



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **10 April 2015**

Country: Republic of Moldova

Description of the assignment: International Consultant to develop the Project Identification Form (PIF) for a GEF full-sized Project (Persistent Organic Pollutants -Pesticides) in the area of Electronic and Healthcare Waste and NIP update

Period of assignment/services: May-June 2015 (18 working days, home-based, including a one-week mission to Moldova)

Proposal should be submitted online by pressing the "Apply Online", no later than April 23, 2015.

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: silvia.pana-carp@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

Republic of Moldova is party to the Convention on Persistent Organic Pollutants since 2004 and as a first step towards compliance with the Convention's requirement to introduce measures intended to reduce release of POPs into the environment was approval in the same year of the first Strategy and National Plan for Reduction and Elimination of POPs (NIP POPs).

The 2004 Moldova NIP POPs provided an overall management framework for 12 POPs initially envisaged under the Convention, which is now outdated given the subsequent agreement of the 4th Meeting of the Conference of Parties in May 2009 on amending the Annex A of the Stockholm Convention and adding newly identified POPs such as, Alpha hexachlorocyclohexane, Beta hexachlorocyclohexane, Chloredecone, Hexabromobiphenyl, Hexabromodiphenyl ether and heptabromodiphenyl ether, Lindane, Pentachlorobenzene (also listed in Annex C), Tetrabromodiphenyl ether and pentabromodiphenyl ether) and Annex B (Perfluorooctane sulfonic acid (PFOS), its salts and perfluorooctane sulfonyl fluoride.

As a Party to the Convention and in response to the commitment regarding the added 9 POPs, the Republic of Moldova is intending to review and updated the current National Implementation Plan, focusing on investigating the extent to which the measures of the first National Implementations Plan in relation to the initial 12 POPs have been achieved and to establish an inventory of products and articles containing new POPs, insofar unaddressed POPs and uPOPs.

Overall, Moldova lacks an integrated approach for waste management. The recently approved National Waste Management Strategy identifies that most of the country's waste end up on authorized dumpsites, while the existing waste storage sites are managed inappropriately. Furthermore, the classification of waste is not in line with the international practice provided by the Basel Convention and EU norms, more specifically in the definition of hazardous properties of wastes.

Medical and electronic wastes are of equal concern for the country given that due to lack of disposal equipment and facilities these get deposited on dumpsites or burned in the open.

According to preliminary estimates, Moldova produces early 15,700 tons of medical wastes out of which around 10-25% is hazardous and requires special treatment. The healthcare sector also misses a relevant policy and regulatory framework for the hazardous medical wastes inclusively and capacities to deal with the issue.

According to the National Waste Management Strategy, production of electronic wastes in the country will increase from 23,200 tons in 2010 to 44,200 tons in 2027. Management of electronic waste is also facing serious challenges, and the ongoing initiative to develop the secondary legislation for establishment of an integrated system for WEEE management and design of software for EEE registration is just a start towards improved capacities for e-waste management.

Based on the above and following the request from the Government of Moldova to conceptualize the appropriate measures in such areas as (1) management of electronic and healthcare waste containing mercury, POPs and UPOPs, and (2) POPs NIP update, UNDP is seeking a qualified candidate to initiate an analysis in the respective fields and design a relevant Project Identification Form for eligible areas of the GEF- 6 Cycle, Chemicals and Waste Focal Area.

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

The responsibility of the international consultant is to work with the Government of Moldova and relevant stakeholders, to scope and then develop a project proposal that would be eligible for the funding under GEF-6, and is technically feasible according to GEF and UNDP criteria. In doing this, the international consultant will be supported by the assigned UNDP officer.

More specifically, the consultant will identify potential areas and interventions generating a Global Environmental Benefit as related to the GEF-6 Programming Document for Chemicals and then draft and fully develop a Project Identification Form (PIF) document.

The range of focus areas would be covering a number of activities that would be discussed along with the Government and as mentioned in the background section would include, not be limited to, electronic and healthcare waste containing mercury, POPs and uPOPs, relevant legal and regulatory improvements and capacity building activities, POPs NIP update and green economy concepts. Any integrated approaches with other focal areas (such as for example climate change in mercury management etc) where linkages can be demonstrated and joint work with chemicals management can be reinforced, would be welcome in consideration and further elaboration in partnership with other GEF and UNDP focal areas.

In particular, the PIF must demonstrate consistency with the emerging GEF POPs strategy for GEF-6 and with GEF eligibility criteria (e.g. incrementality, mobilization of co-financing, cost-effective greenhouse gas mitigation, etc).

The proposed project will also demonstrate that it contributes to the implementation of Moldova's priorities mentioned in NIP and related national policy strategies and action plans.

For detailed information, please refer to the Terms of Reference.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualification:

- Advanced university degree in chemical and waste management, POPs, environmental management or relevant disciplines

Experience:

- At least five (5) years of relevant experience in drafting UNDP/GEF project PIFs and documents the area of the Stockholm Convention on sound POPs management
- Expert knowledge of GEF operating and strategic principles, especially as related to GEF-6 programme cycle
- Proven working experience in the field of POPs, pesticides, e-waste and medical waste

- Experience of working with UNDP and/or other international organizations on the identified areas
- Experience working in the Eastern Europe and CIS region
- Demonstrated experience in capacity development initiatives, notably at the systemic and institutional level
- Demonstrated ability of analytical and report drafting work

Competencies:

- Good communication and presentation skills
- Extensive experience analyzing data and preparing analytical reports
- Ability to work with a broad range of individuals of diverse institutions and levels
- Proven experience in undertaking similar assignments. Demonstrated written and spoken proficiency in English
- Ability to work in a team, excellent analytical and communication skills
- Good inter-personal and facilitation skills

Language requirements:

- Fluent in written and oral communication in English. Knowledge of Romanian 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 including information on previous similar assignments;
2. Financial proposal;
3. Personal CV or P11 including past experience in similar projects and at least 3 references.

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 does 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 UNDP Moldova and the Consultant, prior to travel and will be reimbursed.

A one-week travel mission to Moldova is envisaged under this assignment.

6. EVALUATION

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

- Advanced university degree in chemical and waste management, POPs, environmental management or relevant disciplines.

- At least five (5) years of relevant experience in drafting UNDP/GEF project PIFs and documents the area of the Stockholm Convention on sound POPs management.

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:

- responsive/compliant/acceptable, and
- 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>		
Advanced university degree in chemical and waste management, POPs, environmental management or relevant disciplines	<i>(MSc-20 pts; PhD-30 pts)</i>	30
At least five (5) years of relevant experience in drafting UNDP/GEF project PIFs and documents the area of the Stockholm Convention on sound POPs management	<i>(5 years – 40 pts; >5 years – 2 pts for each additional year up to max. 10 pts)</i>	50
Experience of working with UNDP and/or other international organizations on the identified areas	<i>(to some extent - 10 pts, strong yes - 20 pts)</i>	20
Experience working in the Eastern Europe and CIS region	<i>(max 30 pts)</i>	30
Interview <ul style="list-style-type: none"> • Expert knowledge of GEF operating and strategic principles, especially as related to GEF-6 programme cycle • Proven working experience in the field of POPs, pesticides, e-waste and medical waste • Demonstrated experience in capacity development initiatives, notably at the systemic and institutional levels • Demonstrated ability of analytical and report drafting work • Fluent in written and oral communication in English. Knowledge of Romanian or/and Russian will be a strong asset • Competencies 	<i>(to some extent - 20 pts, strong yes - 30 pts)</i> <i>(up to 5 years - 15 pts; >5 years - 20 pts)</i> <i>(max 20 pts)</i> <i>(max 20 pts)</i> <i>(English – 25 pts, Romanian and/or Russian – additional max 5 pts)</i> <i>(max 50 pts)</i>	170
Maximum Total Technical Scoring		300

Financial

Evaluation of submitted financial offers will be done based on the following formula:

$$S = F_{\min} / F * 200$$

S – score received on financial evaluation;

F_{min} – 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 duration of the Individual Contract.

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