



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 10<sup>th</sup> of December 2020

**Country:** Republic of Moldova

**Description of the assignment:** 5 National Consultants in conducting Adaptation Technology Needs Assessment, phase I in water, energy, health, forestry, transport sectors.

**Project name:** NAP-2: Advancing Moldova's National Climate Change Adaptation Planning Project

**Period of assignment/services:** December 2020 – March 2021, 20 working days/expert

**Contract type:** Individual Contract (IC)

Proposals should be submitted online by pressing the "Apply Online" button, no later than **18<sup>th</sup> of December 2020**.

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: [pavel.gavrilita@undp.org](mailto:pavel.gavrilita@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

Climate change is already profoundly impacting the conditions for resource availability and agricultural activities. Over the last decade, the country has experienced a number of extreme events, such as droughts and major floods, along with the incremental effects caused by increased mean temperature, and the uneven distribution of precipitation through the year, which have had negative consequences on the country's economy, and its population wellbeing and health. Severe droughts are recurring more frequently causing significant economic losses. The increasing scope and intensity of extreme events has also resulted in increased frequencies of high-risk situations. By 2050, an increase of 2–3°C in the average temperature, an additional 32 days that exceed the current maximum temperature by 10%, and an additional 12 days with zero precipitation are projected.

The Government sees the National Adaptation Planning (NAP) process as key to achieving the adaptation objectives outlined in its 2014 Climate Change Adaptation Strategy of the Republic of Moldova, and its 2020 Nationally Determined Contributions (NDC), as well as the continued mainstreaming of climate change considerations into its policies and budgeting processes. The proposed project supports the Government of the Republic of Moldova in advancing the second cycle of its National Adaptation Planning process (known as NAP-2). The outcomes of the NAP-2 national adaptation planning processes, are:

- **Outcome 1:** To strengthen and operationalize the national steering mechanism for climate change

- adaptation (CCA);
- **Outcome 2:** To improve the long-term capacity on planning and implementation of adaptation actions through CCA technologies;
- **Outcome 3:** To improve the mainstreaming of climate change adaptation through the increased alignment of national development priorities, in the priority sectors (forestry, health, energy and transport).

The project will contribute to UNDAF, 2018-2022 outcome #3 (The people of Moldova, especially the most vulnerable, benefit from enhanced environmental governance, energy security, sustainable management of natural resources, and climate and disaster resilient development). Additionally, the project will contribute to the UNDP Country Programme Output 3.3 (National and sub-national governments have improved capacities to integrate resilience to climate change and disasters into development plans and practices to reduce population's vulnerability). Other than that, the project will contribute to the National Development Strategy "Moldova 2030" through: a) reduction of energy consumption by increasing energy efficiency and using renewable energy sources, and b) agriculture and rural development: competitiveness of agri-food products and sustainable rural development.

The preliminary work under the first cycle of the NAP (known as NAP-1) supported the development of a NAP as a process, conceptualizing and developing its elements, including the national steering mechanism, and laid down the groundwork towards long-term adaptation planning. Albeit the progress, significant gaps remain in the integration of climate change considerations into many of the development policies of the national priority sectors and their associated budget priorities. National appropriations for CCA remain limited.

The NAP-2 goals will be achieved within two parallel implementation tracks. The first track implemented by UNDP expands and deepens the national approach developed under the NAP-1 and strengthens synergies both vertically, at different levels of the governance, and horizontally, between the sectors affected by climate change to reduce duplication of efforts, pool scarce resources for effective use, and ensure a coherent and comprehensive approach to the integration of CCA responses into development planning, while the second track will focus on adaptation in the agriculture sector and will be concurrently implemented under the auspices of FAO.

The National Designated Authority has coordinated with the UNDP and the FAO country offices to ensure the complementarity and congruency of the activities and exchange, as appropriate. By its very nature, the NAP-2 will facilitate integration of CCA into existing strategies, policies and programmes and establish a strong foundation for the integration of methods, tools and information systems in day-to-day planning activities to effectively inform decision-makers on the climate risks, and to enable the informed formulation of resilient projects and financing strategies.

The Project Sub-Outcome on up-taking Adaptation Technologies aim to expand the CCA capacity building activities with the development of a CCA Technology Framework that articulates the medium- and long-term objectives needed to acquire technological know-how to address CCA needs, and achieve widespread and transformational technology transfer at sub-national and sector levels. Within the Technology Framework, technology assessments will provide information on technology needs. The prioritized technologies will be included in the formulation of gender responsive CCA investments proposals for further finance mobilization.

The Technology Needs Assessments (TNA) are central to the work of Parties to the UNFCCC Convention and present an opportunity to track an evolving need for new equipment, techniques, practical knowledge and skills, which are necessary to reduce the vulnerability of sectors and livelihoods to the adverse impacts of climate change. In this context, UNDP Moldova is seeking to recruit a team of national experts to support country participatory TNA process for adaptation in water, health, transport, energy, forestry sectors. The outcomes of the assignment will contribute to the achievement of adaptation goals of Moldova stated in its updated NDC (2020), while meeting the national targets for SDGs 13,7,9, 3,15,6.

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

The main objective of the assignment is to make an analysis of existing technological development in water, health, transport, energy and forestry sectors, including climate risks and vulnerabilities and to identify climate adaptation technological needs of those sectors to be addressed in the further steps of TNA process.

### **Summary of key functions:**

5 National Consultants shall apply a participatory approach to the TNA of five sectors of Moldova's economy water, transport, energy, health, and forestry concerning climate adaptation, involving a wide range of stakeholders and ensure a multi-sector and multi-disciplinary scope. They will also ensure communication with sectoral Working Groups, other TNA team members, outreach to stakeholders on work products. More specifically to:

- a) Undertake stakeholders mapping and identify the relevant categories of stakeholders to be engaged in the TNA process;
- b) Link-up with identified stakeholders and facilitate the setup of sectoral Working Group consisting of ministerial staff, technical experts, researchers, practitioners, other relevant stakeholders within the respective sector;
- c) Identify institutions for data acquisition and other support;
- d) Review existing national policies related to technological innovation, climate change (NDC, National Communications, first TNA, etc) and sectoral development;
- e) Provide an overview of the current and expected impact of climate change on sector and identification of sectoral vulnerabilities;
- f) Provide the analysis of existing technological development of the sector and currently applied technologies referring to climate adaptation of the sector;
- g) Through a participatory process, involving sectoral workgroups, other stakeholders, undertake the identification of technological needs for the adaptation to climate change of the respective sector;
- h) Contribute to organisation of consultative stakeholders' meetings and workshops or webinars.

**Duration of Work:** This is a part-time consultancy. The timeframe for the work of the consultant is planned for December 2020 – March 2021.

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

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

### **Academic Qualification:**

- University degree in water resources, transport, health, forestry, energy or other relevant field related to the assignment

**Experience:**

- At least 5 years of working experience in the related to the assignment sector
- Extensive knowledge of - and experience with - climate change relevant policies and technologies at the sector and national level
- Familiarity with national development objectives and needs of the selected sector
- Familiarity with climate change science, potential climate change impacts and adaptation needs in the selected sector.

**Competences:**

- Good coordination and facilitation skills, as well as proven analytical capabilities and excellent writing skills
- Experience in the usage of computers and office software packages (MS Word, Excel, etc)

**Language requirements:**

- Fluency in Romanian and good knowledge of English is required for this assignment, Russian is an asset

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.

UNDP 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 **required documents/information** to demonstrate their qualifications:

- ☒ Offeror's Letter confirming Interest and Availability, including financial offer, according to Annex 2;
- ☒ CV, including information about experience in similar assignments
- ☒ Brief description of why the individual considers him/herself as the most suitable for the assignment (**please indicate to which sector are you applying for (i.e. water, energy, health, forestry, transport sectors)).**)

Incomplete applications will not be considered.

**5. FINANCIAL PROPOSAL****Lump sum contracts**

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 fees, taxes, travel costs, accommodation costs, communication, and number of anticipated working days) (see Annex 2 of the Offeror's Letter Confirming Interest and availability attached to this Procurement Notice).

### **Travel**

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

## **6. EVALUATION**

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

- University degree in water resources, transport, health, forestry, energy or other relevant field related to the assignment;
- At least 5 years of working experience in the related to the assignment sector.

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
<b><u>Technical</u></b>		
University degree in water resources, transport, health, forestry, energy or other relevant field related to the assignment	under-Master's – 40 pts, Master's degree – 50 pts	50
At least 5 years of working experience in the related to the assignment sector	5 years – 40 pts, each additional year 5 pts up to max – 60 pts	60
<b><u>Interview</u></b> (demonstrated technical knowledge and experience; communication/ interpersonal skills; initiative; creativity/ resourcefulness)		
Extensive knowledge of - and experience with - climate change relevant policies and technologies at the sector and national level	limited – <10 pts, satisfactory – <30 pts, extensive – <50 pts	50
Familiarity with national development objectives and needs of the selected sector	limited – <10 pts, satisfactory – <25 pts, extensive – <40 pts	40
Familiarity with climate change science, potential climate change impacts and adaptation needs in the selected sector	limited – <10 pts, satisfactory – <25 pts, extensive – <40 pts	40

Good coordination and facilitation skills, as well as proven analytical capabilities and excellent writing skills	limited – <5 pts, satisfactory – <10 pts, extensive – <15 pts	15
Experience in the usage of computers and office software packages (MS Word, Excel, etc)	No – 0 pts, yes – 10 pts.	10
Fluency in Romanian and good knowledge of English is required for this assignment, Russian is an asset	Romanian – max 10 pts. English – max 10 pts., Russian – max 5 pts.	25
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment <sup>1</sup>	no – 0 pts., to one group – 5 pts., to two or more groups – 10 pts.	10
<b>Maximum Total Technical Scoring</b>		<b>300</b>
<b>Financial Evaluation Scoring</b>		
Evaluation of submitted financial offers will be done based on the following formula: $S = F_{min} / F * 200$ S – score received on financial evaluation; Fmin – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round; F – financial offer under consideration.		<b>200</b>

#### Winning candidate

The winning candidate will be the candidate, who has accumulated the highest aggregated score (technical scoring + financial scoring).

#### **Important notice:**

The applicant's who has the statute of Government Official / Public Servant, prior to appointment will be asked to submit the following documentation:

- a no-objection letter in respect of the applicant received from the government, and;
- the applicant is certified in writing by the government to be on official leave without pay for the entire duration of the Individual Contract.

A retired government official is not considered in this case a government official, and as such, may be contracted.

#### **ANNEXES:**

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

##### **Annex 2- OFFEROR'S LETTER CONFIRMING INTEREST AND AVAILABILITY, including financial proposal (template).**

##### **ANNEX 3 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**

<sup>1</sup> Under-represented group in the area of assignment are (men/women). Under-represented groups in UN Moldova are persons with disabilities, LGBTI, ethnic and linguistic minorities, especially ethnic Gagauzians, Bulgarians, Roma, Jews, people of African descent, people living with HIV, religious minorities, especially Muslim women, refugees and other non-citizens.