

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 03.06.2022

Country: Republic of Moldova**Description of the assignment:** Consultant to support the development of the National Resilience Vision/Strategy**Project name:** Engagement Facility**Period of assignment/ services:** June 2022 – August 2022, 60 working days**Proposals should be submitted online**, by pressing the "Apply Online" button, no later than [17.05.2022, 16:00 GMT+3 Moldova time](#).Requests for clarification only must be sent by standard electronic communication to the following e-mail:
olesea.perean@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

Over the past two years, the international community has been going through a number of major crises including the COVID-19 pandemic, the energy crisis and the war in Ukraine, among others. These have triggered a compound crisis that has significantly impacted not only the functioning of public institutions and delivery of core government services, but also transcended the lives of every individual in the world, particularly the most vulnerable.

The Republic of Moldova is no exception, where the compound crisis has stretched the limits of the public sector in responding to the complex, rapidly escalating, wide-ranging and unprecedented scale of public needs and demands. The crisis has revealed severe inadequacies in the country with regard to sectoral and system-wide capacities, systems, financing, tools and mechanisms to respond to crises and emergencies in an agile, timely, and coordinated way. These pose significant risks that could not only undermine development progress in the country, but also set back development gains in the last decade.

Achieving the Sustainable Development Goals (SDGs) in Moldova would require policies, institutions, systems, and solutions that are agile, adaptable, and resilient – helping the country and its population to significantly withstand shocks, emergencies and crises. The UNDP Strategic Plan (2022-2025) identifies "building resilience - strengthening the capacity of countries, institutions and people to prevent, mitigate and respond to diverse risks including crisis, conflict, natural disasters, climate and social and economic shocks" as one of three directions of change that UNDP supports globally, the other two being "structural transformation, including green, inclusive and digital transitions", and "leaving no one behind".

In this regard, UNDP Moldova is supporting the formulation of a National Resilience Strategy under the President's Office, that will provide a phased, inclusive, and multisectoral approach to enhancing national resilience, anchored on addressing key drivers of fragility and enhancing sources of and factors for resilience.

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

The main objective of this consultancy is to develop a roadmap for the formulation of a National Resilience Strategy for Moldova. In particular, it is aimed at delivering the following outputs:

- Analysis of drivers of fragility and their multifaceted dimensions, including economic, environmental, political, security and societal fragility and vulnerability;
- Review of key national development policies, legislations and strategies and assess their sensitivity to risks, fragilities and vulnerabilities, and existing measures to address such risks and enhance resilience in key sectors and institutions in the country;
- Organize inclusive, multistakeholder processes that would help identify and prioritize key areas of fragility that need to be addressed, and priority sectors for support to enhance national and local resilience;

- A horizon scanning to review and analyze partners, models and strategies and engagements - including good practices from past efforts and new opportunities on mainstreaming and integrating gender equality in resilience programmes, towards enhancing national resilience, and their possible adaptation to the Moldova context;
- Development of a coherent, phased, gender-responsive approach or roadmap to develop a long-term National Resilient Strategy for the country, including an agile and inclusive national coordination mechanism for its implementation.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Qualifications and Experience:

- Master's Degree or higher in human security issues, economics, public administration, international relations or related field. Alternatively, at least 7 years of experience in the field of security and resilience may substitute for advanced degree;
- At least 5 years of experience in the fields of human security, economic, risk management, public administration or international relations . Previous experience in the field to resilience planning is a very strong advantage;
- Research experience in areas of human security, economics, governance and public sector reforms, defense, international relations or resilience is required;
- Strong understanding of the policy making cycle is required;
- Good knowledge of data collection and analysis is essential;
- Good knowledge of Moldova government systems and processes, particularly in relation to public policies and planning processes;
- Ability to conduct interviews with government and key stakeholders;
- Good networking with civil society/women's organizations.

Skills and Competencies:

- Demonstrates integrity by modelling the UN's values and ethical standards;
- Promotes the vision, mission, and strategic goals of UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Treats all people fairly without favoritisms;
- Fulfils all obligations to gender sensitivity and zero tolerance for sexual harassment.
- Strong interpersonal skills, communication and diplomatic skills, teamwork ability;
- Ability to work under pressure and stressful situations;
- Strong analytical, reporting and writing abilities;
- Good time management, meeting deadlines.

Language:

- Proficiency in written and spoken English, Romanian and Russian are required for this assignment.

The 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. Please mention in CV if you belong to the group(s) under-represented in the UN Moldova and/or the area of assignment.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

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

- CV, including information about past experience in similar assignments and contact details for at least 3 referees;
- Brief description of why the individual considers him/herself as the most suitable for the assignment;
- Proposed methodology for conducting the consultancy;
- Offeror's Letter confirming Interest and Availability with financial proposal (in USD, specifying the total lump sum amount). Financial proposal template prepared in compliance with the template in Annex 2.

Important notice: The applicants who have 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.

Incomplete applications will not be considered.

If an applicant is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the applicant must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

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.

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).

6. EVALUATION

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

- Master's Degree or higher in human security issues, economics, public administration, international relations, or related field. In lieu of Master's Degree, the candidate should demonstrate at least 7 years of experience in the field of security and resilience may substitute for Master's degree;
- At least 5 years of experience in the fields of human security, economic, risk management, public administration, or international relations.

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 for the total technical scoring would be considered for the Financial Evaluation.

Criteria	Scoring	Maximum Points Obtainable
<u>Technical</u>		
<ul style="list-style-type: none"> • Master's Degree or higher in human security issues, economics, public administration, international relations, or related field. In lieu of Master's Degree, the candidate should demonstrate at least 7 years of experience in the field of security and resilience may substitute for Master's degree. 	<i>Master's degree OR seven (7) years – 10 pts.; Ph. D degree – 15 pts.</i>	15
<ul style="list-style-type: none"> • At least 5 years of experience in the fields of human security, economic, risk management, public administration, or international relations. 	<i>Five (5) years – 30 pts., each additional year of experience – 5 pts., up to a maximum of 45 pts.</i>	45

• Experience in being a member or/and managing a high-level strategic team.	<i>High-level experience – 25 pts.; Member – 15 pts.; No experience – 0 pts.</i>	25
Interview: Please note that only the top 5 ranked (that accumulated the highest technical score) applicants shall be invited for the interview		
<u>Interview</u>	<ul style="list-style-type: none"> • Research experience in areas of human security, economics, governance and public sector reforms, defense, international relations or resilience is required: <i>extensive – 40 pts., satisfactory – 30 pts., limited – 20 pts., no experience – 0 pts.</i>; • Previous experience in the field to resilience planning: <i>extensive – 40 pts., satisfactory – 30 pts., limited – 20 pts., no experience – 0 pts.</i>; • Strong understanding of the policy making cycle: <i>extensive – 30 pts., satisfactory – 20 pts., limited – 10 pts., no experience – 0 pts.</i>; • Good knowledge of data collection and analysis: <i>extensive – 35 pts., satisfactory – 20 pts., limited – 10 pts., no experience – 0 pts.</i>; • Good knowledge of Moldova government systems and processes, particularly in relation to public policies and planning processes: <i>extensive – 30 pts., satisfactory – 20 pts., limited – 10 pts., no experience – 0 pts.</i>; • Strong leadership and team management skills: <i>excellent – 20 pts., satisfactory – 10 pts., limited – 0 pts.</i>; • Knowledge of English, Romanian and Russian – 5 pts each. (15 pts. total). 	210
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment ¹	• <i>No – 0 pts., to one group – 1,5 pts., to two or more groups – 5 pts.</i>	5
Maximum Total Technical Scoring		300

<u>Financial</u>	
<p>Evaluation of submitted financial offers will be done based on the following formula:</p> <p><u>S = Fmin / F * 200</u></p> <p>S – score received on financial evaluation;</p> <p>Fmin – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round;</p> <p>F – financial offer under consideration</p>	200

Winning candidate

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

¹ 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.

ANNEXES:

ANNEX 1 – TERMS OF REFERENCES (ToR)

ANNEX 2 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS