



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **05 January, 2021**

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**Country:** Republic of Moldova

**Description of the assignment:** National Consultant on Local Economic Development

**Project name:** Migration and Local Development Project (MiDL)

**Period of assignment/services:** 375 working days (within the period of March 2021 – December 2022).

Proposals should be submitted **on-line** by pressing “Apply on-line” link, no later than **18 January 2021**.

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

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### 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 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.

Building on the positive experience from 2016-2019, a new 4-year (2019-2022) phase of ‘Migration and Local Development Project’ has been decided to be implemented, with the financial support being provided by the Swiss Agency for Cooperation and Development.

A special focus of the project consists in devising and piloting of tailor-made and innovative solutions to boost local economic development in the Republic of Moldova, through promoting of an active engagement of private sector and building effective partnerships between local public authorities and local businesses. In this context, there were selected 35 target-municipalities to be supported to actively engage with local private sector stakeholders, aiming to promote innovative and efficient local economic development initiatives.

In this context, MiDL has initiated the assistance of beneficiary-municipalities to devise and initiate

the implementation of 25 innovative LED catalytical interventions (valuing \$4,8 M, inclusively \$3,3M mobilized from local stakeholders and \$1,5 M co-financed by MiDL), aiming to support the expansion of 48 existing local companies and to develop over 50 new start-ups, which targets the creation of over 1,000 new jobs and increased income opportunities for over 10,000 inhabitants.

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

The **overall objective** of the National Consultant on Local Economic Development assignment (hereinafter Consultant) is to facilitate the private sector pro-active engagement within the local development process of approximately 32 target municipalities throughout Moldova. In this regard, the Consultant is expected to deliver the **following tasks**:

- Support the capacity enhancement activities in the field of local economic development for the representatives of selected pilot LPAs.
- Support the MiDL Project Management in the coordination of the implementation of 25 pilot LED investment initiatives, in partnership with local stakeholders, to foster job creation and income generation activities.
- Support in the conceptualization of the project experience into innovative knowledge management products on Local Economic Development.

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

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

The following qualification criteria shall be applied for the selection of the consultant:

### Education:

- University degree in the relevant field (economics, finances, development studies, local development, etc.).
- Specialized LED trainings will be an advantage

### Experience:

- At least 10 years of practical experience related to local economic development
- Advanced experience related to implementing organic LED methodology (PACA - Participatory Appraisal of Competitive Advantage) methodology (at least 2 assignments/communities assisted).
- Experience in promoting activities related to the engagement the migrants' into the local development initiatives

### Competences:

- Good knowledge of private sector development context in Moldovan communities
- Knowledge and skills of MS Office, including Word, Excel, PowerPoint;
- Excellent command of English, Romanian and Russian.

### Abilities:

- Demonstrated capacity of team-orientation work, excellent planning and organizational skills;
- Good communication and writing skills
- Sensitivity and respect for human rights and gender equality
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout;
- 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

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

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

1. **Proposal** explaining the approach and methodology to be used for the implementation of the tasks described in the ToR. Also, describe how applicant responds to each of the qualification requirements and why he/she is the most suitable for the work.
2. **Personal CV** including records on past experience in similar projects/assignments and concrete outputs obtained.
3. **Financial proposal** in USD, specifying a total lump sum amount and the number of anticipated working days, incorporated in the Offeror's Letter to UNDP confirming interest and availability for the Individual Contractor (IC) assignment, and at least 3 reference persons.
4. Offeror's letter confirming interest and availability for the assignment

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.

#### 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.

##### Travel

All travel expenses to target communities are in the **responsibility of MiDL project** and **shall not be included in the financial offer.**

#### 6. EVALUATION

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

- University degree in the relevant field (economics, finances, development studies, local development, etc.).
- At least 10 years of practical experience related to local economic development

The short-listed individual consultants will 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>Technical</b>		
University degree in the relevant field (economics, finances, development studies, local development, etc.)	<i>(university degree – 5 pts, Master's degree – 10 pts)</i>	<b>10</b>
Specialized LED trainings attended	<i>(no- 0 pts, at least 1 LED training – 5 pts, more than 1 training – 10 pts)</i>	<b>10</b>
At least 10 years of practical experience related to local economic development	<i>(10 years - 15 pts; each additional year – 5 pts, up to maximum of 25 pts.)</i>	<b>25</b>
Advanced experience related to implementing organic LED methodology (PACA - Participatory Appraisal of Competitive Advantage) methodology (at least 2 assignments/communities supported).	<i>(2 assignments/communities – 15 pts., each additional assignment/community – 5 pts, up to maximum of 40 pts.)</i>	<b>40</b>
Experience in promoting activities related to the engagement the migrants' into the local development initiatives	<i>(up to 3 years – up to 15 pts., 3-5 years – up to 20 pts.; more than 5 years – up to 25 pts.)</i>	<b>25</b>
Good knowledge of private sector development context in Moldovan communities	<i>(no – 0 pts., experience in 3 community projects related to private sector development at local level – up to 10 pts., each additional experience – 5 pts, up to maximum of 25 pts.)</i>	<b>25</b>
Fluency in English, Romanian and Russian	<i>(Romanian - 5 pts, English – 5 pts., Russian – 5 pts)</i>	<b>15</b>
Methodology/approach presented in the Intention Letter - how the candidate sees implementation of the assignment	<i>None – 0 pts, limited – 10-20 pts, good – 20-30 pts, strong – 30-40 pts 40</i>	<b>40</b>
Interview	<i>(20 – demonstrated technical knowledge and experience; 20 - experience in assisting local communities in LED field; 10 - experience of developing and delivering training modules in local economic development; 30 - Good knowledge of Moldovan local development context; 10 – strong analytical skills; 10 – communication/ interpersonal skills,)</i>	<b>100</b>
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment <sup>1</sup>	<i>no – 0 pts., to one group – 5 pts., to two or more groups – 10 pts.</i>	<b>10</b>
<b>Maximum Total Technical Scoring</b>		<b>300</b>
<b>Financial</b>		

<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.

<p>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.</p>	<b>200</b>
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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**