



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **1 December 2021**

Country: Republic of Moldova

Description of the assignment: **Technical Site Supervisor in street lightning**

Project name: EU4Moldova: Focal Regions Programme (EU-funded)

Period of assignment/services: January 2022 – August 2022 (80 working days)

Proposals should be submitted online by pressing the "Apply Now" button no later than **15 December 2021**.

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: victoria.josan@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

The EU4Moldova: focal regions Programme (further Programme) is based on the European Commission Implementing Decision on the Annual Action Programme 2018 in favor of the Republic of Moldova and is funded by the European Union and implemented by the United Nations Development Programme.

The overall objective of the five-year Programme is to strengthen the economic, territorial and social cohesion in the Republic of Moldova through smart, green, inclusive, sustainable and integrated local socio-economic growth as well as by improving the standards of living of the citizens in the focal regions of Cahul and Ungheni.

To this end, this Programme will address also the urban-rural divide as well as regional disparities, stimulate economic growth and job creation, refurbish and upgrade some social and technical infrastructure in selected areas (smaller towns and villages) while taking into account climate change and a gender perspective in the activities of the Programme.

Specific objectives:

1. To strengthen transparency, accountability of local public authorities and citizen participation in local governance processes in the focal regions.
2. To improve citizens' access to quality public services and utilities in the focal regions.

3. To create employment opportunities for men and women in the pilot focal regions and improve the attractiveness of the pilot regions for investors and entrepreneurs.
4. To promote the smart specialization of the economy of the focal regions through the development of the clustering and value chain approach in key economic sectors.

The Programme objectives will be achieved through measures targeted at: (i) capacity building to support the implementation and monitoring of local economic development plans; (ii) civil society engagement in local planning, governance processes and basic social service delivery; (iii) provision of investment funding in support of the creation and/or development of social and technical infrastructure which, combined with the outcomes from interventions (i) and (ii) above, will have an immediate, visible and tangible impact on employment creation, the standard of living of the population in the focal regions.

II. SPECIFIC CONTEXT

Both focal regions will receive important capacity building assistance to support the implementation and monitoring of local economic development plans and will benefit of investment funding in support of the creation and/or development of social and technical infrastructure. The programme activities will focus on modernization of communal and selected social services and the related public infrastructure, which will lead to attractive conditions for businesses to operate in the focal region, as well as to good living standards for the population. The proposed interventions will focus on raising the sustainability and capacity of municipal enterprises to deliver public services through modern methods and techniques, including smart service provision. In addition, the necessary equipment and infrastructure will be procured, built or rehabilitated so that the access to and quality of services improves. A particular attention will be given to extending the networks and service delivery from the towns to the neighbouring communities.

The programme also aims to support reconstruction/beautification of the urban centers of Cahul and Ungheni Municipalities. This intervention will create a strong visual impact for the development agenda of the focal regions – this will give the idea of ‘emerging strong regional growth poles’ committed to change their current status of ‘declining periphery’.

The EU4MOLDOVA: Focal regions Programme is supporting Cahul municipality in the implementation of the “Smart Street lighting system project”. After renovation of the public lighting system, Cahul Municipality will become safer and more attractive for economic units, creating comfortable environment for businesses, consumers, and contributing to improving the image of Cahul Municipality, which will become more attractive for potential investors and tourists.

The general aim of this infrastructure project is to increase public lighting efficiency and safety for Cahul municipality inhabitants. The following specific objectives have been established for achieving the general goal:

- (i) to modernize the public lighting system so as to reduce CO2 emissions and operational costs and to increase comfort and safety for population and visitors of Cahul municipality
- (ii) to build professional capacities in the area of energy efficiency of local administration
- (iii) to increase the level of public awareness about energy efficiency promotion

The objectives established in the project are in line with the priorities of the mayoralty set forth in the Social-Economic Development Strategy (SEDS) of Cahul municipality for 2019-2025.

The infrastructure project “Smart Street lighting system for Cahul – central area” will be implemented in the following stages:

Stage 1. Development of technical execution documentation “Smart Street lighting system for Cahul” for the entire municipality, according to the standards and characteristics of a smart system (2020-2021) – implemented.

Stage 2. Performing construction-assembling works and providing equipment and devices for the Center Zone of Cahul municipality (2021-2022) – in progress.

Stage 3. Performing construction-assembling works and providing equipment and devices for the entire Cahul municipality (2022-2025) - to be implemented.

The object of the current ToR refers to the work carried out during Stage 2 described above.

The “Smart Street lighting system for Cahul – central area ” provides for: Dismantling the existing air Self-supporting insulated cables, dismantling the existing street light fittings (RKU), installing self-supporting insulated conductors, assembling the new light fittings manufactured according to the LED technology (electroluminescent diodes), dismantling the existing consoles for light fittings, assembling the new consoles, installing the monitoring and control system, assembling the distribution cabinets (switchboards), supplying a Server -Rack Server and a Laptop, supplying and installing an air conditioner of SPLIT INVERTER type, developing and installing the software for managing the system. All these types of works and activities will contribute, in the end, to the improvement of the living conditions of the population in mun. Cahul and the region, beneficiaries of the EU4Moldova Focal Regions Program.

2. SCOPE OF WORK, TASKS AND ESTIMATED WORKLOAD

The **overall objective** of the consultancy is to support EU4MOLDOVA: Focal Regions Programme in its efforts to provide technical assistance and build capacities among target local public authorities and communities, in the development and evaluation of infrastructure and civil works, in compliance with national building codes and technical standards, ensuring cost effective capital investment and efficient use of resources.

More specifically, the EU4MOLDOVA: Focal Regions Programme is seeking one qualified and experienced technical supervisor to perform direct supervision of the works for the infrastructure project “Smart Street lighting system for Cahul – central area”.

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:

Academic Qualifications:

- University Degree in civil engineering and/or architecture.
- Certificate of technical–professional attestation as Technical Supervisor to specialized works and installations afferent to constructions, related field #3. Installations and external electrical networks.

Working experience:

- At least 4 years of progressively responsible work experience is required in the field of electrical installations and systems

- At least 3 projects supervised of the same nature/amount/complexity in the field of street lightening and implemented during the period 2018-2021. The Contracting Authority reserves the right to ask for copies of certificates of final acceptance signed by the supervisors/contracting authority of the projects concerned.
- In depth knowledge of national legislation pertaining to the construction works.

Competencies:

- Practical abilities to work with professional software similar to WinSmeta and understanding the principle of calculating costs on works based on the resource method;
- High level of responsibility and organization capacities, creative approach to solving issues;
- Excellent communication and reporting skills;
- Ability to meet deadlines and prioritize multiple tasks;
- Excellent command of written and spoken Romanian and Russian are required. Knowledge of English is an asset.

The United Nations Development Programme in 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.

Eligibility Requirements:

Government Officials or Employees are civil servants of UN Member States. As such, if they will be engaged by UNDP under an Individual Contract which they will be signing in their individual capacity, the following conditions must be met prior to the award of contract:

- A “No-objection” letter in respect of the individual is received from the Government employing him/her, and;
- The individual must provide an official documentation from his/her employer formally certifying his or her status as being on “official leave without pay” for the duration of the IC.

The above requirements are also applicable to Government-owned and controlled enterprises and well as other semi/partially or fully owned Government entities, whether or not the Government ownership is of majority or minority status. A separated and retired government official or employee shall not be considered a government official or employee within the context of this Policy, and as such, may be engaged without having to meet the conditions above, provided he/she will ensure and confirm that the national laws governing his/her retirement is observed and complied. Please confirm your willingness to comply with the above conditions.

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 how applicant responds to each of the qualification requirements and why he/she is the most suitable for the work;
2. CV including records on past experience in similar projects/assignments and concrete outputs obtained;

3. Copy(ies) of Certificate(s) of professional qualification (Certificate of technical–professional attestation as Technical Supervisor to specialized works and installations afferent to constructions, related field #3. Installations and external electrical networks);
4. 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.

5. FINANCIAL PROPOSAL

The financial proposal shall specify a total lump sum amount. The payment for services will be made post factum on a lump-sum deliverables basis, as per contract, after the work has been accepted by the Programme 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, transportation costs (two on-site visits) etc.).

Travel

The Technical Supervisor shall be located in the Cahul, so that they may easily intervene for urgent issues and report daily on works from sites.

Individual contractor who is over 62 years of age will be required, prior to contract signature, to undergo full medical examination and obtain medical clearance from an UN-approved doctor or his/her own preferred physician. The medical examination shall be issued and submitted to UNDP Moldova upon request.

6. EVALUATION

Initially, candidates will be long-listed based on the following minimum qualification criteria:

- University Degree in civil engineering and or architecture;
- At least 4 years of progressively responsible work experience is required in the field of electrical installations and systems

The long-listed individual consultants will be further short-listed based on the criteria outlined below:

Criteria	Scoring	Maximum Points Obtainable
<u>Short-listing</u>		
1. University Degree in civil engineering and or architecture.	<i>Bachelors – 15 pts, Masters or above – 25 pts</i>	25
2. Availability of certificate of technical–professional attestation as Technical Supervisor to specialized works and installations afferent to constructions, related field #3. Installations and external electrical networks.	<i>None – 0 pts, 1 certificate – 30 pts</i>	30
3. At least 4 years of progressively responsible work experience is required in the field of electrical installations and systems	<i>4 years – 30 pts, for each additional year 10 pts up to max 80 pts</i>	80

4. At least 3 projects supervised of the same nature/amount/complexity in the field of street lightening and implemented during the period 2018-2021. The Contracting Authority reserves the right to ask for copies of certificates of final acceptance signed by the supervisors/contracting authority of the projects concerned. (evidence: list of projects, including the role of Consultant, the topic and year must be presented together with the application package)	<i>at least 3 projects - 20 pts, for each additional project 10 pts, up to max 80 pts</i>	80
5. Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment	<i>No – 0 pts., yes – 5 pts.</i>	5
Short-listing scoring		220

Following the short-listing, maximum **three candidates** who obtained the highest scoring will be invited for interview, which will be evaluated as follows:

Criteria	Scoring	Maximum Points Obtainable
<u>Interview (via Zoom)</u>		
1. Practical abilities to work with professional software similar to WinSmeta and understanding the principle of calculating costs on works based on the resource method	<i>None – 0 pts, limited – 1-15 pts, good – 16-35 pts, strong – 36-50 pts</i>	50
2. Knowledge of national legislation pertaining to the construction works	<i>None – 0 pts, limited – 1-15 pts, good – 16-35 pts, strong – 36-50 pts</i>	50
3. High level of responsibility and organization capacities, creative approach to solving issues	<i>None – 0 pts, limited – 5 pts, good – 10-15 pts, strong – 25 pts</i>	25
4. Excellent communication and reporting skills	<i>None – 0 pts, limited – 5 pts, good – 10-15 pts, strong – 25 pts</i>	25
5. Ability to meet deadlines and prioritize multiple tasks	<i>None – 0 pts, limited – 5 pts, good – 10-15 pts, strong – 25 pts</i>	25
6. Excellent language proficiency in both written and oral Romanian and Russian. Knowledge of English language will be an asset.	<i>Romanian/Russian – each language 10 pts; English – 5 pts</i>	25
Interview Scoring		200
<u>Technical Evaluation Scoring, including interview</u>		420

Financial Evaluation Scoring	
<p>Evaluation of submitted financial offers will be done based on the following formula: $S = F_{min} / F * 280$ 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>	280

The selected candidates will be 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 based on the technical evaluation criteria outlined below, 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% (420 points);

* Financial Criteria weight – 40% (280 points).

Only candidates obtaining a minimum of 294 points after conducting interviews would be considered for the Financial Evaluation.

Winning candidate

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

Only interviewed candidates will receive follow-up e-mails on the competition results.

ANNEXES:

ANNEX 1 – TERMS OF REFERENCES (ToR)

ANNEX 2 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANNEX 3 – Template of Offeror's Letter to UNDP confirming interest and availability for the Individual Contractor (IC)