United Nations Development Programme

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INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 17 11 2014

Country: Republic of Moldova

Description of the assignment: Four (4) National Experts to carry out a survey for Hydrofluorocarbons (HFCs) available/used/consumed in refrigeration sector (industrial, commercial, mobile air-conditioning, air-conditioning) in Moldova

Project name: Maximizing climate benefits of HCFCs Phase-out

Period of assignment/services: December 2014- April 2015, estimated workload up to 60 working days for each expert

Application instructions: Proposals should be submitted online by pressing the "Apply on-line" button no later than 1 December 2014

Requests for clarification only must be sent by standard electronic communication to the following e-mail: ozonmd@mail.ru. 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

The Republic of Moldova is party to the Vienna Convention for the Protection of the Ozone Layer (Vienna, March 22, 1985) and Montreal Protocol (Montreal, September 16, 1987) since 1996. The country has committed to gradual phase-out of ozone depleting substances (ODS) such as hydrochlorofluorocarbons (HCFCs) mostly because of their high Global Warming Potential (GWP) and the significant climate benefits this would generate. Linked to the schedule for HCFCs phase-out (and the concern about HFCs), is the need for continued development of replacement substances and low or zero GWP energy efficient technologies that would "minimize environmental impacts, in particular impacts on climate, as well as meeting other health, safety and economic considerations.

The Government of the Republic of Moldova has as a general objective to follow the Montreal Protocol phase-out schedule for HCFCs. The activities included in the HCFC Phase-out Management Plan Project (HPMP, Stage I) for the period 2011-2015 are meant to support the country in achieving a 10 per sent reduction in HCFCs consumption baseline by 2015, contributing to Moldova's compliance with the 2013 and 2015 control targets for HCFCs.

The Republic of Moldova is a small-sized country, categorized as an Article 5 Party under the Montreal Protocol, which consumes around 1.88 ODP tonne of HCFCs, as per 2012 data and in line with Article 7 of

the Montreal Protocol. The particularity of the country as compared to other candidates for HFCs survey is that Moldova is a representative small economy neighboring the European Union which has signed the Association Agreement with the EU in June 2014. As part of the association effort, it has committed to aligning its legislation, norms and standards, including in the environmental field (and specifically related to the RAC sector) with the European Union legislation and practice. Considering the current adaptation of the F-Gas regulation in Europe, which envisage reducing of the emissions of the fluorinated greenhouse gases covered by the Kyoto Protocol, it is timely for Moldova to take stock of the situation of the HFCs imports, use, consumption and availability and explore the potential impact of the new F-gas regulation in the EU on Eastern neighboring countries. Against this background, the country has benefited from financial support from the Climate and Clean Air Coalition, which aims at maximization of climate benefits of HCFC phase-out through demonstration of energy-efficient and low-GWP alternative technologies and conducting HFC surveys. The main objective of this project is to conduct survey of HFCs consumption, use, availability in Moldova in refrigeration, air-conditioning sector and other applicable sectors which depend on HCFCs at this moment, and covered by HPMP support for HCFC phase-out currently implemented by the National Ozone Unit of Moldova and UNDP.

The survey would establish the current consumption/use/availability baseline of HFCs and provide for future projections of growth patterns by substance. To the extent feasible, consumption and growth patterns by sectors, primarily in refrigeration and air-conditioning sector, will also be established. In addition, the surveys will present actions taken by the country for transition from HFCs to low-GWP alternatives and will also identify opportunities and challenges for transition to low-GWP alternatives for various applications.

Successful implementation of this project is expected to contribute to wider adoption low-GWP, energy efficient and safe alternatives to HCFCs and a significant multiplier effect towards maximizing climate benefits of HCFC phase-out in Article 5 countries sustainably through direct and indirect CO2 emission reductions, while avoiding the introduction of high-GWP alternative technologies

In order to achieve the expected results of the project, UNDP is currently seeking a qualified candidate to conduct the survey in close coordination with the National Ozone Unit (NOU) under the Ministry of Environment.

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

The overall objective of the assignments is to support the NOU in Moldova in conducting a national HFCs survey as part of the CCAC support and HFCs focal area programme.

The scope of work of the four (4) National Experts is to collect initial consumption data for HFCs group of chemicals, by sectors (industrial, commercial, mobile air-conditioning, air-conditioning), which serve as replacement for HCFCs covered now by the current HPMP Stage I programme.

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

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

1. Academic Qualifications:

Bachelor's degree in engineering (Mechanics, Refrigeration), environmental sciences or other relevant fields

2. Years of experience:

At least 5 (five) years experience with activities related to Refrigeration and Air-Conditioning sector, environmental science or other relevant fields
Proven experience (at least 5 years) in conducting HPMP-related surveys/analyses
Experience of work in international assistance projects/development projects. Previous experience with UNDP is a very strong advantage

3. Competencies:

Good knowledge of refrigeration and air-conditioning sectors: current situation, trends and problems to be solved, familiarity with the Montreal Protocol and country programme on ODS phase-out in Moldova, legal requirements of the EU Regulation 842/2006;
Skills to research, design, and produce quality knowledge products, reports, research papers, etc.)
Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout.

4. Language requirements:

Fluency in written and spoken Romanian and Russian. Knowledge of English will be a strong asset.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

Interested individual consultants must submit the following documents/information in Romanian, Russian or English to demonstrate their qualifications:

1. Financial Proposal; in (USD, specifying a total lump sum amount and the number of anticipated working days);
2. Cover letter, outlining the survey methodology and approach.
3. Duly completed and signed P11 Form or personal CV.

Applications should be submitted specifying the type of consultancy applied for.

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).

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. No travel is envisaged under this assignment.

6. EVALUATION

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

Bachelor's degree in engineering (Mechanics, Refrigeration), environmental sciences or other relevant fields.

At least 5 (five) years experience with activities related to Refrigeration and Air-Conditioning sector, environmental science 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
Technical		
Bachelor's degree in engineering (Mechanics, Refrigeration), environmental sciences or other relevant fields.	(University degree- 40pts., Master –50 pts., PhD – 60 pts.)	60
At least 5 (five) years experience with activities related to RAC sector, environmental science or other relevant fields.	(5 years – up to 30 pts., 5-10 years - up to 40 pts., more than 10 years - 50 pts.)	50
Proven experience (at least 5 years) in conducting HPMP-related surveys/analyses.	(5 years – up to 30 pts., 5-10 years - up to 40 pts., more than 10 years - 50 pts.)	50
Experience of work in international assistance projects/development projects. Previous experience with UNDP is a very strong advantage.	(no – 0 pts., to some extent – up to 25 pts., yes – up to 40 pts.)	40
Good knowledge of refrigeration and air-conditioning sectors: current situation, trends and problems to be solved, familiarity with the Montreal Protocol and country programme on ODS phase-out in Moldova, legal requirements of the EU Regulation 842/2006.	(no – 0 pts., to some extent – up to 20 pts., yes – up to 30 pts.)	30
Skills to research, design, and produce quality knowledge products, reports, research papers, etc.)	(each year of such work – 5 pts, up to 20 pts.)	20
Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout.	(no - 0 pts, yes – up to 20 pts)	20
Fluency in written and spoken Romanian and Russian. Knowledge of English will be a strong asset.	10 pts for each language	30
Maximum Total Technical Scoring		300

Financial	
Evaluation of submitted financial offers will be done based on the following formula: S = Fmin / 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).

ANNEXES:
ANNEX 1 – TERMS OF REFERENCES (TOR)
ANNEX 2 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS