



INDIVIDUAL CONSULTANTS PROCUREMENT NOTICE

Date: **20 June 2022**

Country: Republic of Moldova

Description of the assignment: National policy consultant to support Ministry of Infrastructure and Regional Development to define and promote for adoption the policy document National Energy and Climate Plan (emergency support).

Project name: Programme “Addressing the impacts of energy crisis and initiating solutions toward energy security and addressing energy poverty” (FPI Programme)

Period of assignment/services: July 2022 – June 2023 (up to 66 working days)

Proposals should be submitted **online by pressing the "Apply Online" button**, no later than **4 July (Moldova local time)**.

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: silvia.pana-carp@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. PROJECT GOAL AND EXPECTED RESULTS

The overall objective of the Programme is to assist the Government of Moldova to tackle the current energy crisis and energy poverty in addressing prioritized systemic elements in the energy sector to cope with potential future energy crisis.

Specific objectives are to support the Government of Moldova to:

1. put in place the legal and regulatory framework in the energy sector with mainstreamed social and climate considerations in line with the EU requirements;
2. strengthen the capacities of the energy-related actors and enhancing institutional coordination mechanisms to address and avert risks entailed in recent and potential future energy crisis;
3. increased awareness and communication among the population to adopt the best energy saving practices and measures and to encourage the use of renewables;
4. operationalize nation-wide energy programmes and demonstrate solutions to increase energy affordability in residential and public buildings, targeting specifically the most vulnerable and affected groups of population.

2. BACKGROUND

As a party to the UN Framework Convention on Climate Change (UNFCCC) and as a contracting party to the Energy Community Treaty (CEt), the Republic of Moldova assumed a series of commitments in the areas of climate and energy. Recent years' international developments, widely accepted by the expert community, decision-makers and civil society, lead towards a convergence of these two areas on the dimension of combating negative effects of climate change by cutting greenhouse gas emissions (GHG). Energy sector is the main source of GHG emissions in the Republic of Moldova, accounting for almost two thirds of direct net GHG emissions¹. Therefore, efficient coordination of all stakeholders participating in the process of drafting strategic documents is essential for assuring coherence of the national public policies frameworks on climate and energy.

On 18 November 2015, the European Commission adopted a Communication stating that integrated national energy and climate plans, addressing all five key dimensions of the energy union, are crucial tools for the implementation of the Energy Union Strategy and for the development of more strategic energy and climate policy planning.

In November 2018, the Energy Community Ministerial Council adopted the [Recommendation 2018/01/EnC-MC](#), recognizing, that the development of integrated national energy and climate plans by the Contracting Parties would support the attainment of the long-term energy and climate policy objectives, reduce the administrative burden and enhance transparency while promoting investor certainty in the region.

The adoption of Governance Regulation 2018/1999 on 30 November 2021 marked the next step. Adopted and adapted by [Decision 2021/14/MC-EnC](#), the Regulation sets common rules for planning, reporting and monitoring on energy and climate policies and targets. In particular, the Contracting Parties will be required to submit National Energy and Climate Plans (NECPs).

According to the article 3 of the consolidated Governance Regulation, by 30 June 2024, and subsequently by 1 January 2029 and every ten years thereafter, each Contracting Party shall notify to the Energy Community Secretariat an integrated national energy and climate plan. The integrated national energy and climate plan shall consist of the sections set out in paragraph 2 of the Article 3 and in Annex I of the Regulation. The first plan shall cover the period from 2025 to 2030, taking into account the longer term perspective. The subsequent plans shall cover the ten-year period immediately following the end of the period covered by the previous plan. NECP should lay down the pathway to achieve targets set for 2030 regarding the increase of renewable energy in overall energy consumption, increased energy efficiency and reduction of greenhouse gas emissions. Further, the NECPs should also include a perspective until 2050 in order to ensure consistency with long-term relevant policy objectives at EU, UNFCCC and Energy Community level.

For details, please refer to the Terms of Reference.

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

The overall objective of the assignment is to define the draft of the policy document National Energy and Climate Plan of the Republic of Moldova based on an initial deliverable containing modelling results, developments, and analyses conducted by a separate contractor. In particular, the national

¹ <http://clima.md/lib.php?l=ro&idc=264&>

policy consultant is expected to support Ministry of Infrastructure and Regional Development in development of the policy document National Energy and Climate Plan in line with the requirements of the of the Governmental Decision #386/2020 regarding the planning, elaboration, approval, implementation, monitoring and evaluation public policy documents²

In order to reach the proposed objective, national policy consultant is expected to perform the following tasks:

1. Support the existing contractor/company to draft the narrative parts of the NECP, by providing required inputs;
2. Setting up the working groups relevant for NECP development and coordination and organize and conducting respective meetings.
3. Develop the Concept of the policy document NECP as required by the Governmental Decision #386/2020 and support MIRD to promote it for approval by State Chancellery;
4. Define the text of the draft policy document NECP in line with the requirements of the Governmental Decision #386/2020 and Law 100/2017 on normative acts, including related package required for its consideration and approval by the Government.
5. Public consultation of the draft policy document NECP.
6. Support the MIRD in promotion of the draft policy document NECP for Governmental approval.

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

4. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I.Education:

- Advanced degree (Master or Ph.D.) in Law, energy, climate change, environment management or other related fields is required.

II.Experience:

- At least 5 years of proven professional experience in policy documents drafting and promotion.
- At least 5 years of working experience in the institutional consultancy.

III.Competencies:

- Excellent knowledge of the national policy development and legislative process (drafting and promotion for adoption) based on the GD 386/2020 and Law 100/2017.
- Excellent knowledge of national climate and energy policy framework.
- Knowledge of the Moldova's energy and climate related international and regional commitments, including those under Paris Agreement and Energy Community Treaty;
- Strong analytical and report-writing skills demonstrated by previous assignments;
- Strong interpersonal and communication skills, ability to work with Government representatives, demonstrated by previous assignments;
- Ability to work under pressure, and to meet tight deadlines demonstrated by previous assignments;

² https://www.legis.md/cautare/getResults?doc_id=121921&lang=ro&

- Fluency in Romanian and good working knowledge of English. Knowledge of Russian would be an asset.

The UNDP Moldova is committed to the 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. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

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

1. Proposal, explaining why he/she is most suitable for the work, including past experience in similar assignments, providing a brief information on above qualifications and methodology on how he/she will approach and conduct the work (if applicable).
2. [OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY FOR THE INDIVIDUAL CONTRACTOR \(IC\) ASSIGNMENT](#)
3. CV with at least three names for a reference check.

6. 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)

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.

7. EVALUATION

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

- Advanced degree (Master or Ph.D.) in Law, energy, climate change, policy planning, environment management or other related fields is required.
- At least 5 years of proven professional experience in policy documents drafting and promotion.
- At least 5 years of working experience in the institutional consultancy.

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 70% score of the technical evaluation (at least 210 points) would be considered for the Financial Evaluation.

Criteria	Scoring	Maximum Points Obtainable
<u>Technical</u>		
• Advanced degree (Master or Ph.D.) in Law, energy, climate change, environment management or other related fields is required	(Master – 20 pts. PhD- 30 pts)	30
• At least 5 years of proven professional experience in policy documents drafting and promotion	(5 years – 35 pts, more than 5 years – up to 45 pts, 5 pts – for each additional year)	45
• At least 5 years of working experience in the institutional consultancy	(5 years – 35 pts, more than 5 years – up to 45 pts, 5 pts – for each additional year)	45
• Interview	40 pts. - Excellent knowledge of the national policy development and legislative process (drafting and promotion for adoption) based on the GD 386/2020 and Law 100/2017 (limited knowledge – up to 10 pts; satisfactory – up to 30 pts; extensive – up to 40 pts); 40 pts. - Excellent knowledge of national climate and energy policy framework (limited knowledge – up to 10, satisfactory – up to 30 pts; extensive – up to 40 pts); 45 pts. – Knowledge of the Moldova's energy and	170

Criteria	Scoring	Maximum Points Obtainable
	climate related international and regional commitments, including those under Paris Agreement and Energy Community Treaty (limited knowledge – up to 10 pts; satisfactory – up to 30 pts; extensive – up to 45 pts); 45 pts. – other competences: analytical skills – Yes - 10 pts, No – 0 pts; communication skills – Yes - 10 pts, No – 0 pts; ability to work with government representatives – Yes - 10 pts, No – 0 pts; Fluency in Romanian and good working knowledge of English – 5 pts per each language. Knowledge of Russian would be an asset – 5 pts).	
<ul style="list-style-type: none"> Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment 	No – 0 pts., to one group – 5 pts., to two or more groups – 10 pts.	10
Maximum Total Technical Scoring		300
<u>Financial</u>		
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.		200

Winning candidate

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

8. ANNEXES

ANNEX 1 – TERMS OF REFERENCES

ANNEX 2 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS