

## CONSULTANT SERVICES PROCUREMENT NOTICE

Date: March 3, 2020

**Country:** Republic of Moldova

**Description of the assignment:** National Consultant to support development of the Country Gender Equality Brief Moldova

**Period of assignment/services:** 40 working days, in the period March-September 2020

**Financial proposal** should be submitted **on-line** no later than **20 March 2020, 23:59 EST**.

Requests for clarification only must be sent 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, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

As part of the UN System-wide investments, and leveraging UN Women's three-pronged mandate—supporting strengthened global norms and standards; promoting effective coordination, coherence and commitment across the UN System towards gender equality; and supporting Member States to translate global norms and standards into national policies and action—the UN Women's global Strategic Plan 2018-2021 commits to increased national-level knowledge and strengthened national systems to monitor international, regional and national commitments to gender equality and the empowerment of women (GEWE).

In support of the above, effective 2019, UN Women regional offices (ROs) and country offices (COs) are supporting UN Coordination on gender through developing Country Gender Equality Briefs (CGEB). CGEB serve to capture up-to-date state of the gender equality in the country; they summarize the existing sex-disaggregated data and map the data gaps, provide up to the date information on the country's compliance with internationally agreed commitments to gender equality and women's empowerment (CEDAW, UPR, SDGs. etc.), and map GEWE policies, analyze institutional mechanisms, capacities and partnerships upholding national and local level work towards achieving gender equality.

In countries working towards the realization of the UN Partnership Framework for Sustainable Development (UNPFSD), the CGEB provide valuable inputs in the monitoring of the gender mainstreaming of the UNPFSD. Moldova is at the middle time of implementation of the UNPFSD 2018-2022.

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

As part of the UN System in Moldova, UN Women is seeking the services of an experienced national consultant to develop the Country Gender Equality Brief.

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

### 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

#### I. Academic Qualifications:

- Advanced (Masters) degree in international development or development studies with focus on gender/women's rights, public administration or other social sciences fields relevant to the requirements of the TOR. PhD is an asset

#### II. Years of experience:

- At least 5 years of proven experience in analytical and research work (minimum two analytical work to be provided)
- Experience of advocacy-related work with gender equality and women's empowerment issues in Moldova is an asset;
- Previous professional experience with development agencies and/or the United Nations is an asset.

### III. Language and other skills:

- Proficient in written and oral English and the Romanian languages;
- Computer literacy and ability to effectively use computers, and standard applications for concise communication and development of complex written documentation;

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

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

- Personal History Form (P-11 form) - including past experience in similar assignments; can be downloaded at <http://www.unwomen.org/about-us/employment>, a signed copy should be submitted;
- Letter of Intent to include a brief overview about which of your previous experiences makes you the most suitable candidate for the advertised position.
- Minimum two examples of analytical work to be provided.
- Financial Proposal: Specify 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 (per deliverable, all travel costs, per diem any other possible costs as relevant);

Applications without financial proposal may be treated as incomplete and may not be considered for further assessment.

## **5. FINANCIAL PROPOSAL**

Specify 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 (per deliverable, all travel costs, per diem any other possible costs as relevant); Please see TOR Annex I and Annex II.

## **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 Terms of Reference

### **ANNEX 1 – Price Proposal Guideline and Template**

### **ANNEX 2 – Price Proposal Submission Form**