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## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **28 March 2016**

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**Country:** Republic of Moldova

**Description of the assignment:** National Consultant on Energy Efficiency Project Design

**Period of assignment/services:** 15th April 2016 – 15th October 2016 (40 working days)

Proposal should be submitted online by pressing the "Apply Online", no later than April 7, 2016.

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

Republic of Moldova is a lower middle income country in transition located in the south-eastern part of Europe, with 95% of energy consumption being covered from imports. While the energy intensity is 3 times higher than the EU average, the residential sector is the main energy consumer (44%), followed by transport (18%) and industry (13%). Since 1995, the country is party to the UN Framework Convention on Climate Change (UNFCCC) and has joined the Kyoto Protocol in 2003. In line with the provisions of UNFCCC, the Republic of Moldova is part of the group of Non-Annex 1 countries. According to the Intended Nationally Determined Contribution (INDC) submitted ahead of the Paris Summit, Moldova intends to achieve an economy-wide unconditional target of reducing its greenhouse gas emissions by 64-67 % below its 1990 level in 2030. The reduction commitment could be further increased up to 78% below 1990 level – if low cost financial resources will be secured, and the country will benefit from clean technology transfer and technical cooperation.

In addition, Moldova is implementing an ambitious roadmap under the EU-Moldova Association Agreement. In the Climate Change area, with UNDP's support within the framework of a joint UNDP collaboration between UNDP and the European Union (i.e. the "Low Emission Capacity Building Programme"), the following milestones are close to finalization and government's approval: Low Emission Development Strategy (LEDS), the institutional framework for the Greenhouse Gas Emissions Monitoring, Reporting and Verification System and the development of four (4) Nationally Appropriate Mitigation Actions (NAMA).

Although the country struggles to transition towards a low emission development path, Moldova follows the global trend of continuously growing urbanization. Chisinau, Moldova's capital and also the largest city whose inhabitants make up over 22% of the total country population, is the largest energy user, emitter of GHGs, and consumer of resources in the country. Multi-story apartment blocks account for 157.2 million m<sup>2</sup> or 60% of the housing stock; one out of three (or 50 million m<sup>2</sup>) is in need of capital renovation, while 3.8 million m<sup>2</sup> is in an emergency state and has to be demolished. Regardless of the technical conditions, over 70% of multi-story

apartment buildings have very low thermal performance (especially buildings constructed in 1950 -1980s): thermal losses account for up to 50% of heat consumption.

Therefore, one of the top priorities for the country's energy security is to address energy consumption and refurbish the stock of public and residential buildings. UNDP is supporting the government in this regard, through a number of interventions addressing energy efficiency in public and residential buildings. There is largely untapped energy efficiency market in the municipal sector, and the potential for efficiency gains is substantial in residential buildings (estimated at 60%), however progress on these is hampered by institutional, legal, technical and financing barriers.

In 2010, the UNFCCC's Conference of the Parties (COP), agreed to establish the Green Climate Fund (GCF) as a central global investment vehicle for climate change finance. GCF is expected to play a key role in channeling new and predictable financial resources to developing countries and to catalyze climate finance – both public and private, and at the national, regional and international levels. The Fund is intended to operate at a larger scale than other comparable funds to promote the paradigm shift towards low-emission and climate-resilient development pathways. Access to GCF resources is managed through national, regional and international entities accredited to the Fund; UNDP has been approved by the GCF Board in March 2015 to be one of the first accredited implementing entities of the fund.

The objective of this assignment is to support the development of a full funding proposal for GCF and associated UNDP-GCF project document in Energy Efficiency in building sector, aimed at scaling-up investment in energy efficient buildings in Moldova by building on results of UNDP's prior work in this sector (e.g. facilitating ESCO (Energy Service Company) type of investments and NAMAs).

The Green Climate Fund (GCF) is a financial operating entity of the United Nations Framework Convention on Climate Change (UNFCCC) which is established in compliance with Article 11 of the Convention to contribute significantly to the collective efforts of the international community to combat climate change. The Republic of Moldova is accredited for submission of project proposals to the Green Climate Fund, with the Ministry of Environment acting as the National Designated Authority (NDA).

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

The National Consultant will work with the International Consultant/Team Leader and will support him in the development of a complete GCF Funding Proposal and UNDP-GCF Project Document on de-risking investment in EE retrofits.

The task of the National Consultant will be to ensure and facilitate the access to the required background document, national programmatic document, essential in the process of designing the UNDP-GCF project on de-risking investment in EE retrofits and development of the relevant Project Document to be submitted for approval by the GCF Board, in line with respective GCF Guidance.

To this end, the National Consultant will be responsible for supporting the International Consultant to plan and effectively undertake the required surveys and preparatory field work, establishing dialogue and a working relationship with stakeholders (funding partners, national counterparts and local communities), and the timely delivery of the agreed documents.

The work of the team of National and International Consultant will not start from scratch but will build on the existing draft Moldova Green Climate Fund Concept Note and will explore potential integration with one of the existing draft NAMAs in energy sector.

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

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

**Competencies:**

- Demonstrated capacity of team work, excellent planning and organizational skills
- Strong research, communications and writing skills
- Good PC commands, knowledge of information technologies
- Sensitivity and respect for sustainable development, human rights and gender equality
- Ability to deal with people with tact and diplomacy
- 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

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.

#### **Qualifications:**

The Consultant should possess the following qualifications:

#### **Education**

- Master's degree or equivalent in economics, finance, energy and/or environmental economics, or related discipline

#### **Experience**

- At least 10 years of working experience in the field of energy efficiency, preferably in the building sector
- At least 10 years of progressively responsible professional experience in the energy, environment, urban development or other relevant fields
- Proven experience with investment and technical assistance projects and programs in the area of energy efficiency in building sector for the international development agencies and/or IFIs
- Good technical knowledge of energy efficiency in buildings
- Good technical knowledge of GHG emission accounting and monitoring, reporting and verification schemes in building sector

#### **Language**

- Very good English and Romanian verbal and writing competencies.

### **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.

Local travels in Moldova are envisaged under this assignment.

## **6. EVALUATION**

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

- Master's degree or equivalent in economics, finance, energy and/or environmental economics, or related discipline
- At least 10 years of working experience in the field of energy efficiency, preferably in the building sector

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>		
Master's degree or equivalent in economics, finance, energy and/or environmental economics, or related discipline	<i>(MSc-40 pts; PhD-50 pts)</i>	50
At least 10 years of working experience in the field of energy efficiency, preferably in the building sector	<i>(10 years – 50 pts; &gt;10 years – 2 pts for each additional year up to max. 10 pts)</i>	60
At least 10 years of progressively responsible professional experience in the energy, environment, urban development or other relevant fields	<i>(up to 10 years – 35 pts; &gt;10 years – 50 pts)</i>	50
Proven experience with investment and technical assistance projects and programs in the area of energy efficiency in building sector for the international development agencies and/or IFIs	<i>(to some extent – 15 pts, strong yes - 30 pts)</i>	30
Good technical knowledge of energy efficiency in buildings	<i>(up to 5 years – 30 pts, &gt; 5 years - 40 pts)</i>	40

Good technical knowledge of GHG emission accounting and monitoring, reporting and verification schemes in building sector	(to some extent - 20 pts, strong yes - 40 pts)	40
Very good English and Romanian verbal and writing competencies	(English – 25 pts, Romanian – additional max 5 pts)	30
<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).

#### **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.