



This project is funded
by the European Union

**This project is funded by the European Union
and implemented by the
United Nations Development Programme**

European Union - Confidence Building Measures Programme
Programul Uniunii Europene – Măsurile de Promovare a Încrederii
Программа Европейского союза - Меры по укреплению доверия



Empowered lives.
Resilient nations.

TERMS OF REFERENCE

Job title:	International Consultant/ Cultural Heritage Expert
Duty station:	Home based with up to five (5) short term assignments to Moldova
Reference to the	EU Confidence Building Measures (EU CBM V) Programme
Contract type:	Individual Contract (IC)
Contract Duration:	August 2019 –November 2021, estimated workload: up to 70 working days

Job content

I. Background:

In 2019 the European Union launched the fifth phase of the Confidence Building Measures Programme (EU-CBM V), having UNDP Moldova as implementing partner. The overall goal of the Program is to increase confidence between both banks of the Nistru River by ensuring socio-economic development through involvement of local authorities, civil society organizations, private actors, and other community stakeholders.

The EU CBM programme is focused on 4 specific fields: promoting business development; support to community development and cross river platforms of cooperation; preserving cultural and historical heritage and assistance to media development and cooperation.

Culture is essential for the development of any society. Culture may have a strong dynamic and transformative force for social transformation on both banks. The activities under this component will provide support to the cultural sector with a focus on historical heritage with a view to investing in the country's future and facilitating development and conflict settlement.

Cultural and Historical heritage component focuses on conservation-restoration of historical monuments of national importance and on conservation-restoration of smaller scaled historical heritage endangered projects, which are considered to have a national interest for both banks (Confidence building measures dimension).

Two Flagship projects to undergo conservation-restoration under EU-CBM programme are: Bender Fortress located in Transnistrian region and Chisinau Circus located in capital of Moldova.

Since the Programme started in January 2019, synergies were established with EU-funded TWINNING programme whose experts provided series of seminars on conservation-restoration practices as well as conducted preliminary assessments of both Flagship project sites.

II. OBJECTIVES AND SCOPE OF WORK

The major objective of present assignment is to provide guidance, strategic advice and support to EU CBM V Programme in the conceptualization, initiation and operationalization of Cultural heritage component of the programme.

The scope of work will consist of consulting on relevant International procedures for Cultural Heritage component implementation, both for identified Flagship projects and yet to be selected smaller scale cultural heritage projects, providing a clear guidance for short term and long term interventions, participation in developing of relevant TORs, supervision and monitoring of both design and conservation/restoration works.

The expected outputs of the present assignment are:

- Provision of specific technical expertise for identification, contracting, supervision and monitoring of subcontractors to elaborate masterplans, conduct technical expertise and develop technical design, and perform conservation/rehabilitation works at two Flagship Projects – Bender Fortress and Chisinau Circus;
- Assistance in implementation of Cultural Heritage component (conceptualization, identification of focus areas, development of selection criteria for grant support of 10 small scale cultural heritage objects; provide support in the evaluation and implementation process).

III. KEY ACTIVITIES

In order to achieve the stated objective, the following activities are to be addressed:

1) TECHNICAL EXPERTISE ON 2 FLAGSHIP PROJECTS IMPLEMENTATION:

- Provide expert's opinion for selection of subcontractors:
 - to elaborate Bender Fortress Master Plan,
 - to conduct Bender Fortress Technical expertise and develop Technical design of phase 1 conservation works;
 - to conduct Bender Fortress phase 1 conservation works;
 - to conduct Chisinau Circus Technical Expertise
 - to develop Chisinau Circus technical design of phase 1 rehabilitation works
 - to conduct Chisinau Circus phase 1 rehabilitation works
- Based on conducted technical expertise reports, assist in development of TORs for Technical Designs and Conservation/Rehabilitation works tenders;
- Provide technical review of the mid-term and final deliverables all subcontractors (elaboration of Masterplans, technical expertise, technical design and conservation works);
- Provide technical monitoring and on-site supervision of Conservation/Rehabilitation works conducted at 2 Flagship projects;

2) CULTURAL HERITAGE COMPONENT CONCEPTUALIZATION, INITIATION AND IMPLEMENTATION

- Analyze the current status of Cultural heritage objects and related legislation on both banks of Nistru river, provide recommendation on harmonization of rules and regulation and advise on short term and long-term solutions;
- Take part in meetings of Cultural Heritage working group facilitated by EU CBM V Programme, that include specialist from both banks of Nistru River, assist in identification of focus areas for EU Funded Cultural Heritage fund project;
- From the moment of conceptualization of Cultural Heritage Fund project, assist EU CBM programme with development of Selection Criteria and Guide for Applications for up to 10 small scale Cultural Heritage grants;
- Participate in selection process of cultural heritage projects to be supported by EU CBM programme;
- Provide technical monitoring and on-site supervision for selected (up to 4) small scale cultural heritage projects;

IV. DELIVERABLES AND INDICATIVE TIMEFRAME

The following deliverables, activities, and milestones are to be fulfilled by the consultant:

Deliverables <i>(provision of deliverables of required content and quality is the only criteria for expert's payment)</i>	Estimated work volume <i>(used at the submission stage)</i>	Tentative timeframe <i>(subject to coordination/adjustment with EU-CBM project team)</i>
1. Assignment Concept <ul style="list-style-type: none"> a. Conceptual approach for assignment implementation adjusted. b. First visit work agenda developed in cooperation with EU CBM V team and approved. Deliverable 1: Implementation concept and first visit agenda submitted	up to 3 working days (w.d.)	By August 15, 2019
2. Conceptualization of Cultural Heritage Fund project: <ul style="list-style-type: none"> a. Desktop analysis of Moldovan and Transnistrian Status of Cultural heritage objects and legislative acts; b. First visit to Moldova to present findings of the analysis and participate in Working Group meetings; c. Recommendation on Cultural Heritage Fund focus areas discussed and agreed with major stakeholders; d. Selection Criteria and Guide for Applications developed, agreed with major stakeholders, and approved by EU CBM V Programme Board; Deliverable 2: Report with recommendations on Cultural Heritage Fund concept submitted. Selection Criteria and Guide for Applications approved.	up to 15 w.d. out of which 5 w.d. in Moldova	By September 30, 2019
3. Expert Opinion on contractors mid-term deliverables of: <ul style="list-style-type: none"> 1. Bender Fortress Masterplan 2. Bender Fortress Technical expertise and Technical Design 3. Chisinau Circus Technical Expertise 4. Chisinau Circus Technical Design 	up to 12 w.d.	By November 15, 2019

	Deliverable 3: 4 Technical experts opinion reports submitted.		
5.	Expert Opinion on contractors' final deliverables of: a. Bender Fortress Masterplan b. Bender Fortress Technical expertise and Technical Design c. Chisinau Circus Technical Expertise d. Chisinau Circus Technical Design Deliverable 4: 4 Technical experts opinion reports.	up to 8 w.d.	By January 31, 2020
4.	Contribution to TORs for phase 1 conservation/rehabilitation works for: a. Bender Fortress b. Chisinau Circus Deliverable 5: 2 TORs cleared.	up to 4 w.d.	By February 28, 2020
5.	Provide experts opinion for EU CBM Tenders Evaluation Panel: a. Bender Fortress conservation works b. Chisinau Circus rehabilitation works Deliverable 6: 2 Technical experts opinion reports submitted.	up to 6 w.d.	By March 15, 2020 ()
6.	On site Supervision and Monitoring of conservation/rehabilitation works for 2 flagships and at least 4 small scale cultural heritage objects (at least 2 visits to Moldova in the period April 2020-October 2021) Deliverables 7 and 8: at least 2 supervision and monitoring reports	10 w.d. out of which 5 in Moldova 10 w.d. out of which 5 in Moldova	Report 1 – by October 31, 2020 Report 2 - by October 31, 2021
	Final activity report	up to 2 w.d.	by November 31, 2021
	TOTAL Estimated work volume	70 w.d.	

Note:

The indicated tentative timeframe has been estimated as being sufficient/feasible for the envisaged volume of work to be completed successfully and is proposed as a guideline for the duration of the assignment. The provision of the envisaged deliverables approved by the EU CBM V shall be the only criteria for Consultant's work being completed and eligible for payment/s. All deliverables shall be developed and submitted in English in electronic format.

V. INSTITUTIONAL ARRANGEMENTS

The Contractor will be home based. Visits to Moldova are to be coordinated and approved by EU CBM V programme. The contractor will be provided a work space in EU CBM office, in-country transportation, logistics and interpretation (if needed) will be provided by EU CBM Programme. The Contractor has to cover on its own the airfare and accommodation during assignments in Moldova. Documents for review and evaluation will be provided by EU-CBM in electronic format. All above deliverables shall be endorsed by the EU CBM V Programme Manager within 14 calendar days from their submission.

VI. PAYMENT FOR PROVIDED SERVICES

The payment for services will be made in tranches upon submission of deliverables stated in point IV above, number of assignments undertaken in Moldova and acceptance by the EU CBM V Programme Manager.

VII. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATION

I. Academic Qualifications:

- Master's Degree (or equivalent) in Architectural Conservation/Architecture; Economics applied to Cultural heritage; Land Use Planning/Urban Planning; Archeology or other relevant field.

II. Working experience:

- At least 10 years of progressive professional international experience in the area of Cultural Heritage conservation;
- Possession of relevant professional licenses (if any);
- Proven experience in developing masterplans/conservation programmes/supervision of conservation works for cultural heritage sites;
- Former experience in Moldova and/or South East European Countries is an advantage;
- Experience of work with international organizations/projects, including UN and/or European ones;
- Experience of working in multi-ethnic/conflict sensitive areas is an advantage;
- Proven experience in strategic programming and project proposal drafting.

III. Competencies:

- Experience of work in multifaceted environment, that requires to combine and formulate common goals and crystalize win-win ideas and approaches;
- Ability to meet deadlines and prioritize multiple tasks;
- Excellent writing, editing, and oral communication skills in English, knowledge of Romanian and/or Russian is an asset.

IV. Personal Qualities and other requirements:

- Good interpersonal skills, solid judgment/decision making, initiative and creativity;
- Ability to analyse, plan, communicate effectively orally and in writing, draft reports, organize and meet expected results, adapt to different environments (cultural, economic, political and social);
- 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 EU CBM Programme team and UNDP Moldova is committed to workforce diversity. Women and men, persons with different types of disabilities, LGBT, Roma and other ethnic, linguistic 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.