



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **24 June 2022**

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**Country:** Republic of Moldova

**Description of the assignment:** Team of 2 (two) national consultants to conduct a functional review of the Energy Efficiency Agency (EEA) and support in elaboration of the Regulation on the functioning of the Agency

**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 – December 2022 (the estimated amount of work is 35 w.d. for each Consultant)

Proposals should be submitted **online by pressing the "Apply Online" button**, no later than **30 June 2022, 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](mailto: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.

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### 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

Moldova is part of the EU's European Neighborhood Policy (ENP) and in the Eastern Partnership framework, which aims at strengthening individual and regional relationships between the EU and countries in its neighborhood. Moldova is also part of the Energy Community Treaty since 2010 and has signed the Association Agreement with EU in June 2014, including the DCFTA which entered into force in 2016. As a follow-up, Moldova is required to ensure transposition of the EU *acquis Communautaire*, which underpins the EU energy legislation on electricity, gas, oil, renewables, energy efficiency and environment. The country has recently synchronized its electricity network with the ENTSO-E to connect to European electricity market.

The energy sector is one of the top priorities for the Government and it is addressed in Government's Plans and a number of policy documents, laws and regulations. The most important are the following: the draft National Development Strategy 2030, the National Energy Strategy 2030, Law on energy, Law on electricity, Law on promoting use of energy from renewable sources, Law on natural gas, Law on energy efficiency, Law on the energy performance of buildings, Law on the labelling of products with energy impact, Law on eco-design requirements for energy-related products, etc., as well as a list of secondary legislation, meant necessary to ensure for the implementation of the primary legislation.

In accordance with the existing strategic planning documents, one of main priorities of the Government is to diversify the energy mix with more renewable energy, which is also fully in line with commitments under the EU Clean Energy for all Europeans packages. Achieving this goal will require significant investment in the medium and long term, but also the country's ability to attract and absorb the funds. The development of renewables, such as wind and solar, will also depend on improving the balancing capabilities of the Moldovan power system and its integration with neighboring countries.

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).

Under these circumstances, the Government of Moldova will be assisted to tackle the current energy crisis and energy poverty and addressing prioritized systemic elements in the energy sector to cope with potential future energy crisis. In partnership with EU, UNDP Moldova will therefore, support the Government of Moldova:

- To tackle the current energy crisis and energy poverty, and addressing prioritized systemic elements in the energy sector to cope with potential future energy crisis
- To support the Government of Moldova in building its capacities towards strengthening the national energy security, as well as in improving the legal and regulatory framework and operationalizing specific rapid large-scale interventions to tackle energy poverty and support most vulnerable and affected groups of population and businesses.

The Programme duration is envisaged between 2022- 2023 with support from Foreign Policy Instrument (herewith FPI) of EU. In this context, UNDP Moldova is seeking to recruit a Local Consultant to support identification of the potential beneficiaries of photovoltaic systems among the medical institutions.

In this context, UNDP Moldova is seeking to recruit 2 (two) national consultants to conduct a functional review of the Energy Efficiency Agency (EEA) and support in elaboration of the Regulation on the functioning of the Agency.

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

UNDP Moldova intends to contract 2 (two) national consultants qualified and experienced to render consultancy and expertise services to carry out the following:

- **Position 1: 1 (one) National Consultant to conduct the functional review of the Energy Efficiency Agency (EEA)/35 w.d.**
- **Position 2: 1 (once) National Consultant to provide support in elaboration of the draft functioning Regulation of the Energy Efficiency Agency (EEA) / 35 w.d.**

**Important note 1:** The potential candidates should clearly state in the Application Letter for which of the two positions they apply.

The candidates may apply for both positions and this should be clearly stipulated in the Application Letter, with the possibility to be selected only for 1 position.

The National Consultants shall work as a team, based on the methodological approach and of a detailed action plan that shall be developed at the start of the activities, and which shall be agreed with the local public partners and approved by the Programme.

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

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

#### **Position 1: 1 (one) National Consultant to conduct the functional review of the Energy Efficiency Agency (EEA)**

##### I. Academic Qualifications:

- University degree in policy planning, law, public/business administration, engineering, energy, or other related areas

##### II. Experience and knowledge:

Minimum 5 years of relevant professional experience in conducting institutional and/or organizational analysis, functional reviews, quantitative and/or qualitative analysis of data, drafting public policies.

- Proven experience in engaging, organizing, and leading meetings with a wide variety of national and international stakeholders;
- Proven experience in facilitating dialogues in areas related to institutional development, strategic planning, or related;
- Advanced research skills and capacity to produce analyses using quantitative and qualitative data, work experience with huge data sets, referrals to documents to be provided;
- Excellent knowledge of the Law 136/2017 regarding the Government and Law 29/2022 on the amendment of some legislative acts;

- Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies would be an advantage.
- Fluency in written and spoken Romanian, Russian is required for this assignment. Good level of English is required.

**Position 2: 1 (once) National Consultant to provide support in elaboration of the draft functioning Regulation of the Energy Efficiency Agency (EEA)**

**I. Academic Qualifications:**

- University degree in policy planning, law, public/business administration, engineering, energy, or other related areas

**II. Experience and knowledge:**

- Minimum 7 years of relevant professional experience in conducting legal analysis, policy development, functional regulations and elaboration of the RIA (regulatory impact assessment);
- Proven experience in engaging, organizing, and leading meetings with a wide variety of national and international stakeholders;
- Proven experience in drafting Government decisions and analyzing the regulatory impact;
- Advanced research skills and capacity to produce analyses using quantitative and qualitative data, work experience with huge data sets, referrals to documents to be provided;
- Excellent knowledge of the Law 136/2017 regarding the Government and Law 29/2022 on the amendment of some legislative acts;
- Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies would be an advantage.
- Fluency in written and spoken Romanian, Russian is required for this assignment. Good level of English is required.

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:

### **Position 1: 1 (one) National Consultant to conduct the functional review of the Energy Efficiency Agency (EEA)**

- University degree in policy planning, law, public/business administration, engineering, energy, or other related areas.
- Minimum 5 years of relevant professional experience in conducting institutional and/or organizational analysis, functional reviews, quantitative and/or qualitative analysis of data, drafting public policies.

### **Position 2: 1 (once) National Consultant to provide support in elaboration of the draft functioning Regulation of the Energy Efficiency Agency (EEA)**

- University degree in policy planning, law, public/business administration, engineering, energy, or other related areas.
- Minimum 7 years of relevant professional experience in conducting areas related to legal analysis, policy development and elaboration of the RIA (regulatory impact assessment).

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.

<b>Position 1: 1 (one) National Consultant to conduct the functional review of the Energy Efficiency Agency (EEA)</b>		
<b>Criteria</b>	<b>Scoring</b>	<b>Maximum Points Obtainable</b>
<b><u>Technical</u></b>		
University degree in policy planning, law, public/business administration, engineering, energy, or other related areas	Bachelor – 25 pts. Master - 35 pts	35
Minimum 5 years of relevant professional experience in conducting institutional and/or organizational analysis, functional reviews, quantitative and/or qualitative analysis of data, drafting public policies.	no- 0 pts, 5 years – 50 pts, more than 5 years – for each additional year 5 pts up to the max – 60 pts	60
Proven experience in engaging, organizing, and leading meetings with a wide variety of national and international stakeholders;	no- 0 pts, 3 years – 30 pts, more than 3 years – for each additional year 5 pts up to the max – 45 pts	45
Proven experience in facilitating dialogues and consultation in areas related to institutional development, strategic planning, or related;	no - 0 pts, 3 years – 30 pts, more than 3 years – for each additional year 5 pts up to the max – 45 pts	45
Advanced research skills and capacity to produce analyses using quantitative and qualitative data, work experience with huge data sets, referrals to documents to be provided	no – 0 pts, each assignment – 15 pts. Max. – 45 pts.	45
Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies would be an advantage.	Yes - 20 pts, No – 0 pts;	20
Fluency in written and spoken Romanian, Russian is required for this assignment. Good level of English is required.	Romanian and Russian – max 20 pts (10 pts per each language)  English – 10 pts.	30
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment <sup>1</sup>	No – 0 pts.,  to one group 15 pts,  to 2 or more groups – 5 additional pts.	20
<b>Maximum Total Technical Scoring</b>		<b>300</b>

<sup>1</sup> 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.

<b>Position 1: 1 (one) National Consultant to conduct the functional review of the Energy Efficiency Agency (EEA)</b>		
<b>Criteria</b>	<b>Scoring</b>	<b>Maximum Points Obtainable</b>
<b>Position 2: 1 (once) National Consultant to provide support in elaboration of the draft functioning Regulation of the Energy Efficiency Agency (EEA)</b>		
<b>Criteria</b>	<b>Scoring</b>	<b>Maximum Points Obtainable</b>
<b><u>Technical</u></b>		
University degree in policy planning, law, public/business administration, engineering, energy, or other related areas	Bachelor – 25 pts. Master - 35 pts	35
Minimum 7 years of relevant professional experience in conducting legal analysis, policy development, functional regulations, and elaboration of the RIA (regulatory impact assessment);	no- 0 pts, 7 years – 50 pts, more than 7 years – for each additional year 5 pts up to the max – 60 pts	60
Proven experience in engaging, organizing, and leading meetings with a wide variety of national and international stakeholders;	no- 0 pts, 3 years – 30 pts, more than 3 years – for each additional year 5 pts up to the max – 45 pts	45
Proven experience in drafting Government decisions and analyzing the regulatory impact;	no - 0 pts, 3 years – 30 pts, more than 3 years – for each additional year 5 pts up to the max – 45 pts	45
Advanced research skills and capacity to produce analyses using quantitative and qualitative data, work experience with huge data sets, referrals to documents to be provided	no – 0 pts, each assignment – 15 pts. Max. – 45 pts.	45
Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies would be an advantage.	Yes - 20 pts, No – 0 pts;	20
Fluency in written and spoken Romanian, Russian is required for this assignment. Good level of English is required.	Romanian and Russian – max 20 pts (10 pts per each language)  English – 10 pts.	30

<b>Position 1: 1 (one) National Consultant to conduct the functional review of the Energy Efficiency Agency (EEA)</b>		
<b>Criteria</b>	<b>Scoring</b>	<b>Maximum Points Obtainable</b>
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment <sup>2</sup>	No – 0 pts., to one group 15 pts, to 2 or more groups – 5 additional pts.	20
<b>Maximum Total Technical Scoring</b>		<b>300</b>
<b>Financial Evaluation Scoring</b>		
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.		<b>200</b>

#### 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**

<sup>2</sup> 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.