



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **23 November 2022**

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**Country:** Republic of Moldova

**Description of the assignment:** National Consultant to develop regulations on the provision of assistive devices for persons with disabilities

**Project name:** "Paradigm Shift to Disability Inclusive Services, Accountability and Governance in Moldova" Project (PwD Project)

**Period of assignment/services:** December 2022 - March 2023 (estimated workload: up to 47 working days in total)

Proposals should be submitted online by pressing the "Apply Online" button, no later than **7 December, 2022, 16:00 Moldova Local time (GMT+2)**.

**Contract type:** Individual Contract (IC)

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: [natalia.culai@undp.org](mailto:natalia.culai@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. BACKGROUND

The ratification of the UN Convention on the Rights of Persons with Disabilities (2010) by the Republic of Moldova brought important changes in the disability area and social inclusion. The country approved in 2012 the Law on Social Inclusion of Persons with Disabilities, that provides the policy framework. Subsequently, this led to the development of the National Programme on Social Inclusion of Persons with Disabilities (for 2017 - 2022); the National Deinstitutionalization Programme and of the Residential Institutions Transformation Plans for 2018 – 2026.

In relation to the services for persons with disabilities, the ratification of the Convention has stimulated the reform in disability determination and the development of various types of social services for persons with disabilities. To this end, and in particular to guarantee equal opportunities for persons with disabilities to access services and support measures in the community, with a view to full participation, the Government of the Republic of Moldova initiated in 2013 a reform of the system for determining the disability. One of the objectives of this strategy was to "Develop and

approve a new methodology for determining disability in children and adults, in accordance with ICF provisions”.

This reform for determining disability has an important role in guaranteeing the rights of people with disabilities because: (a) can facilitate better access to social, medical, educational, occupational or community services in a broad sense, for persons with disabilities, (b) establishes the basis of a national system for monitoring the situation of people with disabilities in order to better target resources to these people, (c) can contribute to more effective documentation of public policies in the field of disability.

Disability support services and assistive devices, are critical pre-condition for persons with disabilities to participate fully in society and to facilitate access to mainstream services. An understanding of what is or is not available and to whom, including from the perspectives of persons with disabilities, is critical for understanding the level of participation and equality of outcomes of persons with disabilities. Disability support services can encompass:

- In-home/residential and community support, including personal assistance;
- Non-coercive support for persons experiencing psychological distress;
- Services focused on assistive devices and technology provision and training;
- Supported decision-making;
- Communications support, such as sign language interpretation.

In many countries, not all forms of support services are available.

Assistive devices are critical in ensuring the social inclusion of persons with disabilities and therefore, the regulatory framework on the issue must respond to the needs of persons with disabilities.

Considering the various challenges persons with disabilities are facing, promotion of rights of persons with disabilities is one of the priorities of Moldova UN Country Team. Therefore, in 2022, UNDP, OHCHR and UNICEF have initiated the implementation of the Project “Paradigm Shift to Disability Inclusive Services, Accountability and Governance in Moldova”.

The project is addressing three major barriers to inclusion of persons with disabilities in Moldova: (i) predominant medical approach to disability assessment and determination and (ii) limited accountability and governance mechanisms for CRPD implementation and (iii) limited mainstreaming of rights of persons with disabilities in the national programmes, development programmes, budgets and monitoring processes. Related to these three outcomes, the program will achieve three inter-related outcomes.

Under the first outcome, the program will build capacities of duty bearers to address preconditions to disability inclusion. The action will strengthen the professional capacity of the National Council on Determination of Disability and Work Ability (NCDWAA) to ensure the full transition from the medical to the human rights-based approach to disability determination. A new model of disability determination will be piloted in three regions. Guidelines will be developed and piloted in three regions to facilitate models of good practice, learning and exchange mechanisms on disability determination from a human rights perspective. The program will enhance the constituency engagement and advocacy capacity of OPDs to support implementation of a human centered approach to disability determination.

Under the second outcome, the program will focus on addressing gaps in the domestic legislative framework, regulations and systems on disability determination, data collection and access to assistive technologies. This will be achieved by: (i) producing relevant scoping and feasibility studies in order to identify legislative and procedural gaps; (ii) developing policy options, legal amendments and underlying costing; (iii) creating opportunities for OPDs to participate and shape policy development processes; (iv) facilitating an inclusive policy dialogue with all relevant stakeholders.

Under the third outcome, the program will support the UNCT Moldova to mainstream disability mainstreaming into the UN Moldova Development Cooperation Framework. Efforts will be made to align the domestic framework of SDG indicators to CRPD standards.

**The o objective of the project** is to support the Ministry of Health and specialized bodies responsible for the provision of assistive devices to develop regulations to improve the mechanism of needs assessment, costing, planning and ensuring access to assistive devices and technologies for children and adults with disabilities.

The Project intends to contract an experienced Local Consultant (hereafter the Consultant) to support of the Ministry of Health and Ministry of Labour and Social Protection to identify the gaps related to the implementation of the above mentioned Regulations and to provide recommendations for its improvement taking into account the needs assessment procedures, costing, planning, procurement and distribution of the assistive devices and technologies to children and adults with disabilities across the country.

## **2. SCOPE OF WORK, RESPONSIBILITIES, AND DESCRIPTION OF THE PROPOSED ASSIGNMENT**

The main objective of the review of the legal framework and develop policy proposals is also to assess the efficacy of the Project design and governance structure, relevance of the Project outputs, specific impact, efficiency and effectiveness of the technical assistance provided, and sustainability of its interventions.

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

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

### 1. Academic Qualification:

- University Degree in Law, Human Rights, Pedagogy, Social Sciences, Public Health, Rehabilitation science/engineering or other relevant field on accessibility and assistive technology, with PhD degree being an asset.

### 2. Work Experience:

- At least 5 years of proven professional experience in research in areas related to health, social protection, social sciences, public health, rehabilitation science/engineering, human rights, insurance of application of equality, non-discrimination, assistive technology and accessibility and CRPD compliance;
- At least 5 years of experience in health care, social protection, human rights and other related area;
- Proven experience (at least 1 proven previous assignment) in drafting regulatory

- framework;
- Previous experience of working with public authorities on human rights issues, vulnerability, social protection, insurance of application of equality, non-discrimination, accessibility and CRPD compliance or other related areas ;
- Proven experience in facilitating policy dialogues in areas related to law, human rights focused on disability, vulnerability, social protection, insurance of application of equality, non-discrimination, accessibility and CRPD compliance or other related areas, etc.;
- Advanced research skills and capability of producing policy papers.

### 3. Competencies:

- Proven knowledge of the UN human rights protection mechanisms and standards, especially focused on CRPD protection mechanism;
- Knowledge of the human rights situation and human rights related problems in the Republic of Moldova and the region is an asset;
- Consistently ensures timeliness and quality of work;
- Innovative and creative thinking;
- Consistently approaches work with energy and a positive, constructive attitude;
- Excellent interpersonal and teamwork skills;
- Ability to facilitate group processes, including when tensions arise;
- Knowledge of Romanian and English languages for the purposes of the assignment;
- Knowledge of one or more additional languages relevant for Moldova, including Bulgarian, Gagauzian, Romani, Russian, Ukrainian or sign language is an asset.

### 4. Personal attitudes and qualities:

- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status;
- Responsibility, creativity, flexibility, and punctuality.

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 noncitizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.

***Please specify in CV, in case you belong to the group(s) under-represented in the UN Moldova and/or the area of assignment.***

## **4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS**

Applicants shall submit the following **required documents**:

- Offeror's letter confirming interest and availability, including financial proposal (Annex 2, in USD, specifying a total requested amount per working day, including all related costs, e.g., fees, phone calls, etc.).

- Technical proposal (including brief description of experience, approach, and methodology for the completion of the assignment).
- Duly completed and signed personal CV and at least 3 references.

Incomplete applications will not be considered.

If an applicant is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the applicant must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

**Important notice:** The applicants who have the statute of Government Official / Public Servant prior to appointment will be asked to submit the following documentation:

- a no-objection letter in respect of the applicant received from the Government, and;
- the applicant is certified in writing by the Government to be on official leave without pay for the entire duration of the Individual Contract.

## 5. FINANCIAL PROPOSAL

### Lump-sum contracts

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 instalments 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 the number of anticipated working days).

### Travel

All envisaged travel costs (if applicable) must be included in the financial proposal.

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.

## 6. EVALUATION

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

- University Degree in Law, Human Rights, Pedagogy, Social Sciences, Public Health, Rehabilitation science/engineering or other relevant field on accessibility and assistive technology, with PhD degree being an asset.

- At least 5 years of proven professional experience in research in areas related to social sciences, human rights, vulnerability, social protection, insurance of application of equality, non-discrimination, accessibility and CRPD compliance.

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 would be considered for the Financial Evaluation.

Criteria	Scoring	Maximum Points Obtainable
<b><u>Technical</u></b>		
University Degree in Law, Human Rights, Pedagogy, Social Sciences, Public Health, Rehabilitation science/engineering or other relevant field on accessibility and assistive technology, with PhD degree being an asset.	<i>Bachelor's Degree - 10 pts. Masters Degree or PhD - 20 pts.</i>	20
Relevant working experience (at least 5 years) in research in areas related to health, social protection, social sciences, public health, rehabilitation science/engineering, human rights, insurance of application of equality, non-discrimination, assistive technology and accessibility and CRPD compliance.	<i>5 years - 5 pts., each additional year - 2 pts., up to max 35 pts.</i>	35
Experience with similar assignments (normative framework and public policies projects) successfully completed	<i>each assignment - 5 pts., up to max. 50 pts.</i>	50
Previous experience of working with public authorities on human rights issues, vulnerability, social protection, insurance of application of equality, non-discrimination, accessibility and CRPD compliance or other related areas	<i>no experience - 0 pts., 5 years - 20 pts., each additional year - 5 pts., up to max. 40 pts.</i>	40
Strong research and analytical skills	<i>5 years relevant experience - 10 pts., each additional year - 2 pts., up to max 20 pts.</i>	20

Proven knowledge of the UN human rights protection mechanisms and standards	<i>Working experience: 3 years - 15 pts., each additional year - 5 pts., up to max. 35 pts.</i>	35
Proven knowledge of CRPD protection mechanism	<i>No - 0 pts., Yes - 10 pts.</i>	10
Experience in working with UN agencies is a strong advantage.	<i>One assignment - 10 pts., each additional assignment - 5 pts., up to max. 45 pts.</i>	45
Demonstrated knowledge and understanding of the Moldovan law enforcement systems with a focus on internal affairs management and police administration is an advantage.	<i>One assignment - 10 pts., each additional assignment - 5 pts., up to max. 25 pts.</i>	25
Proven proficiency in Romanian and English.	<i>Each language – 5 pts.</i>	10
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment*	<i>No – 0 pts., to one group – 5 pts., to two or more groups – 10 pts</i>	10
<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: <b><math>S = F_{min} / F * 200</math></b> 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).

#### **ANNEXES:**

**ANNEX 1 – TERMS OF REFERENCES (TOR)**

**ANNEX 2 – OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY, INCLUDING FINANCIAL PROPOSAL TEMPLATE**

**ANNEX 3 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**