



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **20 June, 2016**

Country: Republic of Moldova

Description of the assignment: Two Civil Works Engineers

Project name: Support to Agriculture and Rural Development (SARD)

Period of assignment/services: June 2016 – November, 2018 (up to 320 days per each Engineer)

Proposals should be submitted online by pressing the "Apply Online" button, no later than **27 June, 2016, COB.**

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: leonid.mazilu@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. PROJECT DESCRIPTION

The overall objective of the project is to encourage confidence building in ATU Gagauzia and Taraclia district, including neighboring communities, through improved development opportunities leading to enhanced competitiveness of the agro-food sector, promotion of local entrepreneurship, creation of jobs, and raising incomes. The project has the following components:

Component 1: Enhanced Dialogue and Community Empowerment;

Component 2: Local entrepreneurship and SMEs development;

Component 3: Small-Scale Infrastructure Refurbishment and Promotion of Inter-Municipal Cooperation.

The project will be implemented in line with the confidence building approach, connecting region's authorities and structures to the national ones, facilitating dialogue and inclusion in development of national strategies, as well as connecting neighboring villages through inter municipal cooperation.

The proposed intervention will aim to address key gaps identified in the main strategic document of the region's development in line with Moldova 2020 Strategy for Agriculture and Rural Development, Strategy for SME Development 2020, as well as National Regional Development Strategy.

1.1 SPECIFIC BACKGROUND

Within the project 41 mayoralities of ATU Gagauzia and Taraclia district will undergo a community participatory capacity development process aiming to enhance good governance and local public management in line with rural development priorities. Technical assistance and capacity development support will be provided to local communities to develop and implement local development strategies,

with specific focus on agriculture and rural development challenges. The action will facilitate the establishment and functioning of local partnerships with the participation of community groups, district and community administration, NGOs, and other local level stakeholders.

The action will further focus on effective implementation of local development strategies (including their update or development where missing) and their link to regional development policies and ARDS. Particular emphasis will be placed on local public services and infrastructure development, and use of other national funds (including regional development fund, environment fund, energy efficiency fund etc.). Technical assistance will be provided to improve service provision in the areas of LPAs competence like communal services, health, social protection, education, and others. Further on, support will be provided to improve local service provision and upgrade basic infrastructure in 20 municipalities in Gagauzia and Taraclia districts, enhancing cooperation across the targeted districts, in line with local development strategies for enhanced rural development.

In addition to providing support for upgrading basic small-scale infrastructure, the Action will focus particularly on enhancing community cooperation across administrative borders with different autonomy. Seven clusters of municipalities will be assisted to pilot several forms of inter-municipal cooperation (IMC) for common priority sectors and services, (e.g. education, social protection, environment and energy efficiency, water and sewerage, solid waste), around which, clustering of municipalities will be encouraged. IMC is perceived as an instrument for improving efficiency and effectiveness of service delivery, in response to severe fragmentation of local public administrations.

Based on competitive selection process, technical assistance and grant support will be provided to 20 small-scale infrastructure upgrade projects and 7 Inter-Municipal Cooperation projects.

2. SCOPE OF WORK, EXPECTED OUTPUTS AND TARGET COMPLETION

The general objective of the consultancy is to support SARD Project in its efforts to provide technical assistance and build capacities among target local public authorities and communities, in the development and evaluation of small scale infrastructure and civil works, in compliance with national building codes and technical standards, ensuring cost effective capital investment and efficient use of UNDP Moldova and local communities' resources. Each target community will be enabled to appraise in a participatory manner project's scope of works, cost of works and budget, before approval.

The Engineers are also expected to closely monitor the progress of works for the implementation of small scale infrastructure and civil works in the selected communities in accordance with the contract requirements and applicable construction standards and legislation of Republic of Moldova. Upon completion of works the Engineers will arrange for and conduct the committees at the substantial and final completion of works.

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

3. 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) Certifications available
2. Financial proposal;
3. Personal CV including past experience in similar projects and at least 3 references.

4. 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 fees, taxes, travel costs, accommodation costs, communication, and number of anticipated working days).

Travel

All envisaged travel costs must be included in the financial proposal. The estimative distance for all envisaged field visits is 30,000 km.

5. EVALUATION

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

- University Degree in civil engineering, water and sanitation or architecture, or other relevant related area;
- Seven years of work experience in the field of civil engineering or water and sanitation;

The short-listed individual consultants will be further evaluated based on the following methodology:

A two-stage procedure will be used in evaluating the candidates:

1. Technical Criteria weight – 60% (300 pts);
2. Financial Criteria weight – 40% (200 pts).

Technical evaluation will be based on a thorough desk review of applications.

Only candidates obtaining a minimum of 210 points would be considered for the Financial Evaluation.

Criteria	Scoring	Maximum Points Obtainable
University Degree in civil engineering, water and sanitation or architecture, or other relevant related area;	(University Degree in Civil Engineering, Water and Sanitation or Architecture – 20 pts, University Degree in other relevant related area – 10 pts) (max 20 points)	20
Seven years of work general experience in the field of civil engineering or water and sanitation;	(7 years – 10 pts, each additional year – 2 pts, up to additional 10 pts)	20
Experience in the past 5 years in construction of small scale infrastructure and civil works in buildings renovation and water and sanitation networks;	(5 projects – 10 pts, each additional project – 2 pts, up to additional 10 pts)	20
Experience in dealing the Bill of Quantities for Invitation to Bids.	(3 years – 15 points; more than 3 years – 20 points)	20
Experience in dealing the Detailed Designs for infrastructure construction works.	(3 years – 15 points; more than 3 years – 20 points)	20
Experience in Supervision of Construction works	(5 years – 20 points; more than 5 years – 35 points)	35
Excellent command of written and spoken Romanian and Russian; knowledge of English is an asset;	(Romanian, Russian – 5 pts each; knowledge of English – 5 pts)	15
Interview: 1. In depth knowledge of national legislation	1. up to 40 points 2. up to 40 points	150

<p>pertaining to the construction works;</p> <p>2. demonstrated experience in Bill of Quantities and Detailed Designs for construction works;</p> <p>3. demonstrated experience in software similar to WinSmeta;</p> <p>4. communication/ interpersonal skills;</p>	<p>3. up to 40 points</p> <p>4. up to 30 points</p>	
Maximum Total Technical Scoring		300
<u>Financial</u>		
<p>Evaluation of submitted financial offers will be done based on the following formula:</p> <p><u>$S = F_{min} / F * 200$</u></p> <p>S – score received on financial evaluation;</p> <p>Fmin – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round;</p> <p>F – financial offer under consideration.</p>		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