

## TERMS OF REFERENCE

- A. Job Title:** Procurement Consultant
- B. Duty Station:** Chisinau, Republic of Moldova
- C. Projects reference:** Strengthening the Police Training Capacities,  
E-Contraventions and Response to Emerging Challenges Projects
- D. Contract type:** Individual Contract (IC)
- E. Duration of assignment:** Up to 72.5 working days during March – October 2023

### F. Background:

Professional training of staff is an area of a particular importance for the successful implementation of police reform. Building upon the MIA's and the "Stefan cel Mare" Academy's aspirations to reinforce the practice-oriented training, the project will strengthen institutional capacities, upgrade the learning technology and modernize the practical training infrastructure of the institution to enable an environment for nurturing next-generation police professionals, equipped with skills, knowledge and competences compliant with the demand for modern-style policing. The interventions in police training system, should also contribute to improved quality of police services in Moldova. Taken together, these results can increase public confidence in and support for law enforcement and justice processes, enhancing system performance and, ultimately, the integrity of the law.

The national police service has not fully unlocked the potential of digital solutions to enhance the promptness and completeness of its operations. Many processes are still paper-based, consuming critical time, effort and resources needed to respond to a specific situation. Documentation and investigation of contraventions (misdemeanours) is one of Police operations where digital transformation efforts are at a nascent stage. As part of maintaining public order and security mandate, the Police is the main law enforcement agency dealing with detection and investigation of contraventions.

Acknowledging the importance of digital transformation in ensuring effective and transparent policing activity and delivery of justice for all, the Project will contribute to creating the necessary enabling conditions and support developing the capabilities (at managerial and user levels) required for modernizing police operations in contravention cases. Building upon the MIA's aspirations to e-transform internal processes and enhance the quality of services delivered, the Project will strengthen institutional capacities, facilitate interinstitutional dialogue and interoperability, update (to the extent necessary) the regulatory framework and develop a modern and scalable software solution to enable an environment for nurturing next-generation police operations, supported by skills, knowledge and tools compliant with the demand for modern-style policing.

Community security is preoccupied with protecting communities from stress and tension brought by various crises. The compound crisis that the Republic of Moldova is being faced with, in case local communities will not be strengthened to resist and recover, will bring a range of social insecurities and fears that are likely to impede communities from striving for continuous sustainable development. Through assessing potential fragility points in terms of social tension/social cohesion and then strengthen the capacities, of both the communities and of the central public authorities, the project will contribute to increasing horizontal and vertical social cohesion, strengthen community security and support communities to participate collectively towards shared vision of sustainable development.

### **G. Objective:**

The main objective of this consultancy is to provide support to Strengthening the Police Training Capacities, E-Contraventions and Response to Emerging Challenges projects team in carrying out procurement related tasks and activities, in accordance with approved WPs, Budget and UNDP SOPs in Procurement. The support is expected to be provided for the successful implementation of seven procurement events in total.

### **H. Scope of work and expected outputs:**

The support provided by the **Consultant** will consist of performing the following tasks:

- Conduct market research on specific goods/services (when required).
- Draft relevant solicitation documents (Procurement strategy, Micro-Purchase, Request for Quotations (RfQ), Invitations To Bid (ITB), Requests for Proposal (RFP), Individual Contractor Procurement Notices, etc., including documents for quick upload in currently used ERP Systems) in accordance with approved Projects' Procurement Plans, UNDP templates and procedures.
- Review and update the detailed technical specifications for goods and TORs for services in consultation with project beneficiary and project team.
- Draft announcements for Service Center pages and local media (if necessary).
- Provide answers to potential applicants on procurement related questions (if necessary).
- Organize pre-bidding conferences and draft relevant documentation (where necessary).
- Conduct the preliminary evaluation of offers against technically responsiveness criteria.
- Provide support to Evaluation Committee during the technical and financial evaluation of offers. Develop necessary evaluation forms/matrix based on existing templates.
- Draft the Evaluation Report for the procurement of goods and services, including relevant supporting documents. Draft answers on procurement related questions coming from UNDP Contracts, Asset and Procurement Committee (CAP) and/ or Regional Advisory Committee on Procurement (RACP).
- Communicate with the Project Associate and Project Manager to ensure the continuity of the business processes (e.g. ask to check the availability of funds; ask the rise of e-Requisitions in corporative systems; ask the verification of the vendors' status in relevant UNDP corporative systems, inform unsuccessful offerors, etc.)
- Draft the relevant procurement contracts.

#	Deliverable	Estimated days per procurement event	Tentative timeframe
<b>I.</b>	<b>Strengthening the Police Training Capacities Project (INL/US Funding)</b>		
1.	<p><b>Tender (ITB) for the selection of the construction company(s) responsible for the modernization of the Police Academy Forensic Centre successfully carried out.</b></p> <p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>• Conduct Market research of potential specialized companies-applicants. Draft relevant solicitation documents (standard ITB templates and annexes, Procurement strategy, etc., including documents for quick upload in currently used ERP Systems) in accordance with approved Projects' Procurement Plans, UNDP templates and procedures. Announcements drafted – 2 wd.</li> <li>• Pre-bidding Conference carried out and minutes drafted, draft answers to Companies on procurement related questions – 1 wd.</li> <li>• Conduct the preliminary evaluation of offers against technically responsiveness criteria – 1 wd.</li> <li>• Provide support to Evaluation Committee during the technical and financial evaluation of offers. Develop and fulfil necessary evaluation forms/matrix based on existing templates – 3 wd.</li> <li>• Draft the Evaluation Report with relevant annexes. Integrate the relevant comments coming from Service Center in the Evaluation Report. Draft answers on procurement related questions coming from CAP/RACP. – 4 wd.</li> <li>• Draft relevant procurement contract – 0.5 wd.</li> </ul> <p><b>Deliverable 1</b></p> <ul style="list-style-type: none"> <li>• <b>Market research</b> of potential specialized companies-applicants conducted. Relevant ITB <b>solicitation documents</b> drafted. <b>Announcements</b> drafted.</li> <li>• <b>Pre-bidding conference</b> carried out and minutes drafted.</li> <li>• <b>Preliminary evaluation</b> of offers against technically responsiveness criteria conducted. Evaluation forms/matrix developed.</li> <li>• <b>Evaluation Report</b> with relevant annexes drafted.</li> <li>• <b>Contracting documents</b> drafted.</li> </ul>	<b>Up to 11.5 w.d.</b>	By 20 April 2023
2.	<p><b>Tender (RfQ) for the procurement of specialized investigation equipment for Forensic Laboratory successfully carried out.</b></p> <p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>• Conduct Market research of potential specialized companies-applicants. Draft relevant solicitation documents (standard RfQ templates and annexes, Procurement strategy</li> </ul>	<b>Up to 10.5 w.d.</b>	By 31 July 2023

	<p>etc., including documents for quick upload in currently used ERP Systems) in accordance with approved Projects' Procurement Plans, UNDP templates and procedures. Announcements drafted – 1.5 wd.</p> <ul style="list-style-type: none"> <li>• Review and update the detailed technical specifications for goods/equipment (elaborated by the project experts) in consultation with project beneficiary and project team – 1 wd.</li> <li>• Conduct the preliminary evaluation of offers against technically responsiveness criteria – 1.5 wd.</li> <li>• Provide support to Evaluation Committee during the technical and financial evaluation of offers. Develop and fulfil necessary evaluation forms/matrix based on existing templates – 2 wd.</li> <li>• Draft the Evaluation Report with relevant annexes. Integrate the relevant comments coming from Service Center in the Evaluation Report. Draft answers on procurement related questions coming from CAP – 4 wd.</li> <li>• Draft relevant procurement contract – 0.5 wd.</li> </ul> <p><b>Deliverable 2:</b></p> <ul style="list-style-type: none"> <li>• <b>Market research</b> of potential specialized companies-applicants conducted.</li> <li>• Relevant RfQ <b>solicitation documents</b> drafted. <b>Announcements</b> drafted.</li> <li>• <b>Preliminary evaluation</b> of offers against technically responsiveness criteria conducted. Evaluation forms/matrix developed.</li> <li>• <b>Technical specifications</b> for goods reviewed and updated.</li> <li>• <b>Evaluation Report</b> with relevant annexes drafted.</li> <li>• <b>Contracting documents</b> drafted.</li> </ul>		
<b>II.</b>	<b>E-Contraventions Project (SIDA Funds)</b>		
3.	<p><b>Tender (RFP) for the selection of specialized Company to provide the quality assurance services during the development of E-Contravention Case Management System.</b></p> <p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>• Conduct Market research of potential specialized companies-applicants. Draft relevant solicitation documents (standard RFP templates and annexes, Procurement strategy etc., including documents for quick upload in currently used ERP Systems) in accordance with approved Projects' Procurement Plans, UNDP templates and procedures. Announcements drafted – 2 wd.</li> <li>• Pre-bidding Conference carried out and minutes drafted, draft answers to Companies on procurement related questions – 1 wd.</li> <li>• Conduct the preliminary evaluation of offers against technically responsiveness criteria – 1 wd.</li> <li>• Provide support to Evaluation Committee during the technical and financial evaluation of codified offers. Develop</li> </ul>	<b>Up to 10.5 w.d.</b>	By 30 May 2023

	<p>and fulfil necessary evaluation forms/matrix based on existing templates – 2 wd.</p> <ul style="list-style-type: none"> <li>• Draft the Evaluation Report with relevant annexes. Integrate the relevant comments coming from Service Center in the Evaluation Report. Draft answers on procurement related questions coming from CAP/RACP. – 4 wd.</li> <li>• Draft relevant procurement contract – 0.5 wd.</li> </ul> <p><b>Deliverable 3:</b></p> <ul style="list-style-type: none"> <li>• <b>Market research</b> of potential specialized companies-applicants conducted.</li> <li>• Relevant RFP <b>solicitation documents</b> drafted. <b>Announcements</b> drafted.</li> <li>• <b>Preliminary evaluation</b> of offers against technically responsiveness criteria conducted. Evaluation forms/matrix developed.</li> <li>• <b>Evaluation Report</b> with relevant annexes drafted.</li> <li>• <b>Contracting documents</b> drafted.</li> </ul>		
4.	<p><b>Tender (RFP) for the selection of specialized IT company to Develop MIA's E-Contravention Case Management System successfully carried out.</b></p> <p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>• Conduct Market research of potential specialized companies-applicants. Draft relevant solicitation documents (standard RFP templates and annexes, Procurement strategy etc., including documents for quick upload in currently used ERP Systems) in accordance with approved Projects' Procurement Plans, UNDP templates and procedures. Announcements drafted – 2 wd.</li> <li>• Pre-bidding Conference carried out and minutes drafted, draft answers to Co on procurement related questions – 1 wd.</li> <li>• Conduct the preliminary evaluation of offers against technically responsiveness criteria – 1 wd.</li> <li>• Provide support to Evaluation Committee during the technical and financial evaluation of offers. Develop and fulfil necessary evaluation forms/matrix based on existing templates – 2 wd.</li> <li>• Draft the Evaluation Report with relevant annexes. Integrate the relevant comments coming from Service Center in the Evaluation Report. Draft answers on procurement related questions coming from CAP/RACP. – 4 wd.</li> <li>• Draft relevant procurement contract – 0.5 wd.</li> </ul> <p><b>Deliverable 4:</b></p> <ul style="list-style-type: none"> <li>• <b>Market research</b> of potential specialized companies-applicants conducted.</li> <li>• Relevant RFP <b>solicitation documents</b> drafted. <b>Announcements</b> drafted.</li> </ul>	<p><b>Up to 10.5 w.d.</b></p>	<p>By 10 May 2023</p>

	<ul style="list-style-type: none"> <li>• <b>Pre-bidding conference</b> carried out and minutes drafted.</li> <li>• <b>Preliminary evaluation</b> of offers against technically responsiveness criteria conducted. Evaluation forms/matrix developed.</li> <li>• <b>Evaluation Report</b> with relevant annexes drafted.</li> <li>• <b>Contracting documents</b> drafted</li> </ul>		
III.	<b>Emerging Challenges Project (Japanese Funding)</b>		
5.	<p><b>Tender (ITB/LTA) for the procurement of vehicles for Police successfully carried out.</b></p> <p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>• Draft relevant solicitation documents (standard ITB/LTA) templates and annexes, Procurement strategy etc., including documents for quick upload in currently used ERP Systems) in accordance with approved Projects' Procurement Plans, UNDP templates and procedures. Announcements drafted – 2 wd.</li> <li>• Review and update the detailed technical specifications for goods/equipment (elaborated by the project experts) in consultation with project beneficiary and project team – 1 wd.</li> <li>• Conduct the preliminary evaluation of offers against technically responsiveness criteria – 1 wd.</li> <li>• Provide support to Evaluation Committee during the technical and financial evaluation of codified offers. Develop and fulfil necessary evaluation forms/matrix based on existing templates – 2 wd.</li> <li>• Draft the Evaluation Report with relevant annexes. Integrate the relevant comments coming from Service Center in the Evaluation Report. Draft answers on procurement related questions coming from CAP/RACP. – 4 wd.</li> <li>• Draft relevant procurement contract – 0.5 wd.</li> </ul> <p><b>Deliverable 5:</b></p> <ul style="list-style-type: none"> <li>• Relevant <b>solicitation documents</b> drafted. <b>Announcements</b> drafted.</li> <li>• <b>Technical specifications</b> for goods reviewed and updated.</li> <li>• <b>Preliminary evaluation</b> of offers against technically responsiveness criteria conducted. Evaluation forms/matrix developed.</li> <li>• <b>Evaluation Report</b> with relevant annexes drafted.</li> <li>• <b>Contracting documents</b> drafted.</li> </ul>	<b>Up to 10.5 w.d.</b>	By 30 April 2023
6.	<p><b>Tender (RfQ) for the procurement of Body Video Cameras for Police successfully carried out.</b></p> <p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>• Conduct Market research of potential specialized companies-applicants. Draft relevant solicitation documents (standard RfQ templates and annexes, Procurement strategy etc., including documents for quick upload in currently used</li> </ul>	<b>Up to 9.5 w.d.</b>	By 15 May 2023

	<p>ERP Systems) in accordance with approved Projects' Procurement Plans, UNDP templates and procedures. Announcements drafted – 1.5 wd.</p> <ul style="list-style-type: none"> <li>• Review and update the detailed technical specifications for goods/equipment (elaborated by the project experts) in consultation with project beneficiary and project team – 0.5 wd.</li> <li>• Conduct the preliminary evaluation of offers against technically responsiveness criteria – 1 wd.</li> <li>• Provide support to Evaluation Committee during the technical and financial evaluation of offers. Develop and fulfil necessary evaluation forms/matrix based on existing templates – 2 wd.</li> <li>• Draft the Evaluation Report with relevant annexes. Integrate the relevant comments coming from Service Center in the Evaluation Report. Draft answers on procurement related questions coming from CAP – 4 wd.</li> <li>• Draft relevant procurement contract – 0.5 wd.</li> </ul> <p><b>Deliverable 6:</b></p> <ul style="list-style-type: none"> <li>• <b>Market research</b> of potential specialized companies-applicants conducted.</li> <li>• Relevant RfQ <b>solicitation documents</b> drafted. <b>Announcements</b> drafted.</li> <li>• <b>Technical specifications</b> for goods reviewed and updated.</li> <li>• <b>Preliminary evaluation</b> of offers against technically responsiveness criteria conducted. Evaluation forms/matrix developed.</li> <li>• <b>Evaluation Report</b> with relevant annexes drafted. <b>Contracting documents</b> drafted.</li> </ul>		
7.	<p><b>Tender (RfQ) for the procurement of Crash Scene Mapping solutions for Police successfully carried out.</b></p> <p><b>Tasks:</b></p> <ul style="list-style-type: none"> <li>• Conduct Market research of potential specialized companies-applicants. Draft relevant solicitation documents (standard RfQ templates and annexes, Procurement strategy etc., including documents for quick upload in currently used ERP Systems) in accordance with approved Projects' Procurement Plans, UNDP templates and procedures. Announcements drafted – 1.5 wd.</li> <li>• Review and update the detailed technical specifications for goods/equipment (elaborated by the project experts) in consultation with project beneficiary and project team – 0.5 wd.</li> <li>• Conduct the preliminary evaluation of offers against technically responsiveness criteria – 1 wd.</li> <li>• Provide support to Evaluation Committee during the technical and financial evaluation of codified offers. Develop and fulfil necessary evaluation forms/matrix based on existing templates – 2 wd.</li> </ul>	<b>Up to 9.5 w.d.</b>	By 30 June 2023

	<ul style="list-style-type: none"> <li>• Draft the Evaluation Report with relevant annexes. Integrate the relevant comments coming from Service Center in the Evaluation Report. Draft answers on procurement related questions coming from CAP – 4 wd.</li> <li>• Draft relevant procurement contract – 0.5 wd.</li> </ul> <p><b>Deliverable 7:</b></p> <ul style="list-style-type: none"> <li>• <b>Market research</b> of potential specialized companies-applicants conducted.</li> <li>• Relevant RfQ <b>solicitation documents</b> drafted. <b>Announcements</b> drafted.</li> <li>• <b>Technical specifications</b> for goods reviewed and updated.</li> <li>• <b>Preliminary evaluation</b> of offers against technically responsiveness criteria conducted. Evaluation forms/matrix developed.</li> <li>• <b>Evaluation Report</b> with relevant annexes drafted.</li> </ul> <p><b>Contracting documents</b> drafted</p>		
	<b>TOTAL</b>	<b>Up to 72.5w.d.</b>	

## I. Deliverables:

Deliverables can be amended or specified for the purpose of the assignment.

Payment will be made in instalments upon the submission and approval of the above listed deliverables by the UNDP Project Manager and the representative appointed by the beneficiary institution.

## J. Organizational Setting:

This is a part-time consultancy. The Ministry of Internal Affairs (MIA), Academy "Stefan cel Mare" and GPI are the main beneficiaries of this consultancy. Thus, the Consultant will work in collaboration with the MIA's staff – for substantive aspects of the assignment, and under the direct supervision of the UNDP Moldova Strengthening the Police Training Capacities, E-Contraventions and Response to Emerging Challenges Projects Manager – for the administrative aspects of the assignment, including reporting, quality assurance, contract management.

## K. Inputs:

The MIA and the Project staff will provide the Consultant with the information and materials available for the fulfilment of tasks, facilitate meetings and provide other reasonable logistic support where necessary. UNDP Moldova Governance, Justice and Human Rights Programme Analyst will provide the Consultant with inputs on gender and diversity mainstreaming, non-discrimination, collection of disaggregated data and other emerging human rights issues.

## L. Confidentiality

Materials and deliverables provided to the consultant and all proceedings within the consultancy contract shall be regarded as confidential, both during and after the consultancy. Violation of confidentiality requirements may result in immediate termination of contract.

## M. Qualifications and skills required:

### I. Academic Qualifications:



- University Degree in Business Administration, Finance, Economics, Procurement, or other relevant field.

II. Years and sphere of experience:

- At least 5 years in conducting procurement processes is required;
- Professional experience in Financial area is desirable;
- Experience of cooperation with UN agencies and/or international organisations, and/or development programs will be an asset;
- Experience in procurement (bids' evaluation and contracts management) of civil works will be considered a strong advantage;
- Experience in procurement of ICT solutions / platforms development services will be an advantage.

III. Competencies:

*Language requirements*

- Fluency in Romanian and Russian, as well as working knowledge of English, are required.

IV. Personal qualities and Abilities:

- Proven capacities of team-oriented work, abilities of planning and organization;
- Demonstrated interpersonal, communication and diplomatic skills;
- Ability to analyse, plan, effectively communicate, organise and fulfil the planned results;
- Ability to attain results and meet deadlines, maintaining high quality standards.

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.**

## **N. Documents to Be Included When Submitting the Proposals**

Interested individual consultants must submit the following documents/ information to demonstrate their qualifications:

- Offeror's letter to UNDP confirming interest and availability for the individual contractor (IC) assignment, incorporating Financial proposal in Annex 2 (in USD, specifying a total requested amount per working day, including all related costs, e.g. fees, phone calls etc.);
- Proposal (Motivation Letter): explaining why they are the most suitable for the work including similar previous experience;
- CV highlighting relevant experience as per the TOR requirements and at least 3 references.

**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.

## O. Evaluation

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

- University Degree in Business Administration, Finance, Economics, Procurement, or other relevant field;
- At least 5 years in conducting procurement processes.

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:

- responsive/ compliant/ acceptable, and
- 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 Business Administration, Finance, Economics, Procurement, or other relevant field	<i>Bachelor's Degree – 5 pts Master's Degree – 10 pts.</i>	10
At least 5 years in conducting procurement processes	<i>Up to 5 years – 0 points, 5 years – 20 points, each additional year – 5 points, up to max. 8 years - 35 pts;</i>	35
Professional experience in financial area is desirable	<i>Each year of experience – 5 pts, up to max 20 pts (4 years);</i>	20
Experience of cooperation with UN agencies and/or international organisations, and/or development programs will be an asset	<i>One year of experience – 10 pts, each additional year - 5 pts, up to max 20 pts (3 years);</i>	20

Experience in procurement (bids' evaluation and contracts management) of civil works will be considered a strong advantage	<i>One contract – 10 pts, each additional contract – 5 pts up to max. 6 contracts – 35 pts</i>	35
Experience in procurement of ICT solutions / platforms development services will be an advantage	<i>Each ICT contract – 5 pts, up to max. 2 contracts – 10 pts</i>	10
<b>Subtotal desk review Scoring</b>		<b>130</b>
<b>Interview</b> (demonstrated technical knowledge and experience; communication/ interpersonal skills/ abilities). <b>Only the first 3 applicants that have accumulated the highest technical score shall be invited to the interview.</b>		
Proven capacities of team-oriented work, abilities of planning and organization	<i>None – 0 pts, limited – up to 10 pts, good – up to 25 pts, strong – up to 35 pts</i>	35
Demonstrated interpersonal, communication and diplomatic skills	<i>None – 0 pts, limited – up to 10 pts, good – up to 25 pts, strong – up to 35 pts</i>	35
Ability to analyse, plan, effectively communicate, organise and fulfil the planned results	<i>None – 0 pts, limited – up to 10 pts, good – up to 25 pts, strong – up to 35 pts</i>	35
Ability to attain results and meet deadlines, maintaining high quality standards	<i>None – 0 pts, limited – up to 10 pts, good – up to 25 pts, strong – up to 35 pts</i>	35
Fluency in Romanian and Russian, as well as working knowledge of English, are required.	<i>Romanian – up to 5 pts; English: Working knowledge / intermediate – up to 5 pts, advanced – up to 15 pts; Russian: up to 5 pts</i>	25
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment <sup>1</sup>	<i>No – 0 pts., to one group – 1,5 pts., to two or more groups – 5 pts.</i>	5
<b>Subtotal Interview Scoring</b>		<b>170</b>
<b>Maximum Total Technical Scoring</b>		<b>300</b>

<b>Financial</b>		
Evaluation of submitted financial offers will be done based on the following formula: <b><math>S = F_{min} / F * 200</math></b> <b>S</b> – score received on financial evaluation; <b>Fmin</b> – the lowest financial offer out of all the submitted offers qualified over the		<b>200</b>

<sup>1</sup> 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.

technical evaluation round; <b>F</b> – financial offer under consideration	
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#### Winning candidate

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