



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **07 November 2022**

Country: Republic of Moldova

Description of the assignment: A team of two National Consultants to support the LPAs, companies to ensure transparent procurement procedures applied for energy efficiency works and promotion of renewable energy sources (1 legal/procurement and 1 technical)

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: November 2022 – January 2023 (the estimated total amount of work is 55 w.d. – 25 w.d. for the legal/procurement NC and 30 w.d. for the technical NC)

Proposals should be submitted **online by pressing the "Apply Online" button**, no later than **21 November 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

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 team of two National Consultants to elaborate procurement procedures applied for energy efficiency works and promotion of renewable energy sources (1 legal/procurement expert and 1 technical expert).

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

In this regard, the UNDP Moldova intends to contract a team of two national consultants qualified and experienced to support of the LPAs, companies to ensure transparent procurement procedures applied for energy efficiency works and promotion of renewable energy sources (1 legal/procurement and 1 technical).

Important Note: *The potential applicants shall clearly indicate the position they are applying for in the Application Letter.*

The applicants may apply for both positions and this fact shall be clearly indicated in the Application Letter, with the possibility to be selected for 1 (one) position only.

The National Consultants will work as a team, based on the methodological approach and 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

A. For the **legal/procurement** National Consultant:

I. Academic Qualifications:

- University degree in law, energy, energy efficiency, renewable energy sources or other related areas.

II. Experience and knowledge:

- Minimum five (5) years of relevant professional experience in public procurement;
- Proven experience in preparing procurement procedures or terms of reference (**legal aspects**) in the fields of energy efficiency and renewable energy sources;
- Proven experience in organizing and leading trainings / workshops with a broad range of stakeholders, including representatives of Local Public Authorities, commercial suppliers, etc.;
- Advanced research skills and capacity to produce analyses using quantitative and qualitative data.
- 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.

B. For the **technical** National Consultant:

I. Academic Qualifications:

- University degree in energy, energy efficiency, renewable energy sources or other related areas.

II. Experience and knowledge:

- Minimum five (5) years of relevant professional experience in implementation of energy efficiency measures and/or promotion of renewable energy sources;
- Proven experience in preparing procurement procedures or technical specification (**technical aspects**) in the fields of energy efficiency and renewable energy sources;
- Proven experience in organizing and leading trainings / workshops with a broad range of stakeholders, including representatives of Local Public Authorities, commercial suppliers, etc.;
- Advanced research skills and capacity to produce analyses using quantitative and qualitative data.
- 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)

7. EVALUATION

A. For the **legal/procurement** National Consultant:

Initially, individual consultants in the **legal/procurement area** will be short-listed based on the following minimum qualification criteria:

- University degree in law, energy, electronic, energy efficiency, renewable energy sources or other related areas;
- Minimum five (5) years of relevant professional experience in public procurement;
- At least one (1) activity in preparing procurement procedures or terms of reference (**legal aspects**) in the fields of energy efficiency and renewable energy sources;
- At least one (1) activity in organizing and leading trainings / workshops with a broad range of stakeholders, including representatives of Local Public Authorities, commercial suppliers, 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.

National Consultant to support the LPAs, companies to ensure transparent procurement procedures applied for energy efficiency works and promotion of renewable energy sources (legal/procurement expert)		
Criteria	Scoring	Maximum Points Obtainable
<u>Technical</u>		
University degree in law, energy, electronic, energy efficiency, construction engineering or other related areas	Bachelor – 30 pts. Master - 40 pts	40
Minimum five (5) years of relevant professional experience in public procurement	no- 0 pts, 5 years – 40 pts, more than 5 years – for each additional year 5 pts up to the max – 60 pts	60
At least one (1) activity in preparing of procurement procedures, including legal aspects and terms of reference, in the fields of energy efficiency and renewable energy sources	no – 0 pts, each assignment – 20 pts. Up to max. – 40 pts	40
Proven experience in organizing and leading trainings / workshops with a broad range of stakeholders, including representatives of Local Public Authorities, commercial suppliers, etc.	no – 0 pts, each assignment – 20 pts. Max. – 40 pts	40
<u>Interview</u>		
Advanced research skills and capacity to produce analyses using quantitative and qualitative data	no – 0 pts, each assignment – 20 pts. Max. – 40 pts	40
Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies would be an advantage.	Yes - 30 pts, No – 0 pts;	30

National Consultant to support the LPAs, companies to ensure transparent procurement procedures applied for energy efficiency works and promotion of renewable energy sources (legal/procurement expert)		
Criteria	Scoring	Maximum Points Obtainable
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 ¹	No – 0 pts., to one group 15 pts, to 2 or more groups – 5 additional pts.	20
Maximum Total Technical Scoring		300
Financial Evaluation Scoring		
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).

B. For the **technical** National Consultant:

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

- University degree in energy, energy efficiency, renewable energy sources or other related areas;
- Minimum five (5) years of relevant professional experience in implementation of energy efficiency measures and/or promotion of renewable energy sources;
- At least one (1) activity in preparing procurement procedures or technical specification (**technical aspects**) in the fields of energy efficiency and renewable energy sources;

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.

- At least one (1) activity in organizing and leading trainings / workshops with a broad range of stakeholders, including representatives of Local Public Authorities, commercial suppliers, 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:

- c) responsive/compliant/acceptable, and
 - d) 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.

National Consultant to support the LPAs, companies to ensure transparent procurement procedures applied for energy efficiency works and promotion of renewable energy sources (technical expert)		
Criteria	Scoring	Maximum Points Obtainable
<u>Technical</u>		
University degree in energy, energy efficiency, construction engineering or other related areas	Bachelor – 30 pts. Master - 40 pts	40
Minimum five (5) years of relevant professional experience in implementation of energy efficiency measures and/or promotion of renewable energy sources	no- 0 pts, 5 years – 40 pts, more than 5 years – for each additional year 5 pts up to the max – 60 pts	60
At least one (1) activity in preparing procurement procedures (technical aspects), including technical specification in the fields of energy efficiency and renewable energy sources	no – 0 pts, each assignment – 20 pts. Up to max. – 40 pts	40
Proven experience in organizing and leading trainings / workshops with a broad range of stakeholders, including representatives of Local Public Authorities, commercial suppliers, etc.	no – 0 pts, each assignment – 20 pts. Up to max. – 40 pts	40

National Consultant to support the LPAs, companies to ensure transparent procurement procedures applied for energy efficiency works and promotion of renewable energy sources (technical expert)		
Criteria	Scoring	Maximum Points Obtainable
Interview		
Advanced research skills and capacity to produce analyses using quantitative and qualitative data	no – 0 pts, each assignment – 20 pts. Up to max. – 40 pts	40
Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies would be an advantage.	Yes - 30 pts, No – 0 pts;	30
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 ²	No – 0 pts., to one group 15 pts, to 2 or more groups – 5 additional pts.	20
Maximum Total Technical Scoring		300
Financial Evaluation Scoring		
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).

² 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.

8. ANNEXES

ANNEX 1 – TERMS OF REFERENCES

ANNEX 2 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS