 the Swedish International Development Agency (SIDA) and the United Nations Development Fund for Women entered into an Agreement for the implementation of the Programme "Women's Economic Empowerment through Increased Employability in the Republic of Moldova" (WEE). 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 relevant policies and legislations, based on the gaps identified through their practical application on the ground. The program is currently ongoing in line with Government priorities and reforms launched by the State in the areas of labour market and social protection.

The Program's Development Objective is to make women in rural and sub-urban areas of Moldova informed, empowered and able to exercise their social and economic rights. For that purpose, the Programme has strived towards achieving the following outcomes:

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 service delivery and media institutions have increased capacities to implement policies that promote and protect women's human rights

Outcome 3: Labour and Social Protection laws and policies promote women's employability

As a result of broad consultations with relevant stakeholders, the Programme's entry points for women's economic empowerment were defined as: 1. Access to Information and Services, 2. Access to Credit, Land and other productive resources, 3. **Vocational education/Professional education training for skills upgrade**, 4. Entry/re-entry to the Labour Market, 5. Social Protection services, and 6. Care Services. All these areas were defined as potential areas to economically empower women through applying the rights-based approach. In Moldova, it was felt to be more strategic to focus on district level, because there are fewer institutions and resources as well as practices to implement economic, social, political decisions and the delivery of services is weaker.

Thus, it was decided to focus on creating a platform for women in rural and sub-urban areas in the form of Joint Information and Services Bureau (JISB), based on a "one-stop-shop" or "one window" approach, to 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 fulfilment of women's human rights. The concept of JISBs was introduced in August 2010 in four pilot districts¹ and up to day it is operational in 20 districtsⁱ out of 32 districts of Moldova.

Women require systematic access to services and information about the opportunities that exist in the labour market, including jobs in public and private sectors, opportunities to start business, obtain skills training and retraining, access to productive resources, as well as opportunities that are provided through social protection.

Rationale

Vocational Education and skills-development training institutions play an important role in preparing skilled and qualified personnel, especially women, and enhancing their opportunity to meet labour market demands thus support women's economic empowerment. The Ministry of Education has recently launched the reform of the VET in the country which supports realization of priorities laid down in the Moldova's Country Strategy for 2020, putting special emphasis on labour market demand and supply. To ensure that vocational training and skills development for women, especially from rural areas, is aligned with market demands and that curricula is tailored to the trainees and is provided in a manner relevant to them, and opening new occupational choices, the WEE program envisages to undertake a review of curriculum of selected VET schools with the subsequent set of recommendations for the adjustment of their training and short term courses through gender lens.

In this respect, UN Women is planning to hire a national consultant to undertake a detailed mapping of VET institutions and a review of curricula of selected VET institutions in Moldova from gender lenses.

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

The objective of the assignment is to undertake a detailed mapping of VET institutions providing formal professional/vocational training, including a review of curricula of selected VETs from gender perspective. The findings of the mapping will serve as the basis for pursuing closer collaboration with VET institutions. It will facilitate alignment of skills development required by the market to open up new occupational choices for women.

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

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- Degree in pedagogical, legal, social sciences or other similar field;

II. Years of Experience:

- At least 3 years of proven experience in conducting gender analysis and providing gender mainstreaming support to various national and international organizations working in Moldova;
- At least 3 years of proven experience in organizing and conducting workshops and on-the-job training with focus on gender equality is required;
- Proven records of working/collaborating with local government and CSOs on gender equality in service provision.

III. Functional Competencies:

- Sound knowledge of education system in Moldova and its peculiarities;
- Sound understanding of gender equality issues.

IV. Language skills:

- Fluency in verbal & written Romanian and English. Knowledge of Russian 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 Intent with 1-2 pages brief technical proposal describing actions to undertake the assignment (justification of being the most suitable for the work, vision and working approach);
- Financial proposal (in MDL)

5. FINANCIAL PROPOSAL

The financial proposal shall be structured around the specific tasks and key deliverables described in the Terms of Reference. Interested individual 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.

6. TRAVEL

The National Consultant selected for this assignment will be responsible for all administrative and travel expenses associated with undertaking this assignment. All travels shall be coordinated with UN Women WEE Programme and shall be included in the total contract amount of the contractor. In the case of unforeseeable travel, payment of travel costs should be agreed upon, between UN Women WEE Programme and the Contractor, 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
