

CONSULTANT SERVICES PROCUREMENT NOTICE

Date: 25 September 2014

Country: Republic of Moldova

Description of the assignment: Two National Consultants (civil engineers) to perform technical & cost-efficiency assessment, monitoring and final reception of 21 local development projects in 21 JILDP target localities

Project name: JILDP/UN Women

Period of assignment/services: 15 October 2014 – 31 March 2015

Technical proposal and **financial proposal** should be submitted **on-line** no later than **6 October 2014**.

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

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” (JILDP), funded by the Government of Sweden, and lately by the Government of Denmark. The JILDP 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 monitor 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 JILDP 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. JILDP will assist 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-centred and gender-responsive economic and social development in the main areas affected by the Decentralization Strategy. Within the JILDP UN Women plays a key role in ensuring gender mainstreaming of the policy and planning documents developed with Programme’s support at central and local levels, and in facilitating women’s empowerment.

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

The overall objective of the assignment for the two National Consultants (herein after Consultant) is to perform technical & cost-efficiency implementation assessment and monitoring, and final reception of 21 local development projects. Namely, the Consultants is expected to provide qualified technical assistance during the entire cycle of community development projects’ implementation monitoring and evaluation, and final reception of 21 local development projects in 21 JILDP target localities.

21 JILDP target communities are located throughout Moldova territory, and the community projects are to be implemented within a 6 months period, with projects finalization by end March 2015. In order to ensure the timely and quality submission of deliverables listed under the Key deliverables and Timeframe section, as result secure timely and quality projects implementation, the consultants will work in groups of localities divided by Lots, as per the below table. One consultant may apply for both LOTS, but selected consultants will be contracted to work in maximum one LOT.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- University degree in civil engineering, technical studies, or other relevant fields;

II. Experience:

- At least 5 years of experience in civil engineering works and assignments;
- Proven previous experience (at least 2 years) in performing similar monitoring and evaluation activities and assignments;
- Experience of work in rural areas on rural infrastructure, and understanding of the relevant context;
- Previous experience in collaboration with UN and other international development agencies;
- Advanced knowledge of and skills in MS Office, including Word, Excel.

III. Language Requirements:

- Excellent command of Romanian, and Russian languages;
- Working knowledge of English is an advantage.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

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

1. P11 form
2. Cover letter, stating their interest in and qualifications for the assignment;
3. Aggregated financial proposal, in MDL ("aggregated financial proposal" is the total sum of all financial claims of the candidate for accomplishment of the task).

5. FINANCIAL PROPOSAL

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 travel, per diems, and number of anticipated working days).

6. TRAVEL

The consultant's costs related to travel, logistics, as well as organization of field activities incurred within the contract shall be consultant's responsibility, and the consultant shall consider them, while making the financial offer.

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