



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **16 November 2015**

Country: Republic of Moldova

Description of the assignment: National consultant to develop Moldova country case study on existing inequalities in urban settlements and their impact on sustainable human development in the framework of the approved SDGs

Project name: Innovation among business start- up and SMEs in post- incubation phase

Period of assignment/services: November - December 2015, with possibility of extension

Proposals should be submitted by pressing the "Apply Now" button no later than [November 23, 2015](#).

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

Human well-being is multidimensional and its disparities are reflected in terms of income, but also non-income dimensions. The analysis of inequality has become a fundamental political economy issue in the contemporary world: Inequality was a key theme for the 2015 meeting of the World Economic Forum at Davos in Switzerland, and recent statistics from Oxfam on the extent of the global wealth gap, as well as significant recent academic contributions to the discourse, have ignited debate on the issue. Diverging incomes, social statuses, sharp disparities in access to and distribution of resources, distribution of capital, and distorted policy-making decisions are leaving humanity divided and undermine sustainable human development.

UNDP's Humanity Divided study contrasts "early" development approaches to economic growth and inequality—some of which posit that economic growth in developing economies initially requires (or may be supported by) growing income inequalities—with approaches that emphasize complementarities between policy frameworks that support economic growth while also seeking to reduce inequality. Within this second category, a distinction is drawn between:

- pro-poor growth, in which economic growth is accompanied by falling poverty rates; versus
- inclusive growth, in which economic growth is accompanied by falling levels of inequality.

The upcoming SDG framework, in particular SDGs 5, 10, and 11 will capture a myriad of aspects of the inequality, including in the urban settlements. Data collection on the indicators, proposed for tracking progress under SDG agenda and analysis of such data might reveal an in-depth picture of the growing inequalities, particularly between urban and rural settlements and within the urban settlements.

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

The overall objective of the consultancy is to provide an analysis of the situation with various forms of income and wealth and non-income inequalities in urban Moldova, with particular focus on the capital city of Chisinau, using all available statistical data and research in the field. The consultant will develop a case study to be incorporated into the 2015 Regional Human Development Report on inequalities to be launched in early 2016. At same time, preliminary, such case study would be further developed into a full-fledged National Human Development Report.

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

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Education:

- Advanced degree in Development Economics, Statistics or other relevant fields;

II. Years of experience:

- At least 3 years of proven analytical and report writing skills in such areas as: income and non-income inequalities, social inclusion, human development, local economic development, and similar;
- At least 3 years of professional experience in the areas related to statistics and data analysis;
- Experience in the development of informative and analytical materials with the use of statistical data.

III. Competencies

- Thorough knowledge of the human development concept, related indices, regional tendencies;
- Strong analytical, drafting;
- Ability to analyse, plan, present ideas clearly and effectively;
- Excellent communication and teamwork skills;
- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

IV. Language requirements

- Fluency in English, Russian and Romanian is mandatory.

UNDP Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.

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 this position;
2. Financial proposal: in (USD, specifying a total lump sum amount and the number of anticipated working days).
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 (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 shall include a breakdown of this lump sum amount (including fee, taxes, 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.

6. EVALUATION

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

- Advanced degree in Development Economics, Statistics or other relevant fields;
- At least 3 years of proven analytical and report writing skills in such areas as: income and non-income inequalities, social inclusion, human development, local economic development, and similar;

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	Max. Points Obtainable
<u>Technical</u>		
Advanced degree in Development Economics, Statistics or other relevant fields;	(Master's – 40pts.)	40

At least 3 years of proven analytical and report writing skills in such areas as: income and non-income inequalities, social inclusion, human development, local economic development, and similar;	(3 years – 40 pts, each additional year of experience – 5 pts, up to a maximum of 60 pts.)	60
Interview:		
At least 3 years of professional experience in the areas related to statistics and data analysis;	(3 years – 30 pts, each additional year of experience – 5 pts, up to a maximum of 50 pts.)	50
Experience in the development of informative and analytical materials with the use of statistical data;	(up to a maximum 30 pts.)	30
Thorough knowledge of the human development concept, related indices, regional tendencies;	(up to a maximum 30 pts.)	30
Strong analytical, drafting;	(up to a maximum 25 pts.)	25
Ability to analyse, plan, present ideas clearly and effectively;	(up to a maximum 20 pts.)	20
Excellent communication and teamwork skills;	(up to a maximum 15 pts.)	15
Fluency in English, Russian and Romanian is mandatory.	(English – up to 10 pts; Romanian – additional 10 pts; Russian – additional 10 pts;)	30
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; 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