

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 12.09.2022

Country: Republic of Moldova

Description of the assignment: National Consultant to support conducting the FISCAL IMPACT ASSESSMENT of "First House" ("Prima Casă") state program in Moldova

Project name: Public Finance for Development Project

Period of assignment/ services: September – December 2022, 40 working days

Proposals should be submitted online, by pressing the "Apply Online" button, no later than **26.09.2022**

Requests for clarification only must be sent by standard electronic communication to the following e-mail: marcel.olari@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 Public Finance for Development Project is based on a long and rich experience that the Slovak Republic as donor and UNDP have gained over the course of the past decade. Through this project, the Ministry of Finance of the Slovak Republic and UNDP help translate development effectiveness principles into practice, thus contributing to advancing the effectiveness of global development efforts to achieve the ambitious Sustainable Development Goals.

The Public Finance for Development (PFD) Programme has been established in 2009 with the aim to assist the partner countries in their efforts to implement reforms and set up improved practices in public finance management. Moldova became a beneficiary country of the Programme in 2010. The interventions in Moldova aimed at supporting the Ministry of Finance and Line Ministries in implementing program-based budgeting (PBB) and developing relevant capacities, including in monitoring and evaluation for the PBB, and at improving the legal and methodological framework. In 2018-2020 the Programme supported piloting of the Spending Reviews based on the experience of the Slovak Ministry of Finance at the Ministry of Education, Culture and Research and at the Ministry of Agriculture, Regional Development and Environment of the Republic of Moldova.

In the new phase of the project (2020-2022) the assistance will be focused on: a) building analytical capacities for the Spending Reviews in another two Line Ministries (sectors) through adjusting, piloting and institutionalization of the Spending Review Methodology; b) carrying out a comprehensive analysis of the financial flows in line with the Development Finance Assessment (DFA) tool; c) supporting the implementation of the Fiscal Impact Assessments (FIA) of selected structural reforms.

As per the FIA, in its effort to demonstrate the fiscal effects of the implementation of "First House" state program, the Ministry of Finance expressed its interest in conducting a study to determine program fiscal impact on Moldova's Government Budget and provide recommendations on restructuring the program for mitigating the fiscal risks and a more efficient use of public resources.

As a result, the study will provide quantified fiscal impacts of the implementation of "First House" state program in Moldova, that will be used by the ministry to effectively advocate for political will of the current and other structural reform initiatives and actions in the country.

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

National consultant will support international expert to carry out actions to implement fiscal impact assessment of implementation of "First House" state program in Moldova.

Assessment will include a combination of the following:

- a. Undertake desk review of the available information on fiscal impact assessments of structural reforms and identify appropriate models for fiscal impact analysis and assessment of "First House" state program in Moldova.
- b. Using projected future "First House" state program implementation scenarios, simulate their impacts on Moldova's fiscal sector.
- c. Assess the current, medium, and long-term fiscal impact of program implementation in Moldova and propose policy measures if needed.
- d. Estimate the expected costs of policy measures needed to address medium and long-term fiscal impact of program implementation in Moldova.
- e. Identify relevant policies and priority actions for effectively adapting to the fiscal impact of program implementation in Moldova, including recommendations for restructuring the program, mitigating fiscal risks and a more efficient use of public resources.

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

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

National Consultant

COMPETENCIES

Corporate 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.

Functional competencies:

- 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.

QUALIFICATIONS

Academic Qualifications/Education:

- Master's Degree or higher in economics, finance, public administration, management, development studies or another related field.

Experience:

- At least 5 years of experience in the fields of finance, public financial management, fiscal impact assessment, cost benefit analysis, budgeting and planning;
- Previous experience of working with/for the Government entities and other relevant public institutions will be a strong advantage;
- Previous experience of working with international organizations, including UN Agencies, will be an advantage;
- Research experience in areas of public financial management/fiscal impact assessment will be an advantage;
- Proven knowledge of the FIA methodologies is a strong asset.

Language skills:

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.

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;
- 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.

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 economics, finance, public administration, management, development studies or another related field;
- At least 5 years of experience in the fields of finance, public financial management, fiscal impact assessment, cost benefit analysis, budgeting and planning (*please provide relevant details in the proposal*).

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>		
Master's Degree or higher in economics, finance, public administration, management, development studies or another related field	<i>Master's degree – 10 pts. Ph. D degree – 15 pts.</i>	15

At least 5 years of experience in the fields of finance, public financial management, fiscal impact assessment, cost benefit analysis, budgeting, and planning (<i>please provide relevant details in the proposal</i>)	Five (5) years – 30 pts., each additional year of experience – 5 pts., up to a maximum of 50 pts.	50
Previous experience of working with/for the Government entities and other relevant public institutions will be a strong advantage	Yes – 30 pts. No experience – 0 pts.	30
Previous experience of working with international organizations, including UN Agencies, will be an advantage	Yes –25 pts. No experience – 0 pts.	25
Interview: Please note that only the top 3 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 public financial management/fiscal impact assessment: <i>extensive – 40 pts., satisfactory – 30 pts., limited – 20 pts., no experience – 0 pts;</i> • Proven knowledge of the FIA methodologies: <i>extensive – 40 pts., satisfactory – 30 pts., limited – 20 pts., no experience – 0 pts;</i> • Strong interpersonal skills, communication and diplomatic skills, teamwork ability: <i>extensive – 30 pts., satisfactory – 20 pts., limited – 0 pts;</i> • Strong analytical, reporting and writing abilities: <i>extensive – 30 pts., satisfactory – 20 pts., limited – 10 pts., no skills – 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) 	175
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment ¹	• No –0 pts., to one group – 1,5 pts., to two or more groups – 5 pts.	5
Maximum Total Technical Scoring		300
<u>Financial</u>		
<p>Evaluation of submitted financial offers will be done based on the following formula: S = Fmin / 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.</p>		200

Winning candidate

The winning candidate will be the person, 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 – OFFEROR'S LETTER CONFIRMING INTEREST AND AVAILABILITY, INCLUDING FINANCIAL PROPOSAL (TEMPLATE).

INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS