



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **21 June 2022**

Country: Republic of Moldova

Description of the assignment: National consultant on social vulnerability issues in the context of the energy crisis (emergency support)

Project name: “Addressing the impacts of the energy crisis in the Republic of Moldova: Initiating solutions toward energy security and energy poverty”

Period of assignment/services: July 2022 – September 2023 (up to 65 working days)

Proposals should be submitted **online by pressing the "Apply Online" button**, no later than **27 June 16:30 (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

Starting with October 2021, Moldova faced significant crisis in the gas sector, which outlined the need to undertake more actions towards improving energy security of the Republic of Moldova, both in the natural gas and electricity sectors. To enhance security of gas supply, Moldovan authorities are seeking various ways to diversify gas and electricity supply, to strengthen its energy security and enabling a transparent, fully open and well-functioning energy market.

The acute gas supply crisis in Moldova has also been subject of discussions within the Moldova-EU Association Council meeting on October 28, 2021. The EU and Moldova stressed the importance of resilience against any potential efforts by third parties to use energy as a geopolitical lever. The Association Council recalled the importance of continued energy market reform to strengthen competition and transparency in this sector. The EU has urged Moldova to ensure that the energy sector reform demonstrates full respect of the Energy Community acquis and is in line with the EU Third Energy Package. The EU side confirmed its support to the objective of Moldova for integration into the EU energy system and market, an important step being the recent synchronization of its electricity network with the Continental European Network (CEN).

In this context, UNDP Moldova is seeking to recruit a Local Consultant to assist project team to the implementation of the project on social vulnerability issues as detailed below.

The vouchers programme aims to help energy vulnerable families to reduce their bills by replacing the old appliances such as electric bulbs, fridges, washing machines and electric stoves with the new energy efficient ones that own an energy label. The mechanism for issuing the vouchers will be developed on an electronic platform where the potential beneficiaries will have the possibility to apply for getting the voucher. A specialized IT company will be contracted to develop the electronic platform. The sellers of the appliances will be approved in the programme on a competitive basis (it is expected to be signed contracts between UNDP and sellers of appliances) based on clear and transparent criteria, such as national coverage, capacity to ensure recycling or contract with authorized companies for recycling, capacity to ensure home delivery, a large offer of appliances with energy label etc. on a competitive basis. The beneficiaries (energy vulnerable households) will have the possibility to buy the appliances at a significant reduction of prices (between 70-80% depending on the category of appliances). For the rest of the amount will be assessed the payment possibility in installments over a period of 6-12 months. The main target of the programme are the families beneficiaries of compensations from the government for the cold period of the year (about 200 000 families).

The Green Home Programme aims to help households affected by energy poverty to reduce their bills by implementation of energy efficiency measures and renewable energy solutions in households. Under this action, the Consultant is expected to provide support in identification of the eligible vulnerable households and to support the FPI Programme team in development and implementation of the innovative, scalable, and impactful Green Home Programme among the households affected by the energy poverty and interested in adoption of energy efficiency measures and renewable energy solutions. The main target of the programme are the families beneficiaries of compensations from the government for the cold period of the year (about 200 000 families).

Refurbishment of the distribution heating system from the multi-story residential buildings initiative aims to help the apartment buildings to reduce their bills by refurbishment of the distribution heating system from the selected multi story residential buildings connected to CHP. The intervention will consist in switching from vertical to horizontal distribution of heat with installation of modern meters and individual heating substations to allow efficient and automatic operation of heating system in autumn

and spring period and offering the possibility for beneficiaries to adjust the heat comfort in each apartment by adjusting the desired temperature.

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

The main project activities where the support of the Consultant is required are:

- Design and support the launching of a large-scale vouchers programme for household appliances dedicated to vulnerable energy households;
- Design and pilot of the Green Home Grant Programme;
- Refurbishment of the distribution heating system from the multi-story residential buildings connected to CHP in the cities where it is operational;
- Support in the development and implementation of the Energy Vulnerability Fund and inter-ministerial cooperation on tackling energy poverty.

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

4. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- University degree (Bachelor's or Master's degree) in social protection, public administration, energy or other closely related fields.

II. Knowledge and Experience:

- At least 5 years of working/hands-on experience in the social protection or public administration field;
- At least 3 years of relevant professional experience of engagement with a large variety of stakeholders (central public authorities, academia, CSO, private sector, etc.);
- Experience in working with compensation mechanisms for vulnerable families is an advantage;
- Extensive experience in implementing support initiatives, evaluation of applications for calls of project proposals, expressions of interest or related;
- Extensive knowledge of the country's social assistance profile;
- Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies.

III. Competencies:

- A strong client-service orientation;
- High level of responsibility and proven organization capacities;
- Excellent facilitation, public presentation and diplomatic skills;
- 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 respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status;
- Computer proficiency, including knowledge of MS Office products (Word, Excel, Power Point) and electronic communication platforms such as Microsoft Teams, ZOOM, Google meet;
- Proficiency in Romanian and basic knowledge of English. Knowledge of Russian is an advantage;

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, including information about experience in similar assignments with at least 3 references.

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, if applicable. 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:

- University degree (Bachelor's or Master's degree) in social protection, public administration, energy or other closely related fields.
- At least 5 years of working/hands-on experience in the social protection or public administration field;
- At least 3 years of relevant professional experience of engagement with a large variety of stakeholders (central public authorities, academia, CSO, private sector, etc.);

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>		
University degree (Bachelor's or Master's degree) in social protection, public administration, energy or other closely related fields.	Bachelor – 30 pts. Master - 40 pts	40
At least 5 years of working/hands-on experience in the social protection or public administration field;	no- 0 pts, 5 years – 30 pts, more than 5 years – for each additional year, 10 pts up to the max – 40 pts	40
At least 3 years of relevant professional experience of engagement with a large variety of stakeholders (central public authorities, academia, CSO, private sector, etc.);	no- 0 pts, 3 years – 30 pts, more than 3 years – for each additional year, 10 pts up to the max – 40 pts	40
Experience in working with compensation mechanisms for vulnerable families or any related mechanism is an advantage;	no – 0 pts, each assignment – 10 pts,. Max. – 30 pts.	30
Extensive experience in implementing support initiatives, evaluation of applications for calls of project proposals, expressions of interest or related;	no – 0 pts, each assignment – 15 pts,. Max. – 45 pts.	45
Extensive knowledge of the country's social profile;	no – 0 pts, each assignment – 10 pts,. Max. – 50 pts.	50
Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies.	Yes - 10 pts, No – 0 pts;	10
Fluency in written and spoken Romanian, Russian is required for this assignment. English will be considered an asset.	Romanian and Russian – max 20 pts (10 pts per each language) English – 5 pts.	25

Criteria	Scoring	Maximum Points Obtainable
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment ¹	No – 0 pts., to one group 15 pts, to 2 or more groups – 5 additional pts.	20
Maximum Total Technical Scoring		300
<u>Financial Evaluation Scoring</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

¹ The under-represented group in the area of the 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.