



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **29 March 2019****Country:** Republic of Moldova**Description of the assignment:** National consultant to develop the gender analysis on entrepreneurship in the Republic of Moldova**Project name:** UN Joint Project on Strengthening the National Statistical System**Period of assignment/services:**Proposals should be submitted online to emails indicated in the request letter no later than [10 April 2019](#).Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: [aurelia.spataru@undp.org](mailto:aurelia.spataru@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

Entrepreneurial activity is an important factor in creating and increasing employment opportunities and fuelling economic growth. Everywhere, men are more likely than women to be involved in entrepreneurial activity. Because of the serious gender gap in entrepreneurship in all countries of the region, the issue of **women and men's entrepreneurship** has received growing attention among policy makers in the member states of the UNECE. In the Beijing Platform for Action, countries have agreed to foster women's access to self-employment and entrepreneurship. In the 2030 Global Agenda for Sustainable development the gender equality is fundamental to delivering on the promises of sustainability, peace and human progress through equal rights to economic resources, as well as access to ownership, women's full and effective participation and equal opportunities for leadership at all levels of decision-making in economic life, full and productive employment and decent work for all women and men, empowering and promotion of the economic inclusion of all, irrespective of sex.

#### Legal framework

At the national level, according to the recently approved National Development Strategy Moldova 2030<sup>1</sup> the women's economic empowerment is to be encouraged by the authorities through the promotion of women entrepreneurship (estimated worth of 28%<sup>2</sup>) programs aimed at enhancing the capacities and knowledge of initiating and developing business, providing mentoring services, offering grants as well as increasing access to credit services. This would be one of the objectives to ensure the incomes' increase from sustainable sources and mitigation of economic inequalities among women and men.

At the sector level, the main strategic document aimed to regulate the entrepreneurial activity in the country is the *Strategy on Development of Small and Medium Enterprises for 2012-2020*<sup>3</sup> and its *Action Plan*, including separate priorities on development of women's entrepreneurship and actions on its measurement. The 2017-2019 Action Plan<sup>4</sup> for the implementation of EU-RM Association Agreement is targeting specific population groups, such as women and youth, in the entrepreneurial education, start-ups and development.

<sup>1</sup> National Development Strategy Moldova 2030, [http://md.one.un.org/content/unct/moldova/ro/home/presscenter/press-releases/strategia-na\\_ional-de-dezvoltare-moldova-2030--aprobat-de-guvern.html](http://md.one.un.org/content/unct/moldova/ro/home/presscenter/press-releases/strategia-na_ional-de-dezvoltare-moldova-2030--aprobat-de-guvern.html)

<sup>2</sup> Conditions for creation and development of enterprises: gender analysis, <http://www.statistica.md/pageview.php?!=ro&idc=350&id=2861>

<sup>3</sup> <https://mei.gov.md/ro/content/politici-si-programe-imm>

<sup>4</sup> <http://dcfta.md/planul-national-de-actiuni-pentru-implementarea-acordului-de-asociere-republica-moldova-uniunea-europeana-in-perioada-2017-2019>

From gender equality perspective, the *Law on ensuring equal opportunities for women and men*<sup>5</sup> stipulates the equal access to entrepreneurial activity, and the *National Strategy on ensuring equality between women and men 2017-2021*<sup>6</sup> envisaged stimulation of entrepreneurship and private initiatives by women. Thus, the appropriate legal framework is in place to enable the authorities in accomplishing the above mentioned objectives and to develop feasible supporting actions and measures.

Once the appropriate regulatory basis has been ensured, in the last few years consistent business support programmes<sup>7</sup> dedicated exclusively to women were launched and run, as well as development assistance support has been granted by donors and international organisations, such as European Union, European Bank for Reconstruction and Development, World Bank, government of Sweden, United Nations, etc.

#### Measurement issues

The only official statistics available on entrepreneurial activity in the Republic of Moldova resulted out of the NBS statistical thematic survey as of 2009, which has captured the differences among men- and female-owned enterprises<sup>8</sup> continue to be actively used (and reused), at present, by the public authorities in official papers (strategies, programs, plans) and by the academia and CSOs for research and programming purposes<sup>9</sup>. Since then, in the recent years, there were a few attempts for quantitative and/or qualitative data collection, as alternative to the 2009 NBS data. These were either aimed at identifying the training needs (for managers and employees), ad-hoc questioning of and focus-group discussions with the potential beneficiaries of the launched support programmes as part of their baseline analysis. Or, in 2013 and then in 2016, the World Bank commenced the undertaking of the Enterprise Gender Survey in the Republic of Moldova, as part of the Bank's global initiative (on a rather modest samples of 360 and, respectively, 300 enterprises, and with certain methodological limitations). Hence, all these initiatives should be treated with accuracy and solely as sociological information, being confident of their methodological sociology approaches which are different of the methods used in the official statistics.

In the current context of Moldova's commitments towards women empowerment, gender equality in all sectors, and equal opportunities for a better life for all (in the framework of the 2030 Global Agenda and Moldova 2030 Strategy), as well as the consequences of the reform of public administration (less staff, fewer institutions with larger mandates, still unsustainable and insufficient financing) and expiration of many policy papers in 2020 and further (including the SMEs' development strategy), it is a proper time to make the required preparatory work for the formulation of the new policy papers instead of those expiring. For the latest new evidences, based on official statistics, of even better quality, coverage and relevancy are required considering the current users' demand for statistical information on business activity as a whole, and entrepreneurship through gender perspective in particular.

Efforts are needed to make available reliable statistics in order to provide an adequate basis for analysing entrepreneurship subjects and their potential, contribution of this sector to economic development of the country, and for well-informed and justified policy decisions in the field.

The *Joint UN Project on Strengthening the National Statistical System of RM* is implemented by the National Bureau of Statistics (NBS) of the Republic of Moldova, in partnership with UNDP and UN Women, and aims at improving disaggregated data collection, production, dissemination and use of statistical information with particular attention to national needs and official statistics overall conformity with international, in particular EU standards.

In 2016-2017, the Project provided support to NBS in development of **the statistical toolkit** (methodology, sampling framework, questionnaire<sup>10</sup> and instructions for data collection) **for the second statistical survey on establishments to measure the entrepreneurship from gender perspective in the Republic of Moldova** in compliance with the national legal and policy framework as well as the concerned international standards and European norms. A comprehensive series of sources have been consulted in the process of developing the data collection toolkit, including the thematic studies and sources on indicators related to female entrepreneurship available at national and international levels (above mentioned plus entrepreneurship indicators of UNSD & UN Women EDGE<sup>11</sup>/Evidence and data for gender equality Project, Eurobarometer 374 survey "Businesses' attitudes towards corruption in the EU"<sup>12</sup>, OECD Entrepreneurship Performance Indicators<sup>13</sup>, Eurostat<sup>14</sup>, European Institute for Gender Equality<sup>15</sup>, monitoring indicators of the SME National Strategy).

<sup>5</sup> Law no. 5 as of 09.02.2006 on ensuring equal opportunities for women and men, <http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=315674>

<sup>6</sup> <http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=370442>

<sup>7</sup> In 2017, ODIMM's portfolio was complemented by two new business support programmes dedicated exclusively to women: the National Women's Business Pilot Programme and the Business Academy for Women, designed to boost the number of women's businesses. Through these programmes, more than 500 women across the country, including in Transnistria and Gagauzia, received consultative, educational and financial assistance.

<sup>8</sup> The survey on *Conditions for creation and development of enterprises* was carried out in 2009, by NBS with the support of UNDP and UN Women, that is the only source of official statistics (quantitative thematic survey, nationally representative) on entrepreneurship from gender perspective available so far in the country.

<sup>9</sup> E.g. Situational Analysis on women entrepreneurs, by Organization for Small and Medium Enterprises Sector Development (ODIMM), as of 2017, <http://baw.odimm.md/files/Studiu%20analiza%20concept%20odimm%20bwa.pdf>

<sup>10</sup> [http://www.statistica.md/public/files/Formulare\\_statistice/2018/Antreprenoriat/Chestionar\\_Dezvoltarea\\_Mediului\\_Afaceri\\_rom.pdf](http://www.statistica.md/public/files/Formulare_statistice/2018/Antreprenoriat/Chestionar_Dezvoltarea_Mediului_Afaceri_rom.pdf)

<sup>11</sup> <https://unstats.un.org/edge/meetings/Dec2014/docs/session9.pdf>

<sup>12</sup> [http://ec.europa.eu/commfrontoffice/publicopinion/flash/fl\\_374\\_en.pdf](http://ec.europa.eu/commfrontoffice/publicopinion/flash/fl_374_en.pdf)

<sup>13</sup> <http://www.oecd.org/industry/business-stats/indicatorsofentrepreneurialdeterminants.htm>

<sup>14</sup> <http://ec.europa.eu/eurostat/web/structural-business-statistics/entrepreneurship/indicators>

<sup>15</sup> <http://eige.europa.eu/rdc/eige-publications/gender-entrepreneurship>

In 2018, the respective toolkit has been used by NBS for **data collection**<sup>16</sup> (via traditional and electronic (e-reporting) data collection methods) from business establishments, on a sample of about 9000 enterprises. At the beginning of 2019 the collected data have been processed and output indicators produced by NBS. These data should be further analysed from gender perspective of the respondent entrepreneurs (business owners and/or managers) to enable the exploring of the quantitative and qualitative characteristics that determine the current entrepreneurial experience of women and men in the country, still existing gender gaps in capacities and opportunities, as well as the evolution in business activity registered since 2009 survey and how the state's interventions facilitated the progress and whether produced the expected impact in the field.

Given the above context, one of the UN Joint Project's targets in 2019 is to undertake the gender analysis of the entrepreneurship, based on the latest and nationally representative official statistical information, thus increasing the availability of gender statistics and enabling the best use of it by the national stakeholders, either decision-makers and planners within the Moldovan public authorities (in particular the Ministry of Economy and Infrastructure and the Ministry of Health, Labour and Social Protection) or supporting institutions (in particular Organisation for Development of Small and Medium Enterprises/ODIMM, National Employment Agency, development partners) so that government policy, implementing partners' planning and programming on gender equality in entrepreneur opportunities is properly informed and evidence-based.

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

The United Nations Development Programme (UNDP) Moldova, through the *Project on Strengthening the National Statistical System*, is seeking **to employ one national consultant** with relevant experience in the related fields, **to develop the gender analysis on entrepreneurship in the Republic of Moldova**. It should be based on the results of the 2018 Survey on Business Development<sup>17</sup> of NBS and is aiming at highlighting useful gender-sensitive evidence, assessing the progress made, suggesting conclusions on produced impact in gender equality, and advising support for policy-making in relevant areas of Government activity and for gender equality in business development per se.

The expected knowledge product will consist of a full-fledged analytical paper identifying the main current issues that women- and men-entrepreneurs are facing when initiating a business, as well as when developing this business afterwards. It will refer to *determinants* for entrepreneurial activity (namely (i) motivations and aspirations, and (ii) entrepreneurial resources and constraints) on one hand, and the resulted *outcomes* (namely (iii) entrepreneurial participation, and (iv) enterprise performance) on the other hand. These two should have *impact* on employment creation, growth with poverty reduction, and ultimately on women's empowerment – these will be described. Moreover, the main goal of the report is to reflect data on **prevalence of female and male entrepreneurship** by demographic, size and sector dimensions.

The **gender equality** perspective and **cross-sector** analysis will be the mandatory *approaches* applied throughout the envisaged analytic work. It *will address* the core issues critical for the gender equality and women's economic empowerment, *focusing on* description of the status of affairs in the fields of entrepreneurship and the most vulnerable or disadvantaged groups/categories of entrepreneurs, analysis of factors and incentives causing such a status, side effects/impact resulted, extent of inequality, discrimination, exclusion or vulnerability and possible solutions to reduce them. Correlation of the analysed entrepreneurship topics with linked issues/areas from the perspective of **Sustainable Development Goals** (SDGs) will be an additional mandatory approach to be integrated into the analysis.

The expected output, to be written in user-friendly manner, aims at providing a full set of evidences regarding the actual challenges and perspectives for entrepreneurship development and identify areas which require the diminishing of gender-caused disparities thus ensuring equal access to economic opportunities, independence, productive employment and secured incomes from entrepreneurship for women- and men-entrepreneurs.

Ultimately, the produced report is expected to serve for evaluation of current public policies through gender perspective and formulation of the new programmes or plans that advance gender equality and entrepreneurship. Also, the expected results will be used for programming purpose of UN agencies regarding the further support to be provided to the Government on gender equality, women empowerment, evidence-based public policies, equitable services, efficient, effective and responsive public institutions<sup>18</sup>.

On behalf of NBS, as the main Project's partner, the participation and necessary involvement of representatives of divisions on business and social (responsible for gender statistics) statistics will be ensured. The NBS staff will provide the National Consultant with the necessary set of **statistical data** (disaggregated by all available dimensions) resulted from the 2018 Survey on Business Development, complemented by data from other available sources (official business statistics and administrative sources – linkable via common variables), and cooperate on their interpretation and possible clarifications. Also, the Consultant may use, with diligent accuracy, other alternative (non-statistical) sources for qualitative research.

<sup>16</sup> <http://www.statistica.md/pageview.php?l=ro&id=5874&idc=544>

<sup>17</sup> <http://www.statistica.md/newsview.php?l=ro&idc=30&id=6113&parent=0>

<sup>18</sup> RM-UN Partnership Framework for Sustainable Development for the period of 2018-2022, <http://md.one.un.org/content/dam/unct/moldova/docs/pub/strateg/UNDAF%20Moldova%20EN.pdf>

Under the overall supervision of UNDP, in partnership with the Project's counterpart, the consultant is expected to perform the following main activities:

1. Undertake a desk review and preparatory activities;
2. Prepare the content and outline of the future data-based analysis, as well as the pertinent data compilation;
3. Develop the data-based and gender-sensitive analytical report on the participation, role and performance of women and men in entrepreneurial activity – covering all the issues mentioned under the scope of work, validate it with the Project and relevant national counterparts;
4. For the core gender equality issues being analysed provide a summary hypothesis/ extract that will be used further by designers to produce the accompanying thematic info-graphs;
5. Support to organisation and facilitation of public presentation of produced report with the participation of concerned target groups, gather and consider their feedback;
6. Develop an *activity report* on consultancy undertaken.

For detailed information, please refer to Terms of Reference.

### 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

#### *Academic Qualifications:*

- Master **degree** (or equivalent) in statistics, economics, social sciences and/or other relevant areas;
- Additional certifications in the area of gender equality or other relevant area (*will be an asset*);

#### *Working Experience:*

- At least 6 years of **professional experience** (consulting, managing, advising, execution, etc.) in public administration, institutional development, service provision, academic and/or applied research or other relevant;
- At least 4 records of practical experience in development of **analytical works** (thematic and/or descriptive analysis, impact assessments, evaluations, reviews, policy advisory, etc.) with the **use of statistical data and/or evidences** in the areas relevant to assignment (entrepreneurship, business development, socio-economic development, leadership, etc.);
- At least 2 experience (tasks/assignments) or learning records proving a good **knowledge and/or practical skills of the gender equality** and related concepts such as social inclusion/exclusion, marginalization, discrimination, other relevant;
- At least 2 experience records proving the familiarity with the **national context** (legal, policy and regulatory framework) related to the areas of assignment concern;
- Experience of work with international organizations/projects (including UN/UNDP), and public institutions (incl. multi-stakeholders), in particular in the areas relevant to the assignment;

#### *Competencies and Skills:*

- Romanian **language** proficiency; Good skills in written English;
- Excellent **analytical**, writing and communication **skills**;
- Ability to analyse, plan, communicate effectively orally and in writing, draft reports, solve problems, organize and meet expected results, adapt to different environments (cultural, economic, political and social);

#### *Personal Qualities and other requirements:*

- Good interpersonal skills, solid judgment/decision making, initiative and creativity;
- Ability to be independent, impartial and credible in a challenging environment;
- Availability to work with UN and Project's national stakeholders during the indicated/approved period;
- Adherence to UN's values and ethical standards;
- Cultural and gender sensitivity.

The United Nations 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. Technical Proposal explaining how applicant responds to each of the qualification requirements and why he/she is the most suitable for the work, as well as a short vision on achievement of tasks;
2. Personal information (as a detailed CV or as a Personal History Form /P11) including records on past experience in similar projects/assignments and concrete outputs obtained, and at least 3 references.
3. Financial proposal - in USD, specifying a total lump sum amount and the number of anticipated working days;
4. Offeror's Letter confirming Interest and Availability.
5. (optional) Documents that confirm Applicant's records of practical experience required (copies or links to documents developed by the Applicant).

## 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). The payment for services provided by the Contractor under the Statistics Project will be made post factum on a lump-sum deliverables basis, as per contract, after the work has been accepted by the Project Manager. In order to assist the requesting unit in the comparison of offers, the financial proposal will include a breakdown of this lump sum amount (including fee per day, number of anticipated working days, etc.).

### 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.

For the current assignment not travel is required.

## 6. EVALUATION

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

- Master **degree** (or equivalent) in statistics, economics, social sciences and/or other relevant areas;
- At least 6 years of **professional experience** (consulting, managing, advising, execution, etc.) in public administration, institutional development, service provision, academic and/or applied research or other relevant;
- At least 4 records of practical experience in development of **analytical works** (thematic and/or descriptive analysis, impact assessments, evaluations, reviews, policy advisory, etc.) with the **use of statistical data and/or evidences** in the areas relevant to assignment (entrepreneurship, business development, socio-economic development, leadership, etc.).

The short-listed individual consultants will be further evaluated based on the following methodology:

### Cumulative analysis

The award of the contracts shall be made to the individual consultants whose offers have 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).

Criteria applied	Scoring	Maximum Points Obtainable
<b>Technical</b>		
1. Master <b>degree</b> (or equivalent) in statistics, economics, social sciences and/or other relevant areas	Master's – 30 pts, PhD – 40 pts	40
2. Additional certifications in the area of gender equality or other relevant area ( <i>will be an asset</i> )	Certifications available– 10 pts	10
3. At least 6 years of <b>professional experience</b> (consulting, managing, advising, execution, etc.) in public administration, institutional development, service provision, academic and/or applied research or other relevant	6 years –30 pts, each additional year – 5 pts, up to max 70 pts	70
4. At least 4 records of practical experience in development of <b>analytical works</b> (thematic and/or descriptive analysis, impact assessments, evaluations, reviews, policy advisory, etc.) with the <b>use of statistical data and/or evidences</b> in the areas relevant to assignment (entrepreneurship, business development, socio-economic development, leadership, etc.)	4 records –40 pts, each additional record – 10 pts, up to 70 max pts	70

5. At least 2 experience (tasks/assignments) or learning records proving a good <b>knowledge and/or practical skills of the gender equality</b> and related concepts such as social inclusion/exclusion, marginalization, discrimination, other relevant	2 records –20 pts, each additional record – 10 pts, up to 40 max pts	40
6. At least 2 experience records proving the familiarity with the <b>national context</b> (legal, policy and regulatory framework) related to the areas of assignment concern	2 records –10 pts, each additional record – 5 pts, up to 20 max pts	20
7. Experience of work with <b>international organizations/projects</b> (including UN/UNDP), and <b>public institutions</b> (incl. multi-stakeholders), in particular in the areas relevant to the assignment	collaboration with public instit. and multi-stakeholder – 15, donors – 15 pts	30
8. Excellent communications skills in Romanian; Good knowledge of English ( <i>would be an asset</i> )	Romanian – 10 pts, English – 10 pts	20
<b>Maximum Total Technical Scoring</b>		<b>300</b>

Only candidates obtaining a minimum of 210 technical points would be considered for the Financial Evaluation.

<b>Financial</b>	
Evaluation of submitted financial offers will be done based on the following formula: <b><math>S = F_{min} / F * 200</math></b> , 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).

**ANNEXES:**

**ANNEX 1 – Terms of References (TOR)**

**ANNEX 2 – Individual consultant general terms and conditions**

**ANNEX 3 - Offeror confirmation of Interest and Availability**