

## Migration and Local Development Project

### Terms of Reference

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<b>Job title:</b>	National Consultant on Mechanical Engineering
<b>Duty Station:</b>	Chisinau Moldova
<b>Section/Unit:</b>	Migration and Local Development Project (MiDL)
<b>Type of Contract:</b>	Individual Contract
<b>Starting Date:</b>	01 November, 2016
<b>Duration of Assignment:</b>	8 months (up to 54 working days)

#### Job Content

##### I. BACKGROUND

The 'Migration and Local Development Project's' (MiDL) overall objective is to support the communities affected by migration in improving essential local public services namely water and sanitation, health, social and education services, as well as increasing the access of citizens to income-generating opportunities, including improved employment reintegration support for returnees. In this regard, 25 urban and rural communities from Moldova were selected as target localities under this project for piloting a comprehensive assistance package, aiming to creating viable national models of successful (re)integration of migrants/returnees and mainstreaming of norms and methodologies for migration considerations into sustainable local development.

In this context, MiDL is financially supporting the implementation of 23 pilot community projects (20,000\$ grants per project), developed and co-financed in partnership by local authorities and Associations of Natives ("Asociații de Băștinași). The community projects are already selected and the granting process is on-going.

6 out of 23 projects are targeting creation of communal services by procurement appropriate equipment/machinery (tractors, trucks, electro-machinery).

##### I. SCOPE OF WORK

The **overall objective** of National Consultant on provision of engineering assistance for community development projects (hereinafter Consultant) assignment is to provide technical assistance during the entire cycle of the implementation of community projects co-financed by MiDL/UNDP, targeting the procurement and use of the equipment/machinery.

For the given purpose, the Consultant shall carry out the following **tasks**:

1. Support target communities to define the most appropriate technical specification for required equipments/machinery (based on the planned services to be provided)

2. Support target communities to properly organize the procurement tenders or required equipment/machinery.
3. Support target communities in ensuring an adequate equipment/machinery maintenance framework.

## II. TASKS, ESTIMATED WORKLOAD AND TIMEFRAME:

To ensure adequate implementation of all planned activities, MiDL/UNDP is seeking a qualified and experienced national consultant to perform the assignment in 6 target localities of Moldova.

The assignment will require the completion of the following tasks in each locality:

Tasks and deliverables	Working days	Indicative Timeframe
<b>I: Support target communities to define the most appropriate technical specification for required equipments/machinery (based on the planned services to be provided)</b>  1: Support target communities to determinate the most appropriate technical requirements for the targeted equipment/machinery, based on detailed parameters of further use. 2: Support to determine the most feasible financial option for machinery/equipment to be procured  <b><u>Deliverable I.: Progress Report #1</u></b> ✓ Report - validation on the most appropriate technical solution for the equipment/machinery to be procured	3 days/locality	November 2016 – January 2017
<b>II: Support target communities to properly organize the procurement tenders or required equipment/machinery</b> 1: Support in preparation of technical specifications for procurement of works/services 2: Support in assessment/evaluation of technical part of the tender proposals  <b><u>Deliverable II.: Progress Report #2</u></b> ✓ Report- validation on the compliance of procurement process with endorsed technical specifications and principles of transparency, accountability and efficiency.	2 day/locality	January – February, 2016
<b>III: Support target communities in ensuring an adequate equipment/machinery maintenance framework.</b>  1: Support target communities to draft the technical regulation for equipment/machinery storage, use and maintenance 2: Instructions to the equipment/machinery user on its storage/use/maintenance rules.  <b><u>Deliverable III: Progress Report #3</u></b> ✓ Report – validation of the proper use framework of the equipment/machinery	4 days/locality	February – May 2017
<b>Total up to</b>	<b>9 days/locality</b>	

The consultant will work in a group of localities, as per the below Table.

#	Community	Rayon
1	Lozova	Straseni

#	Community	Rayon
2	Vorniceni	Straseni
3	Edinet	Edinet
4	Carpineni	Hancesti
5	Rusestii Noi	Ialoveni
6	Cioresti	Nisporeni

All activities under this assignment shall be performed in a gender-sensitive manner and applying human rights based approach.

Organizational settings: The Consultant will report to MiDL Local Public Services Officer and officers in charge.

Language of the deliverables: All deliverables shall be submitted in Romanian language.

Travel: All travel expenses are the **consultant's responsibility** and **shall be included in the consolidated financial offer.**

Performance evaluation: Consultant's performance will be evaluated following such criteria as: timeliness, responsibility, initiative, communication, accuracy, and quality of the products delivered.

## II. QUALIFICATIONS AND SKILLS REQUIRED

### I. Academic Qualifications:

- University Degree in mechanical engineering or related field; Advanced university degree is an asset.

### II. Years of experience:

- At least five years of professional working experience in the mechanical engineering field;
- At least three years of practical work within equipment/machinery procurement and maintenance activities

### III. Competencies:

- Knowledge of mechanical engineering, related to the communal sector (tractors, water supply, etc.)
- A strong client-service orientation;
- High level of responsibility and organization capacities;
- Proven experience in working with the international organizations, successful experience in working with UN agencies
- Computer proficiency, including knowledge of MS Office products (Word, Excel, Power Point);
- Proficiency in Romanian and Russian
- 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.

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.