



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 8 February 2016

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**Country:** Republic of Moldova

**Description of the assignment:** National Consultant on Local Economic Development

**Project name:** Migration and Local Development Project (MiDL)

**Period of assignment/services:** 169 working days (within the period of March – November, 2016)

Proposals should be submitted **on-line** by pressing "Apply on-line" link, no later than **24 February 2016**.

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

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### 1. BACKGROUND

The Government of Moldova explicitly acknowledges its commitment to link migration and development at the local level. Institutions at all government levels are becoming increasingly aware that migration is one of development factors; this is especially true for emigres and their potential support to the home communities through local essential service improvement (water, sanitation, education, health and social services), skill and knowledge transfer and income generating opportunities.

Given the stringent need to further advance with the implementation of the Decentralization Strategy and embedding migration aspects into development processes, the State Chancellery together with United Nations Development Programme have designed a new Programme phase of the Joint Integrated Local Development Programme. The project is designed to support Central Public Authorities (CPAs) and LPAs to develop and implement strategic policies, methodologies and procedures related to temporary, permanent and circular migration and link them to local development processes, which will enable further design and implementation of joint service improvement and income-generating initiatives, ensuring equal access for women, children, young people the elderly, the disabled, and other population groups in selected localities. Moreover, the project is developed as a replicable approach with potentials for scaling up, with intensive capacity building and strengthening of national and local public authorities to better plan, manage, budget, and implement public service management with participation of community members, including migrants.

Thus, as seen above, integrating migration into local development requires a systematic, tangible and programmatic approach. The current project is proposed on the basis of the results achieved during the implementation of 3 phases of JILD (2007-2015), which has put a series of methodological approaches

and strategic frameworks in place. It supports integrated and systematic local development planning and management, by tackling both central and local levels.

The Overall Objective of the Programme is Communities affected by migration benefit from improved essential local services, namely water and sanitation, health, social and education services, and have access to income-generating opportunities, including improved employment reintegration support for returnees.

Considering the specific local development context, current situation and needs, the project sets two primary outcomes:

Outcome 1: The Ministry of Labour, Social Protection and Family and the National Employment Agency have mandates, capacities and resources to provide qualitative employment reintegration services to all returnees.

Outcome 2: Local public authorities have the capacities and resources to engage with community members, including migrants, and to promote know-how transfer from abroad with a view to improving local essential services and offering opportunities for income-generating activities.

Both areas of the project emphasize the national ownership and strengthening capacities at national and local levels to enable a socio-economic environment, secure employment support, reduce disparities and inequalities, provide income generating opportunities, and ensure sustainable local development. The project intervention will apply human rights based and gender equality approaches, including community empowerment and mobilization models with migrants' engagement, and various tools for efficient service provision.

The intervention supports the implementation of national development priorities, while responding to challenges of European Union driven reform. It is built on the priorities of the Government Programme 2015-2018, the National Development Strategy Moldova 2020, the National Decentralization Strategy 2012-2015, the Strategy on Migration and Asylum, the United Partnership Framework (for 2013-2017), and Swiss Cooperation Strategy Republic of Moldova 2014-2017.

In order to ensure impact maximization and tangible results, the project intervention envisages strong synergies with BRD/IOM and NEXUS, as part of the programmatic intervention funded by Swiss Cooperation Office SDC.

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

The **overall objective** of the National Consultant on Local Economic Development assignment (hereinafter Consultant) is to facilitate the mainstreaming of economic and business development within the process of local planning in 25 target communities, as well as to support the designing of MiDL intervention package to assist economic development of targeted communities. In this regard, the Consultant is expected to deliver the following tasks:

- Support to appraise the economic constraints and opportunities – within the process of local socio-economic planning<sup>1</sup> - in 25 MiDL target communities;
- Assess the potential for inter-municipal cooperation in supporting business development among 25 MiDL target communities;

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<sup>1</sup> The 25 MiDL target communities are in the process of upgrading their socio-economic strategies, by mainstreaming migration and enhancing economic/business aspects. The availability and current status of strategies is provided in the Annex to this TOR. The updating strategy timeframe is 2020.

- Support to mainstream feasible and imperative economic development measures within the Socio-Economic Strategies drafts for 25 MiDL target communities;
- Roadmap the MiDL intervention package to assist economic development of 25 target communities within the period of 2017-2018.

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

### 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

#### Education:

- University degree in the relevant field (*economics, finances, development studies, local development, etc.*).

#### Experience:

- At least 5 years of practical experience in the field of local economic development
- Experience in working with local public administrations
- Experience in assisting local communities to design local economic development plans
- Experience of developing and delivering training modules in local development
- Previous experience in development assistance or related work for a donor organization, consulting company, or NGO. Previous experience in working with UN agencies or international organizations is an asset.

#### Competences:

- Good knowledge of Moldovan rural area context;
- Knowledge and skills of MS Office, including Word, Excel, PowerPoint;
- Excellent command of Romanian and Russian.

#### Abilities:

- Demonstrated capacity of team-orientation work, excellent planning and organizational skills;
- Good communication and writing skills
- Sensitivity and respect for human rights and gender equality
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout;
- 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

### 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 consultancy
3. Financial offer;

The United Nations Development Programme in 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.

### 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.

### Travel

All travel expenses to target communities are in the **responsibility of MiDL** and shall not be included in the financial offer.

## 6. EVALUATION

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

- University degree in the relevant field (*economics, finances, development studies, local development, etc.*).
- At least 5 years of practical experience in the field of local economic development

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>   |   |                           |
| University degree in the relevant field ( <i>economics, finances, development studies, local development, etc.</i> ).   | (university degree – 15 pts, master degree – 20 pts, PhD - 30)  | 30                        |
| At least 5 years of practical experience in the field of local economic development   | (5 years - 10 pts., each additional year – 3 pts, up to maximum 30 points).   | 30                        |
| Previous experience in development assistance or related work for a donor organization, consulting company, or NGO. Previous experience in working with UN agencies or international organizations is an asset. | (up to 5 related projects – 10 pts., each additional related project – 2 pts, up to maximum 20 points).   | 20                        |
| Fluency in Romanian and Russian.  | (Fluency in Romanian and Russian- 20 pts)   | 20                        |
| Interview   | (40 – demonstrated technical knowledge and experience; 25 - proven knowledge of working with local public administrations; 30 - experience in assisting local communities to design local economic development plans; 25 - experience of developing and delivering training modules in local development; 30 - Good knowledge of Moldovan rural area context; 25 – strong analytical skills; 15 – communication/ interpersonal skills; 10 – creativity/ resourcefulness.) | <b>200</b>                |

| Criteria  | Scoring | Maximum Points Obtainable |
|---|---------|---------------------------|
| Maximum Total Technical Scoring   |         | 300                       |
| <b>Financial</b>  |         |                           |
| Evaluation of submitted financial offers will be done based on the following formula:<br>$S = F_{\min} / F * 200$ S – score received on financial evaluation;<br>Fmin – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round;<br>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**