

## TERMS OF REFERENCE

for a National Consultant to provide a capacity-building programme on Gender Responsive Peacebuilding

<b>Project:</b>	<b>00133100, Building sustainable and inclusive peace, strengthening trust and social cohesion in Moldova</b>
<b>Duty Station:</b>	<b>Chisinau, Moldova</b>
<b>Type of contract:</b>	<b>Individual Contract</b>
<b>Post Level:</b>	<b>National expert</b>
<b>Languages required:</b>	<b>Romanian, English, Russian</b>
<b>Application deadline:</b>	<b>14 March 2023</b>
<b>Starting date:</b>	<b>April 2023</b>
<b>Expected Duration of Assignment:</b>	<b>Up to 35 working days, 2023 – 2024</b>

### Background

UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

The work of UN Women in Moldova is guided by its new Country Strategic Note 2023-2027, aligned with the UN Sustainable Development Cooperation Framework for Moldova (2023-2027), [UN Women Global Strategic Plan](#), National Programs and Strategies and aims to contribute to the gender-responsive implementation of the 2030 Agenda for Sustainable Development. The Strategic Note focuses on four main areas: 1) Ending Violence against Women; 2) Women's Leadership and Governance; 3) Women's Economic Empowerment and 4) Humanitarian and Peace development nexus and UN Coordination on Gender equality.

All over the world, UN Women works to promote peace by supporting women of all backgrounds and ages to participate in processes to prevent conflict and build and sustain peace. UN Women supports women's full and equal representation and participation in all levels of peace processes and security efforts. UN Women's work on women, peace, and security is guided by 10 UN Security Council resolutions—[1325](#), [1820](#), [1888](#), [1889](#), [1960](#), [2106](#), [2122](#), [2242](#), [2467](#), and [2493](#) and is bolstered by a number of [related normative frameworks](#), which make up the broader women, peace, and security (WPS) agenda. UN Women leads on implementing the WPS agenda through research initiatives, data collection, learning exchanges, and documentation of good practices to inform policy and programming.

UN Women provides leadership on new and existing WPS accountability frameworks to Member States and regional bodies, supports Civil Society Organizations and works to ensure a place at the table where the contributions of women of all ages to conflict and crisis prevention, resolution and peacebuilding are recognized and valued equally.

Although the WPS Agenda achieved wide acceptance as an international policy framework, being integrated into various development and peace programs, women remain excluded or under-represented in most peace processes<sup>1</sup>. While studies show that the role of women in preventing conflict in fragile contexts and in settlement

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<sup>1</sup> <https://www.unwomen.org/en/what-we-do/peace-and-security/facts-and-figures#participation>

negotiations is highly relevant<sup>2</sup>, the efforts to involve women to meaningfully participate in all processes of decision making, including in conflict prevention and response, as well as in security matters has been very modest.

Under the Peacebuilding Fund, UN Women, in partnership with OHCHR and UNDP, is implementing a two-years project “Building sustainable and inclusive peace, strengthening trust and social cohesion in Moldova” (hereinafter – PBF project) on both banks of Nistru river. The project seeks to facilitate an enabling environment for improved cross-river cooperation, reduced social tensions and the continuation of the fragile Transnistrian region settlement process in the context of growing regional and domestic geopolitical tensions exacerbated by the war in Ukraine, through the advancement of, and cross-river collaboration on human rights, Women, Peace and Security, and the promotion of equal access to services and through ensuring early intervention to prevent deepening divisions between the populations on either side of the conflict divide which are currently being affected by highly divisive narratives and misinformation.

The project is aligned with the provisions under the draft of the second-generation National Program and Action Plan (NAP) for the implementation of UNSCR 1325 on Women, Peace, and Security (WPS) for the period 2023-2027 developed in Moldova with UN Women support. The new NAP, expected to be enacted in early 2023, is based on the four Pillars of the UNSCR 1325: Prevention, Participating, Protection, Relief, and Recovery and it addresses, among other aspects, actions aimed at enhancing women’s meaningful participation in the security and defense sector, including in the conflict settlement processes and peacebuilding efforts, primarily from a human security perspective and includes intervention at the local level to decentralize the WPS commitments.

### Rationale

Moldova’s prospects for sustained peace, stability and shared prosperity remain hampered by the protracted conflict on its territory. The Transnistrian region (with Tiraspol as its main city) remains effectively separated from the rest of the country since the end of the active conflict in 1992, not controlled by the government in Chisinau and with a de facto leadership that is supported by the Russian Federation.

The Transnistrian settlement process is conducted by using several formats of negotiations: 1+1 (at the level of Political Representatives of the Sides backed up by 11 Thematic Working Groups and three (3) subgroups on the level of experts) and the OSCE-led 5+2 format that with Russia and Ukraine as mediators between the two conflicting sides and the US and EU as observers. Despite the existence for many years of formal settlement process, no political resolution of the overall conflict has been achieved.

Following the Russian invasion of Ukraine in February 2022, the situation has further deteriorated. With growing concerns that Russia’s intentions could stretch beyond Ukraine, Moldova sought to expedite its European integration plans and, on 23 June 2023, has received the status of candidate country for accession to the European Union<sup>3</sup>. While the leadership of both banks appear willing to continue negotiations on key practical issues both at the level of negotiators and experts (several “1+1” meetings have taken place in 2022 at the level of the working groups)<sup>4</sup>, the OSCE has confirmed that the highest level of the talks - the formal 5+2 format - is for now on hold until further notice. The potential of EU membership may however inspire new efforts to resolve the situation.

Thematic Human Rights Working Group was established as part of the negotiation framework to address specific human rights issues such as the rights of persons with disabilities, rights of children at risk, repatriation of child victims of trafficking, trafficking in persons, tackling hate speech, prevention and combating of domestic violence, protection of persons living with HIV/AIDS against discrimination and their social inclusion. This group meets very infrequently, and its potential has not yet been reached. In addition, while the working group on human rights could have been an efficient platform to specifically discuss the issue of women’s rights and the participation of women in peacebuilding processes, it has not addressed those issues yet.

<sup>2</sup> <https://wps.unwomen.org/participation/>

<sup>3</sup> <https://www.consilium.europa.eu/en/policies/eastern-partnership/moldova/>

<sup>4</sup> <https://gov.md/ro/content/lista-coordonatorilor-grupurilor-de-lucru-din-partea-chisinaului>

The fourth and fifth (2013<sup>5</sup>) and sixth (2020<sup>6</sup>) periodic reports of the Republic of Moldova to the CEDAW Committee provided specific recommendations regarding women's rights in the Transnistrian region. Although isolated measures were taken to reduce the gender divide in the context of peacebuilding efforts, including capacity building in gender equality and gender-sensitive conflict analysis for the female members of the Joint Working Groups in the framework of the Transnistrian settlement process, this was of a piecemeal nature and there is a need for a holistic approach and consistent interventions to truly advance the role of women in the settlement process.

At the same time, while women are significantly under-represented in official peace talks, they are more represented in unofficial processes and over-represented at grassroots-level mediation<sup>7</sup>. Conflict resolution theory and practice promote the idea of multi-track diplomacy, which supposes that each conflict needs to be addressed at a number of different levels, where meaningful participation of women plays an essential role across all tracks to achieve sustainable peace. Therefore, the PBF project aims at bringing an impetus to the broader negotiations process through a more efficient involvement of CSOs in bringing new ideas to the attention of the working groups and other negotiations formats. From informal advocacy and meetings to formal negotiations, the WPS agenda is an apt example of how all the tracks can work together in synchronization.

The settlement of the Transnistrian conflict remains a key focus for the Government of Moldova, the Action Plan of the Bureau for Reintegration for 2022 having set as first objective to ensure the ongoing interaction on all negotiation platforms for the Transnistrian settlement process and identification of viable solutions for the issues on the negotiation's agenda.<sup>8</sup>

Considering the above, UN Women intends to support capacity development activities aiming at raising gender awareness among stakeholders at the negotiation table, while concurrently continuing to advocate for balanced representation of women in decision-making at all levels and putting in place enabling conditions to stimulate women's meaningful participation in peacebuilding.

As an expected impact of this intervention, Women, Peace and Security Agenda will be better integrated in the work of settlement process actors, and more women and men negotiators and women peacebuilders will acquire specific knowledge, skills, and tools to be efficiently engaged in high-level peace talks and peacebuilding processes.

## Scope of Work

Under this announcement, the UN Women within the Peacebuilding Fund's Project seeks to contract a **National Consultant on Gender Responsive Peacebuilding** to provide capacity building activities on human security aspects from gender perspective for governmental and non-governmental peace process actors.

In this sense, among governmental peace process actors are the Bureau of Reintegration Policies staff, representatives of sectoral Working groups from both banks of Nistru river, diplomatic staff, the members of the Delegation of Moldova to Joint Control Commission, other relevant state authorities' delegates.

Non-governmental peace process actors: CSOs, women peacebuilders, gender and human rights activists and experts, community local actors from both banks of the Nistru river.

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<sup>5</sup> Concluding observations on the combined fourth and fifth periodic reports of the Republic of Moldova, Committee on the Elimination of Discrimination against Women, Convention on the Elimination of All Forms of Discrimination against Women, CEDAW/C/MDA/CO/4-5, 29 October 2013, <https://undocs.org/en/CEDAW/C/MDA/CO/4-5>

<sup>6</sup> Concluding observations on the sixth periodic report of the Republic of Moldova, Committee on the Elimination of Discrimination against Women, Convention on the Elimination of All Forms of Discrimination against Women, CEDAW/C/MDA/CO/6, 10 March 2020, [https://tbinternet.ohchr.org/\\_layouts/15/treatybodyexternal/Download.aspx?symbolno=CEDAW/C/MDA/CO/6&Lang=En](https://tbinternet.ohchr.org/_layouts/15/treatybodyexternal/Download.aspx?symbolno=CEDAW/C/MDA/CO/6&Lang=En)

<sup>7</sup> <https://wps.unwomen.org/pdf/CH03.pdf>

<sup>8</sup> See the Action Plan for 2022 of the Bureau for Reintegration on the [link](#)

The consultant will work under the direct supervision of the Project Officer on Gender Equality in Peacebuilding, and overall guidance of the Programme Officer on Women, Peace and Security and Programme Analyst on Women in Leadership and Governance (WILG).

The consultant will be responsible for the following main tasks:

**Task 1:** Develop a detailed workplan, for a series of training courses for governmental and non-governmental peace process actors, including syllabus, timelines and brief description of activities to be undertaken and methodologies to be used.

**Task 2:** Provide at least 2 one day trainings on human security from gender perspective for governmental officials.

**Task 3:** Provide capacity development support (at least 4 one-day trainings/workshops) to local community actors along Security Zone, CSOs from both banks to enable their meaningful and inclusive contribution to the implementation of WPS Agenda, new NAP 1325 provisions at local level and advancing human security aspects.

**Task 4:** Facilitate at least 2 roundtables/joint dialogue spaces on human security issues and post-conflict reconstruction from a gender perspective in the peacebuilding context bringing together peace process actors with various backgrounds, in collaboration with an international consultant, assigned by UN Women.

**Task 5:** Provide support to UN Women project team on other ad-hoc project-related activities and peacebuilding initiatives aligning to the scope of work.

**Task 6:** Deliver 1 final report providing a summary on carried out activities, achievements, and lessons learned, as well as recommendations for the future integration of gender equality commitments into peace processes in Moldova.

### Expected deliverables

#### Deliverables and Timeframe

During the implementation of this assignment, the consultant shall be responsible for delivering of the following outputs, comprising of the main milestones:

No	Deliverables	Estimated workload (workdays)
1.	<b>Detailed Work Plan</b> for a series of training courses for governmental and non-governmental peace process actors.	3 days
2.	At least 2 one day trainings on human security from gender perspective for governmental officials.	6 days
3.	At least 4 one-days trainings/workshops for local community actors along Security Zone, CSOs from both banks to enable their meaningful and inclusive contribution to the implementation of WPS Agenda, new NAP 1325 provisions at local level and advancing human security aspects.	8 days
4.	At least 2 roundtables/joint dialogue spaces on human security issues and post-conflict reconstruction from a gender perspective in the peacebuilding context bringing together peace process actors with various backgrounds.	10 days
5.	Provide support to UN Women project team on other ad-hoc project-related activities and peacebuilding initiatives.	5 days

6.	Deliver 1 final report providing a summary on carried out activities, achievements, and lessons learned, as well as recommendations for the future integration of gender equality commitments into peace processes in Moldova.	3 days
<b>Total</b>		35 days

All written deliverables, including supporting materials, should be agreed with UN Women and be provided in English, Romanian and/ or Russian languages, as appropriate, in electronic copy.

#### Duration of the assignment

It is expected that the consultant shall begin work in **April 2023 with work being completed by the end of April 2024**, in conformity with the indicative timeframe described under the “Expected deliverables” section.

The timing and format of activities within the assignment should be agreed upon with UN Women project Team and may be adjusted in dependence on internal and/or external factors.

**Note:** The mentioned number of working days has been estimated as being sufficient/feasible for the envisaged volume of work to be completed successfully and is proposed as a guideline for the duration of the assignment. It cannot and shall not be used as a criterion for the completion of work/assignment. The provision of envisaged deliverables approved by the UN Women Programme Analyst shall be the only criteria for the national consultant’s work being completed and eligible for payment/s.

#### Management arrangements

The National Consultant will work under the overall guidance of Programme Officer on Women, Peace and Security and under direct supervision of the UN Women Project Officer on Gender Equality in Peacebuilding. The consultant is also expected to inform in a written form UN Women of any unforeseen challenge or risk that might occur during the duration of the assignment, as well as come up with a backup plan to ensure the accomplishment of deliverables.

Contributions: UN Women will put at the disposal of selected individual all available materials and necessary information for tasks achievement and will facilitate the meetings, as needed. During assignment’s related missions, the National Consultant may use the facilities of the office (i.e. internet access, printing, copying, local phone calls, etc.). However, s/he is expected to use his/her own personal computer.

#### Travel and other logistic arrangements

All envisaged in-country travel costs will be covered by UN Women based on prior agreement. In case of an international travel, UN Women shall not accept travel costs exceeding those of an economy class ticket. Should the national consultant wish to travel on a higher class he/she should do so using his/her own resources.

#### Performance evaluation

Consultant’s performance will be evaluated against such criteria as: timeliness, responsibility, initiative, communication, accuracy, and quality of the products delivered.

#### Financial arrangements

Payment will be disbursed upon submission and approval of the activity reports on deliverables and achieved results, with corresponding annexes, a timesheet, and certification by the supervisor that the services have been satisfactorily performed.

#### Competencies and qualifications:

#### Core Values:

- Respect for Diversity;
- Integrity;
- Professionalism.

**Core Competencies:**

- Awareness and Sensitivity Regarding Gender Issues;
- Accountability;
- Creative Problem Solving;
- Effective Communication;
- Inclusive Collaboration;
- Stakeholder Engagement;
- Leading by Example.

Please visit this link for more information on UN Women's Core Values and Competencies: <https://www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/About%20Us/Employment/UN-Women-values-and-competencies-framework-en.pdf>

**Functional Competencies:**

- Mature judgment and initiative;
- Ability to think out-of-the-box;
- Promotes the vision, mission, and strategic goals of UN Women;
- Ability to work in multi-disciplinary and multi-cultural teams;
- Ability to work under pressure against strict deadlines;
- Ability to present complex issues persuasively and simply;
- Flexible and open to learning and new experiences;
- Displays cultural, gender, religion and age sensitivity and adaptability.
- Focuses on impact and result for the partners and responds positively to feedback.

**Required Skills and Experience**

Education:

- Advanced University Degree (Master's degree or equivalent) in Gender Studies, Social Sciences, Political Sciences, International relations, International law, or related field.

Experience

- At least 5 (five) years of relevant professional experience in the area of human rights, gender equality, women's empowerment, gender mainstreaming in human security and peace processes;
- At least 2 years' experience in developing and delivery of various types of trainings and capacity building programs in human rights, gender equality, human security, conflict resolution;
- Specific experience related to the Transnistria settlement process is a strong advantage;
- Track record of cooperation with civil society organizations, local community actors is a strong advantage;
- Proven successful experience in working with international organizations, including UN agencies is an asset.

Language skills:

- Excellent verbal and written Romanian and Russian languages. Fluency in English is required;

**Application Procedure**

Interested applicants should apply to this announcement through UNDP jobs site: [jobs.undp.org](http://jobs.undp.org).

Interested individual consultants must submit the following documents/information to demonstrate their qualifications in one single PDF document:

- All applications must include (as an attachment) the completed UN Women Personal History form (P-11) which can be downloaded from <https://www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/About%20Us/Employment/UN-Women-P11-Personal-History-Form.doc>;
- Kindly note that the system will only allow one attachment, please combine all your documents into one (1) single PDF document. Applications without the completed UN Women P-11 form will be treated as incomplete and will not be considered for further assessment;
- Letter of Intent to include a brief overview of the consultant's previous experiences makes the candidate the most suitable candidate for the advertised position. It should reflect the above-mentioned required skills and experience.
- Financial proposal – specifying a total lump sum amount for the task specified in Terms of References. The Financial proposal shall include a breakdown of this lump sum amount (daily rate). Please see ANNEX I and ANNEX II.
- Applications received after the close date will not be accepted;
- Only short-listed candidates will be contacted.

***In July 2010, the United Nations General Assembly created UN Women, the United Nations Entity for Gender Equality and the Empowerment of Women. The creation of UN Women came about as part of the UN reform agenda, bringing together resources and mandates for greater impact. It merges and builds on the important work of four previously distinct parts of the UN system (DAW, OSAGI, INSTRAW and UNIFEM), which focused exclusively on gender equality and women's empowerment.***

***The United Nations in 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.***

#### **Evaluation of Applicants:**

For evaluation of short-listed candidates, a cumulative analysis scheme will be applied with a total score being obtained upon the combination of weighted technical and financial attributes. Cost under this method of analysis is rendered as an award criterion, which will be 30% out of a total score of 500 points.

Evaluation of submitted offers will be done based on the following formula:

$$B = T + \frac{C_{low}}{C} \times X$$

where:

- T* is the total technical score awarded to the evaluated proposal (only to those proposals that pass 70% of maximum 500 points obtainable under technical evaluation);
- C* is the price of the evaluated proposal;
- C<sub>low</sub>* is the lowest of all evaluated proposal prices among responsive proposals; and
- X* is the maximum financial points obtainable (150 points)

Technical evaluation will be represented through desk review of applications and further interview will be organized if needed, depending on the short-listed candidates' qualifications.

**Technical Evaluation:** The technical part is evaluated on the basis of its responsiveness to the Terms of Reference (TOR).

#	Criteria for technical evaluation	Scoring	Max. points
1.	Advanced University Degree (Master's degree or equivalent) in Gender Studies, Social Sciences, Political Sciences, International relations, International law, or related field	Master's degree – 60 pts; PhD – 10 pts; additional relevant trainings and certifications – 10 pts; up to max of 80 pts	80
2.	At least 5 (five) years of relevant professional experience in the area of human rights, gender equality, women's empowerment, gender mainstreaming in human security and peace processes;	5 years – 60 pts; each year over 5 years– 10 pts; up to a max of 90 pts	90
3.	At least 2 years' experience in developing and delivery of various types of trainings and capacity building programs in human rights, gender equality, human security, conflict resolution	2 years – 30 pts; each year over 2 years – 5 pts; up to a maximum of 50 pts	50
4.	Specific experience related to the Transnistria settlement process is a strong advantage	1 years – 30 pts; each year over 1 years – 5 pts; up to a maximum of 50 pts	50
5.	Track record of cooperation with civil society organizations, local community actors is a strong advantage	each assignment- 10 pts; up to a maximum of 30 pts	30
6.	Proven successful experience in working with international organizations, including UN agencies is an asset	No – 0 pts; Yes – 20 pts	20
7.	Excellent verbal and written Romanian and Russian languages. Fluency in English is required	Romanian – 10 pts; Russian – 10 pts; English – 10 pts	30
<b>Total Technical Scoring</b>			<b>350</b>

**Financial evaluation:**

In the Second Stage, the financial proposal of the candidate, who have attained minimum 70% score in the technical evaluation (at least 245 points), will be compared.

**WINNING CANDIDATE**

The winning candidate will be the candidate, who has accumulated the highest aggregated score (technical scoring + financial scoring).



## Annex I: Price Proposal Guideline and Template

The prospective National Consultant should take the following explanations into account during submission of his/her price proposal.

### 1. Daily fee

The daily price proposal should indicate a "lump sum amount" which is "all-inclusive". All costs (professional fees, communications, consumables during field related missions, etc.) that could be incurred by the Contractor needs to be factored into the proposed price.

UN Women will not withhold any amount of the payments for tax and/or social security related payments. UN Women shall have no liability for taxes, duties, or other similar charges payable by the Individual Contractor in respect of any amounts paid to the Individual Contractor under this Contract, and the Contractor acknowledges that UN Women will not issue any statements of earnings to the Individual contractor in respect of any such payments.

### 2. Travel costs

UN Women will not cover transportation cost within Chisinau.

### 3. Daily Subsistence Allowance

Not applicable.

### 4. Currency of the price proposal

The applicants are requested to submit their price proposals in MDL. In case of proposals in other currency, these shall be converted into MDL using the official UN exchange rate for currency MDL conversion to MDL at the date of applications' submission deadline.

To: United Nations Entity for Gender Equality and the Empowerment of Women

Ref: **National Consultant to provide a capacity-building programme on Gender Responsive Peacebuilding**

Dear Sir / Madam,

I, the undersigned, offer to provide professional consulting services to UN Women within the scope of the referred Assignment.

Having examined, understood and agreed to the Terms of Reference and its annexes, the receipt of which are hereby duly acknowledged, I, the undersigned, offer to deliver professional services, in conformity with the Terms of Reference.

My maximum total price proposal for the assignment is given below:

<b>Deliverables</b>	<b>MDL</b>
<b>Daily fee all inclusive</b>	
<b>Total price</b>	

I confirm that my financial proposal will remain unchanged. I also confirm that the price that I quote is **gross**, and is inclusive of all legal expenses, including but not limited to social security, income tax, pension, etc., which shall be required applicable laws.

I agree that my proposal shall remain binding upon me for 30 days.

I understand that you are not bound to accept any proposal you may receive.

[Signature]

Date:

Name:

Address:

Telephone/Fax:

Email: