

## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 26 June 2014

**Country:** Republic of Moldova

**Description of the assignment:** NATIONAL CONSULTANT TO PREPARE AND DOCUMENT EMPOWERMENT TRAININGS & FOLLOW-UP EVENTS FOR WOMEN & VULNERABLE GROUPS UNDER JILDIP

**Project name:** UN Women JILDIP Programme

**Period of assignment/services:** 21 July 2014 – 20 July 2015 (up to 250 work days within a 12-months period)

**Technical proposal** together with the **Financial proposal** should be submitted **on-line** no later than **10 July 2014**. Any request for clarification must be sent by standard electronic communication to the address [veaceslav.balan@unwomen.org](mailto:veaceslav.balan@unwomen.org). UN Women CO 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

Since 2010 the Government of Moldova (State Chancellery) in partnership with the UNDP and UN Women has been implementing the “Joint Integrated Local Development Programme” (JILDIP), funded by the Government of Sweden, and lately by the Government of Denmark. The JILDIP was designed to support the Government in improving the policy and legal framework as mandated by the National Decentralization Strategy to ensure local autonomy, availability of resources, and more effective local management for better and equitable service provision, as well as to improving the capacity of Local Public Authorities (LPAs) to deliver efficient, equitable and accessible local public services, to facilitate sustainable development and foster social inclusion. It also assists in building the capacity of LPAs to plan, implement and document their strategic plans and improve local public service delivery, engaging women and men from local community groups, including most vulnerable. The programme is applying Human Rights Based Approach, Gender Mainstreaming and Women’s Empowerment as guiding conceptual approaches and instruments to its work and interventions, seeking to ensure positive and measurable change in the areas of human rights, gender equality and social inclusion.

Starting with 2013, a new phase of JILDIP is being implemented with the financial support from the Danish Government. One of the major interventions at the local level will aim at developing 20 models of operational local governments - ‘champions of change’ – as well as in developing 10 inter-community cooperation projects in 10 clusters of localities, by providing support to implement improvements in the operation and structure of local governments in line with the changes brought by the National Decentralization Strategy. Under this phase JILDIP assists LPAs in improving their capacity and operations, will support target communities and local authorities to provide quality and equitable public services to achieve sustainable human-centered and gender-responsive economic and social development in the main areas affected by the Decentralization Strategy.

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

Within the JILDIP UN Women plays a key role in ensuring gender mainstreaming of the policy and planning documents developed with Program’s support at central and local levels, and in facilitating women’s empowerment. Therefore, UN Women is seeking for a national consultant to prepare and document empowerment trainings and follow-up events for women and vulnerable groups under JILDIP.

Under direct supervision and guidance of JILDIP/UN Women Programme Analyst, the selected national consultant will be responsible for facilitating effective implementation of trainings and follow-up events with community facilitators, Roma women/girls and women from LPA, review of project proposals, and documentation of program interventions in 20 target localities (as per Annex 1), 10 inter-community cooperation clusters of localities (as per Annex 2), and 6 Roma-populated localities (as per Annex 3).

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

### **3. MINIMUM REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS**

#### **Education:**

- At least University degree in law, public administration, economics, social assistance or other related field (post-graduate studies are an advantage).

#### **Experience:**

- At least three years of specialized work experience, including work on documentation of community mobilization and empowerment of women and vulnerable groups, particularly under the human rights and gender-based approach;
- At least one year of previous working experience in development assistance or related work for an international and/or donor organization;
- Previous experience in the UN system is a very strong advantage;

#### **Technical Skills:**

- Ability to communicate effectively, particularly orally;

#### **Language Skills:**

- Fluency in both oral and written Romanian and English is a must. Knowledge of Russian is an advantage;
- Working knowledge of one or more additional languages relevant for Moldova, including Bulgarian, Gagauzian, Romani, Ukrainian or sign language is an asset.

### **4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS**

Interested candidates must submit via online submission system the following documents/ information to demonstrate their qualification:

- Letter of Intent
- Duly filled Personal History Form (PHF11)/CV;
- 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 consultant 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 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**

Travel outside duty station (Chisinau), if required, will be covered by UN Women. All travels shall be coordinated with the Programme Analyst.

### **7. EVALUATION**

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

#### **ANNEX**

##### **ANNEX 1 – TERMS OF REFERENCES (TOR)**

##### **ANNEX 2 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**