



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **18 June 2015**

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**Country:** Republic of Moldova

**Description of the assignment:** UN Human Rights Office (OHCHR): National Consultant on the right to health for the Ombudsperson Office

**Project Reference:** Office of the United Nations High Commissioner for Human Rights (OHCHR)

**Period of assignment/services:** 15 July 2015- 30 December 2015, 5.5 months

Proposals should be submitted online only, by following the “Apply online” link, no later than [8 July 2015](#).

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: [vpurcel@ohchr.org](mailto:vpurcel@ohchr.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.

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### 1. BACKGROUND

Since July 2008, OHCHR has deployed a Human Rights Adviser (HRA) based in the Office of the United Nations Resident Coordinator (UN RC) in the Republic of Moldova. The Human Rights Adviser supports and advises the UN RC Office, United Nations Country Team (UNCT) in Moldova, Government, National Human Rights Institutions (NHRI), and civil society in strengthening human rights and applying the human rights based approach to their respective activities.

The Project “Supporting National Human Rights Institutions as per International Treaty Bodies and UPR Recommendations” is implemented during 2015-2016 by OHCHR HRA jointly with UNDP and in cooperation with the Ombudsperson Office and Equality Council and with the financial support of the Norwegian Government. The overall goal of the project is to contribute to the effective protection and promotion of human rights, equality and non-discrimination in the Republic of Moldova. The project seeks to catalyze the emergence of the strongest possible independent national human rights institutions for Moldova – Ombudsperson Office and Equality Council – and to increase their focus around core strategic human rights goals to maximize their impact.

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

The scope of this Consultancy is to increase the capacity of the Ombudsperson Office to investigate and act upon cases of violations of human rights, especially those related to the right to health. The work of the National Consultant will consist of provision of medical expertise, advice and substantive support aimed at supporting the Ombudsperson Office to address cases related to the right to health. In order to achieve this goal the National Consultant is sought to:

- Facilitate and provide advice to the Ombudsperson Office staff during the process of examining cases related to violation of the right to health;

- Identify and analyse systemic patterns and discrepancies of human rights violations during provision of medical assistance on the basis of individual complaints received by the Ombudsperson Institution, from mass-media reports, relevant studies and reports, and international recommendations;
- Identify the national legal provisions that need improvement in order to ensure the respect of human rights in health system;
- Provide substantive support for the establishment of the Expert Group on medical cases within Ombudsperson Institution (support with identification and selection of members of the group, elaboration of Regulations of the group, organizing and coordinating the group);
- Elaborate and define the principles of cooperation of the Ombudsperson Office with the National Council of Evaluation and Accreditation in Health;
- Provide substantive support for the elaboration of the communication strategy of the Ombudsperson Office regarding the right to health;
- Perform any other tasks relevant to supporting the Ombudsperson Office in addressing cases related to violation of the right to health, as identified throughout the consultancy;
- Develop and provide monthly activity reports and other narrative progress reports as specified in the deliverables for the assignment.

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

#### **I. Academic Qualifications:**

- Completed university studies (minimum 6-year education) in medicine and/or healthcare domain;
- Trainings related to human rights, especially on the right to health are an asset.

#### **II. Experience and skills:**

- At least 6 years of working experience in the medical field;
- Experience with/on human rights issues in health care is an asset;
- Experience in working with international organizations (successful experience in working with UN agencies) is an asset;
- Knowledge on state institutions in the Republic of Moldova, including Ombudsperson Office. Knowledge of their work modalities is an asset;
- Knowledge on human rights environment in Moldova, especially the right to health;
- Experience in analysis, drafting studies and reports.

#### **III. Language requirements:**

- Knowledge of Romanian and Russian languages. Knowledge of English language is an asset;
- 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 individual consultants must submit the following documents/information to demonstrate their qualifications:

#### **1. Proposal:**

- (i) Explaining why they are the most suitable for the work;
- (ii) Provide a detailed methodology on how they will approach and conduct the work.

#### **2. Financial proposal;**

3. Personal CV including past experience in similar projects and the contact details of at least 3 reference persons.

## 5. FINANCIAL PROPOSAL

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables. Payments are paid in equal installments and 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 fees, taxes, mobile phone calls, etc.).

### 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.

## 6. EVALUATION

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

- Completed university studies (minimum 6-year education) in medicine and/or healthcare domain;
- At least 6 years of working experience in the medical field;
- Knowledge of Romanian and Russian languages.

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
<b><u>Technical</u></b>		
• Completed university studies (minimum 6-year education) in medicine and/or healthcare domain;	University degree – 40 pts.; Masters degree– 50 pts.	50
• Trainings related to human rights, especially on the right to health are an	Yes - 30 pts.; No – 0 pts.	30

asset.		
• Experience with/on human rights issues in health care is an asset;	Yes - 40 pts.; to some extent - 20 pts.; No – 0 pts.	40
• At least 6 years of working experience in the medical field;	6 years –up to 40 pts.; each additional year - 5 pts., up to maximum 60 pts.	60
• Experience in working with international organizations (successful experience in working with UN agencies) is an asset;	Yes - 20 pts.; to some extent - 10 pts.; No – 0 pts.	20
• Knowledge on state institutions in the Republic of Moldova, including Ombudsperson Office. Knowledge of their work modalities is an asset;	Yes - 40 pts.; to some extent - 20 pts.; No – 0 pts.	40
• Knowledge on human rights environment in Moldova, especially the right to health;	Yes - 40 pts.; to some extent - 20 pts.; No – 0 pts.	40
• Experience in analysis, drafting studies and reports;	Max- 15 pts.	15
• Knowledge of one or more additional languages relevant for Moldova, including Bulgarian, Gagauzian, Ukrainian, Romani or sign language is an asset. Knowledge of English language is an asset.	Max – 5 pts.	5
<b>Maximum Total Technical Scoring</b>		<b>300</b>
<b><u>Financial</u></b>		
Evaluation of submitted financial offers will be done based on the following formula: <b><math>S = F_{min} / F * 200</math></b> 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.		<b>200</b>

#### 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**