



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **02 May 2019**

Country: Republic of Moldova

Description of the assignment: National Consultant to provide support in implementation of the Grants Schemes for Home Towns Associations

Project name: Migration and Local Development Project (MiDL)

Period of assignment/services: May 2019 – December 2019, estimated workload 92 days.

Proposals should be submitted **on-line** by pressing "Apply on-line" link, no later than **13 May 2019**.

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: oxana.maciuca@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. BACKGROUND

Migration still remains an overwhelming issue in the Republic of Moldova; with a decisive impact both, at national and local level. According to various sources, overall 1/4 of the country's population is still residing abroad. The rural area of the country is particularly affected, as it loses its economically active population in favor of international labor migration and with it, its long-term development perspective. On the other side, remittances continue to make a difference and create significant dependence.

The Moldovan Government (GoM) acknowledges that, if addressed and managed properly, human mobility can also bring many opportunities, changes and improvements in the country. Due to the Swiss development support, the GoM migration policy focus shifted from a management and control perspective to capitalizing on the opportunities provided by migration.

Within the period of 2015-2018, with the support of SDC and UNDP, the Moldovan Government succeeded to successfully devise, enhance and spill over an innovative and effective tailor-made national DMD model of migrants' engagement into local development process, pursuing the improvement of basic local services, creating jobs and income generating activities. Within the

piloting phase, 38 communities (representing over 10% of the country population and located in all regions of Moldova) have been supported to pioneer a new DMD model, which resulted in improved local infrastructure and local services with tangible benefit for over 310,000 citizens.

Building on the previous positive experience at local level, the UNDP is implementing a new phase of 'Migration and Local Development Project' (MiDL Project) during 2019-2020. Overall Goal of this continuation is maximizing the impact of migration on the socio-economic development through an improved institutional framework and engaged Diaspora. In this context, the project shall pursue two Outcomes:

Outcome 1: Moldovan labour, potential, actual and returning migrants benefit from comprehensive employment support services;

Outcome 2: Community members, including migrants are meaningfully engaged in the local development process.

To that end, the project envisages a comprehensive, tailor-made and multi-layered capacity building support for its beneficiaries to enable them to achieve the objectives and goals of the project. More specifically, MiDL shall target three categories of beneficiaries. For Outcome 1, MiDL shall work with the MSMSP and National Employment Agency and its territorial structures (NEA/TEA) strengthen stakeholders' capacities to design and deliver human-centred employment services and raise awareness among migrants and their families about the risk and advantages of labour migration, benefits and opportunities of reintegration in Moldova. For Outcome 2, MiDL shall work with: a) Hometown associations, and b) local public authorities – local migration focal points, in the area of Diaspora, Migration and Development (DMD).

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

The overall objective of the assignment of the National Consultant (hereinafter Consultant) is to provide methodological support and guidance to the project team for supporting the implementation of the HTAs dedicated Grants Programs, specifically: HTAs Accelerator, HTAs Incubator and DAR 1+3.

The Consultant will contribute to the successful achievement of the Outcome 2 (Output 2.2) Experience of migrants' involvement in community development is well documented and capitalized for easy replication. Under this Output, the incumbent will support the UNDP/MiDL team to support target HTAs to effectively implement local development projects and small initiatives in their native localities from Moldova. This will be done via continuous communication with successful applicants (HTAs), assessment of their needs and provision of relevant recommendations, monitoring and evaluation of HTAs projects implementation, and ensuring of the timely and quality HTAs reporting to the team.

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

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Education:

- University degree in Development Studies, Public Administration, Public Policy, Social Sciences, Economics, or other related areas;

Experience:

- At least five years of practical work experience in the area of Community Development;
- At least two years of practical work experience in Coordination of Grant Programmes;
- Knowledge of civil society, as well as of the activities related to Community Development on the local level;
- Previous experience in development assistance or related work for a Local Public Authority, public institutions, civil society organizations.

Competencies:

- Practical skills in conducting assessments, evaluations and/or reviews of community development projects;
- Understanding of role of diaspora in supporting local projects and local public authorities;
- Good analytical and evaluation skills;
- Demonstrated communication, teamwork, presentation and advocacy skills, particularly with regard to human rights and gender equality issues.
- Ability to deal with people with tact and diplomacy;
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout;
- Fluency in Romanian and Russian is mandatory. Good knowledge of English is an asset.

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.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. CV with at least 3 contact references;
2. Cover letter, stating their interest in and qualifications for the consultancy
3. Financial proposal in (USD, specifying a total lump sum amount) as described below;
4. Offeror's letter confirming interest and availability for the assignment

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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 (fee per day * days) of this lump sum amount (including fee, taxes, per diems, and number of anticipated working days).

Travel

All envisaged travel costs in the Republic of Moldova will be covered by the project.

6. EVALUATION

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

- University degree in Development Studies, Public Administration, Public Policy, Social Sciences, Economics, or other related areas
- At least five years of practical work experience in the area of Community Development;

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
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Criteria	Scoring	Maximum Points Obtainable
Technical		
University degree in Development Studies, Public Administration, Public Policy, Social Sciences, Economics, or other related areas;	(university degree – 20 pts, master degree – 40 pts)	40
At least five years of practical work experience in the area of Community Development;	(5 years - 40 pts; each additional year – 2 pts, up to maximum of 70 pts.)	70
At least two years of practical work experience in Coordination of Grant Programmes;	(2 years - 40 pts; each additional year – 2 pts, up to maximum of 60 pts.)	60
Knowledge of civil society, as well as of the activities related to Community Development on the local level;	(up to 3 related projects - 30 pts., each additional related project – 5 pts, up to maximum 60 points).	60
Previous experience in development assistance or related work for a Local Public Authority, public institutions, civil society organizations.	(At least 3 years - 30 pts., each additional year – 5 pts., up to – 55 pts.)	55
Fluency in Romanian and Russian. Good knowledge of English.	(Romanian – 5 pts., Russian- 5 pts, English – 5 pts)	15
Maximum Total Technical Scoring		300
Financial		
Evaluation of submitted financial offers will be done based on the following formula: $S = F_{min} / F * 200$ S – score received on financial evaluation; F _{min} – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round; F – financial offer under consideration.		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