

## CONSULTANT SERVICES PROCUREMENT NOTICE

Date: 24 May 2017

**Country:** Republic of Moldova

**Description of the assignment:** National Consultant to support the Ministry of Labour Social Protection and Family to coordinate and facilitate the process of developing the 6th national periodical report on CEDAW implementation.

**Project name:** UN Women Moldova

**Period of assignment/services:** 19 June 2017 – 18 November 2017

**Proposals** should be submitted **on-line** no later than **11 June 2017, 23:59 local time**.

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

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 programs 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 and is guided by its Strategic Note 2014-2017 which is fully aligned with UN-Moldova Partnership Framework for 2013-2017, National Program on Gender Equality, and other national strategies and plans. During 2017, the assistance and cooperation is planned in three strategic results areas, namely: 1. Women lead and participate in decision-making at all levels, 2. Women, especially the poorest and most excluded, are economically empowered and 3. Women and girls live a life free of violence.

Moreover, UN Women is one of partnering in providing technical support to the Ministry of Labour, Social Protection and Family (MLSPF) in development and further implementation of the new National Strategy on Ensuring Gender Equality (2017-2021). UN Women interventions are guided by the Government's priorities as formulated in the Strategy "Moldova 2020" and the United Nations – Moldova Partnership Framework (UNPF) "Towards Unity in Action".

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

The National Consultant is expected to support the Department of policies on ensuring equality between women and men (DEO), Ministry of Labour Social Protection and Family (MLSPF), in facilitating and coordinating the process of developing the 6<sup>th</sup> national periodical report on CEDAW implementation, as well as enhancing the capacities of the national gender focal points within the line ministries to better understand and provide relevant and comprehensive information from sectorial perspective, related to both CEDAW recommendations and Convention's articles.

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

### 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

#### Education:

- University Degree in human rights, gender studies, public relations, development studies and/or other social science related areas relevant for the assignment, Master Degree is an asset;
- Other formal education relevant for the assignment.

#### Experience:

- At least 5 years of proven work experience in the field of gender equality, human rights and development;
- At least 3 years of proven work experience/collaboration with the Government sectors in assisting/supporting drafting policy recommendations/ policy reports, coordinating activities;
- Proven experience in developing analytical works in gender equality field would be an asset;
- At least 2 years of proven experience in working with international organizations (successful experience in working with UN agencies is an asset).

Language Requirements:

- Excellent command of Romanian and English knowledge of Russian would be an asset.

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

Interested candidates are invited to submit their online applications by **11 June 2017** with the following documents.

- Duly filled Personal History Form PHF11/CV;
- Letter of Intent to include a brief overview about which of your previous experiences makes you the most suitable candidate for the advertised position.
- List of the analytical works/documents developed in the gender equality field.
- Financial proposal (in MDL) - specifying an all-inclusive fixed total contract price, supported by a breakdown of costs as per template provided.

#### **5. FINANCIAL PROPOSAL**

The financial proposal shall include a breakdown of the lump sum amount (daily rate and number of anticipated working days). Please see Annex I: Price Proposal Guideline and Template and Annex II: Price Proposal Submission Form.

#### **6. TRAVEL**

No travels are envisaged under the current assignment. In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between UN Women and the National Consultant, prior to travel and will be reimbursed.

#### **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**