

## CONSULTANT SERVICES PROCUREMENT NOTICE

Date: 7 March 2017

**Country:** Republic of Moldova

**Description of the assignment:** National Consultant to provide expert support on gender equality to security institutions

**Project name:** Women in Politics Programme /WIP

**Period of assignment/services:** Up to 20 working days in the period of March 24, 2017 – May 25, 2017

**Technical proposal** and **financial proposal** should be submitted **on-line** no later than 14 March, 2017, 23:58.

Requests for clarification only must be sent by standard electronic communication to the following e-mail: [asya.varbanova@unwomen.org](mailto:asya.varbanova@unwomen.org).

Please notice that this address is for information requests only, please do not send or copy your application package to this address.

UN Women staff will respond in writing or 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 consultants.

### 1. BACKGROUND

Grounded in the vision of equality enshrined in the UN Charter, UN Women, among other issues, works for the elimination of discrimination against women and girls, empowerment of women and achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security. Placing women's rights at the heart of all efforts, UN Women leads and coordinates the United Nations system to ensure that gender equality and gender mainstreaming commitments are turned to action everywhere. UN Women is a strong leader that supports the priorities and efforts of the member countries by establishing efficient partnerships with the civil society and relevant partners.

UN Women is operational in Moldova since 2010 on the basis of former UNIFEM projects, which were laid and active in the country from 2007. It extended continuous support to the Government of Moldova, to key stakeholders from national and local levels, through various programmes and activities aimed at creating an enabling environment for gender equality, recognized as a prerequisite for sustainable development with a strong and active policy on gender equality. Since 2014 UN Women has established its fully operational country office in Moldova.

The UN Women Country Program (Strategic Note for the Republic of Moldova) follows and is aligned to the 2013-2017 United Nations–Moldova Partnership Framework, National Gender Equality Program, and other national strategies and plans. Under its Strategic Note Impact Area 1: Women lead and participate in decision-making at all levels, UN Women is working towards three Outcomes, one of which is: Government and Parliament adopt legal and policy frameworks and mechanisms that promote gender balance in politics and decision making, including in peace and security structures.

Under this Outcome, in 2016 UN Women initiated cooperation with the Ministry of Defense (MoD) and the Armed Forces Military Academy of the Republic of Moldova "Alexandru cel Bun" which aims at increasing their institutional capacities and knowledge in the areas of gender equality and implementation of Security Council Resolution (SCR) 1325 on Women, Peace and Security (WPS) and other related Resolutions. In particular, UN Women Moldova supported the development of a first of its kind manual for defense and security personnel, to serve as teaching resource for courses in the Military Academy. Target audiences of the courses are the students of the Military Academy and Ministry of Defense military personnel undergoing continuous learning as well as those being deployed in missions abroad. The manual has been developed by a national expert and consists of four Units: Gender Fundamentals; Gender Perspective in Peace and Security; Gender Mainstreaming in the Security Sector; Protection of Women's and Girl's Rights and Prevention of Sexual and Gender-Based Violence. Each Unit contains general sections, country-specific sections, and practical exercises and handouts. Similar resources from other countries, specifically Georgia and Serbia, have been

used in the development of the manual. The manual is currently in a draft form and a final editing needs to be conducted.

Furthermore, as part of the gender self-assessment carried out under the leadership of the Ministry of Defense using DCAF methodology<sup>1</sup>, UN Women supported a legal study on the legislation and policies in the security sector from a gender perspective which has been distributed to all relevant stakeholders. A Resource Pack on WPS, which contains translated relevant SCRs, and other materials was developed and distributed. The publication “A Women’s Guide to Security Sector Reform” by the Institute for Inclusive Security and DCAF was also translated and is pending final editing. Several awareness raising events were supported during 2016 with different stakeholders such as Ministry of Defense, other security institutions, Members of Parliament and civil society organizations on the implementation of UN SCR 1325, and its global, regional and local implications. Under a partnership with the Washington-based Institute for Inclusive Security, and the Information and Documentation Center of NATO in Moldova, UN Women provided technical support in the realization of the workshop “Designing Moldova’s National Strategy to Implement UNSCR 1325” organized by these two institutions, in partnership with Ministry of Defense, and attended by representatives from relevant Ministries and Agencies and civil society. UN Women also supported the process of developing the new draft National Strategy for Gender Equality for 2017-2021 (currently pending Government adoption) which contains an Objective (Overall objective 4) on: *Ensuring gender equality in the security and defense sector* with three specific objectives: 1. *To ensure equal participation of women and men in leadership positions as well as execution*; 2. *Gender mainstreaming in security and defense sector policies*; 3. *Ensure implementation of CEDAW general recommendation No. 30 of the Committee and UN Security Council Resolutions on Women, Peace and Security*. Recently, the Government has also expressed commitment to establish a Working Group consisting of different Ministries in the security domain who will be responsible for developing an action plan for implementation of national commitments under UN SCR 1325 on Women, Peace and Security.

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

In line with its 2017 Annual Work Plan in the area of Women, Peace and Security, UN Women plans to recruit a national consultant to provide support in: 1) Editing of the Gender Manual for the Military Academy to ensure that it reflects the highest standards of publication on gender equality for security and defense representatives, in close cooperation with the lead author; 2) Technical support to assist the Working Group on SCR 1325 (when established) to develop action plan with specific activities in the field of women, peace and security; 3) Raising awareness on gender equality for specific government institutions during planned sessions; 4) Final proofreading of the Women’s Guide to Security Sector Reform to ensure the right terminology is used and provide suggestions on its possible use.

The national consultant will work under the supervision of the UN Women Programme Coordinator and in close collaboration with MoD and Military Academy relevant focal points.

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

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

### **I. Academic Qualifications:**

- Advanced university degree in gender equality, women’s studies, social studies, development studies or related field;

### **II. Years of experience:**

- At least five years of proven track record of working on gender equality and women’s empowerment in the Republic of Moldova.
- Demonstrated experience and advanced knowledge in training and advising government counterparts in gender equality
- Experience of working with the Moldovan security sector institutions
- Record of publications in the field of gender equality will be an asset

### **III. Functional Competencies:**

- Mature judgment and initiative;
- Ability to think out-of-the-box;
- Promotes the vision, mission, and strategic goals of UN Women

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<sup>1</sup> <http://www.dcaf.ch/Publications/Gender-Self-Assessment-Guide-for-the-Police-Armed-Forces-and-Justice-Sector>

- Ability to work in multi-disciplinary and multi-cultural teams
- Ability to work under pressure against strict deadlines
- Ability to present complex issues persuasively and simply
- Displays cultural, gender, religion and age sensitivity and adaptability.

#### **IV. Language skills:**

- Excellent command of Romanian language.
- Working knowledge of English and Russian language

#### **4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS**

Interested candidates must submit via online submission system the following documents/ information to demonstrate their qualification:

- Letter of Intent with justification of being the most suitable for the work, vision and working approach, specifically indicating experience of mobilization of excluded communities for participation and inclusion
- Duly filled Personal History Form (P11) and/or CV, including records on past experience in similar projects/assignments and specific outputs obtained; P11 can be downloaded at <http://www.unwomen.org/about-us/employment>;
- Financial proposal (in MDL) - Specifying a total lump sum amount for the tasks specified in this Terms of Reference). The financial proposal shall include a breakdown of this lump sum amount (daily rate and number of anticipated working days, and any other possible costs);

Please see Annex I: Price Proposal Guideline and Template and Annex II: Price Proposal Submission Form.

#### **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).

#### **6. TRAVEL**

No travels are envisaged under the current assignment.

#### **7. EVALUATION**

For detailed evaluation procedures please refer to Annex 1- Terms of Reference

#### **ANNEX**

##### **ANNEX 1 – TERMS OF REFERENCES (TOR)**

##### **ANNEX 2 – CONDITIONS OF SERVICE - CONSULTANT**