



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **20 August 2014**

Country: Republic of Moldova

Description of the assignment: National Consultant for support in pasture restoration activities in Orhei National Park region

Project name: Clima-East: Sustainable management of pastures and community forests in Moldova's first National Park Orhei to demonstrate climate change mitigation and adaptation benefits and dividends for local communities

Period of assignment/services: September 2014 – December 2016, up to 50 working days

Proposals should be submitted online by pressing the "Apply Now" button no later than 3 September 2014.

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: alexandru.rotaru@undp.org. UNDP will respond 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 applicants.

1. BACKGROUND

Moldova is located in an insufficiently wet zone which results in a high frequency of droughts in the result of climate change which negatively affect its economy. The Government of Moldova recognizes the problem, and in order to be prepared for future droughts/natural calamities and to promote more sustainable agricultural production and food security, adopted an Action Plan for Drought Mitigation Measures in the Agri-Food Sector (2012 -2015). Along with other activities reflected in the Action Plan, special attention is paid to the improvement the management of pastures for reducing the impact of droughts on the livestock sector.

Although there are designated pasturelands in most of the communities in the Orhei National Park area, often these resources are depleted. The grazing capacity of existing pastures in the park is three to four times lower than the number of 14 thousand head of existing livestock in the region. This results in biodiversity loss, loss of forest area and further fragmentation, which provides stressors to native animal and plant populations living there.

To address this situation EU Commission under CLIMA EAST package provided a grant to Republic of Moldova to demonstrate a natural resource management model in the pastures and forests of Moldova which increases ecosystems' capacity to sequester carbon under pending climate risks, while at the same time retaining biodiversity and economic values. The CLIMA EAST pilot project targets the pastures and forest degraded lands located in the Orhei National Park area (33,792.09 ha) and its buffer zone. The project is implementing pasture restoration projects on 470 ha in 12 communities from the park.

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

The expected output for the assignment is to assist the Local Public Authorities in implementation of the selected pasture restoration projects in 12 communities from Orhei National Park region, which will increase the livelihoods in the park area.

The activity will consist in assisting grant beneficiaries in implementation of pasture restoration projects on 470 ha (35 pasture plots) in 12 communities from the park.

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

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualification:

- University degree in agriculture, pasture management or other related fields.

Experience:

- At least 3 years of relevant experience in the field of pasture management, agriculture or other relevant fields;
- Advanced technical knowledge and experience related to pasture restoration;
- Work experience with projects financed by international organizations will be an asset;
- Ability to analyse and generalize;
- Ability to work with local public authorities and local communities;

Competencies

- Capacity for analytical studies;
- Ability to undertake field works are strongly required;
- Ability to plan and organize his/her work, observing deadlines and achieving results.

Language requirements:

- Fluent in written and oral communication in Romanian;
- Knowledge of English or/and Russian will be a strong asset.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

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

1. Proposal explaining why they are the most suitable for the work;
2. Financial proposal;
3. Personal CV including past experience in similar projects and at least 3 references or the fully filled Personal History Form (P11).

5. FINANCIAL PROPOSAL

Lump sum contracts

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR.

In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including all related costs e.g. fees, taxes, travel, phone calls etc.) and the number of anticipated working days. The consultant shall bare costs for all supplies needed for data collection and data processing including possession of his own personal computer.

Travel

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

Under this assignment consultant will have to travel to 12 communities of Orhei National Park: 5 monitoring visits during the 5 stages of pasture restoration activities to each of the 35 pasture plots (for detailed information, please refer to Annex 1 – Terms of Reference). When submitting the financial offer, consultant will include travel expenses as per following details:

1) total mileage – not more than 1,000 km.

6. EVALUATION

Initially, individual consultants will be short-listed based on the following minimum qualification criteria:

- University degree in agriculture, pasture management or other related fields;
- At least 3 years of experience in the field of pasture management, agriculture or other relevant fields.

The short-listed individual consultants will be further evaluated based on the following methodology:

Cumulative analysis

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:

- a) responsive/compliant/acceptable, and
- b) having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

* Technical Criteria weight – 60% (300 pts)

* Financial Criteria weight – 40% (200 pts)

Only candidates obtaining a minimum of 210 points would be considered for the Financial Evaluation.

Criteria	Scoring	Maximum Points Obtainable
<u>Technical</u>		
University degree in agriculture, pasture management or other related fields	(under-Master's – 40 pts, Master's – 45 pts and PhD-50 pts)	50
At least 3 years of experience in the field of pasture management, agriculture or other relevant fields	(3 years-up to 20 pts, >3-5 years-up to 35 pts, 5-8 years – up to 40 pts, >8 years- up to 50 pts)	50
Advanced technical knowledge and experience related to pasture restoration	(1-3 years- up to 15 pts, >3-7 years – up to 25 pts, >7 years – up to 50 pts.)	50
Work experience with projects financed by international organizations will be an asset	(1-3 years of experience- up to 20 pts, >3-5 years of experience – up to 30	50

	pts, >5 years – up to 50 pts)	
Ability to work with local public authorities and local communities	Yes- up to 40 pts, No-0 pts	40
Ability to analyse and generalize	Yes- up to 20 pts, No-0 pts	20
Ability to undertake field works	Yes- up to 20 pts, No-0 pts	20
Ability to plan and organize his/her work, observing deadlines and achieving results	Yes- up to 20 pts, No-0 pts	20
Maximum Total Technical Scoring		300
<u>Financial</u>		
Evaluation of submitted financial offers will be done based on the following formula: $S = F_{min} / F * 200$ S – score received on financial evaluation; Fmin – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round; F – financial offer under consideration.		200

Winning candidate

The winning candidate will be the candidate, who has accumulated the highest aggregated score (technical scoring + financial scoring).

Important notice

The applicant who has the statute of Government Official / Public Servant, prior to appointment will be asked to submit the following documentation:

- a no-objection letter in respect of the applicant received from the government, and;
- the applicant is certified in writing by the government to be on official leave without pay for the entire duration of the Individual Contract.

A retired government official is not considered in this case a government official, and as such, may be contracted.

ANNEXES:

ANNEX 1 – TERMS OF REFERENCES (TOR)

ANNEX 2 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS