

TERMS OF REFERENCE

Job title:	National consultant to support the implementation of the pilot projects related to energy efficiency and renewable measures to increase energy affordability and development of sustainable financing mechanisms with a primary focus on vulnerable households and public sector (Team Leader-Component 4)
Duty station:	Chisinau
Reference to the:	Programme "Addressing the impacts of energy crisis and initiating solutions toward energy security and addressing energy poverty" (FPI Programme)
Contract type:	Individual Contract (IC)
Contract Duration:	April 2023 - August 2023

I. Background:

Starting with October 2021, Moldova is facing a significant increase of gas prices consequently both of very tight global energy markets and a recently amended contract with Gazprom Moldova gas supplier. During the winter season 2021-2022, Moldova purchased its gas at prices about three or four times higher than in previous years which represented about \$770/1000 cubic meters in October, \$450/1000 cubic meters in November and December and \$650/1000 cubic meters in January 2022. The prices are highly dependent of international gas market fluctuations which puts Moldovan Government in the situation to quickly react in case of unforeseen excessive price increases. This has put significant pressures on Moldova's public finances and on the ability of the most vulnerable citizens to afford gas throughout the winter. The situation is becoming more complex as the Gazprom applies a rigid approach in terms of contractual deadlines for payments of advances, which has not been the case ever before.

In response to this energy crisis, the Government of Moldova introduced a State of Emergency on October 22, 2021, and January 20, 2022, and has prepared an urgent response to strengthen the social protection system's ability to respond to increased energy tariffs. The Moldovan Government response is to ensure compensations measures for heating of all population in the proportion of 67% (from tariff increase) in December 2021 to 80% in January 2022.

Given the increase of gas tariffs will lead to subsequent increases of the electricity prices, the entire national economy and population will be affected. In this circumstances, Moldovan Government is looking to diversifying gas and electricity supply, to strengthen its energy security and enabling a transparent, fully open, and well-functioning energy market.

For a country in which nearly two thirds of the population lived on less than \$10/day before the pandemic began, where the expenditure on food and energy absorbs most vulnerable household incomes, and where the vulnerable households generate the lion's share of its electricity from gas, the current energy price increase has already shown significant implications. Energy poverty is to deepen, particularly for the poor households that are having to face a three to four- fold increase in energy prices (for gas and electricity) during the 2021-2022 heating season and beyond.

Combined with the country's aggravated context by the COVID-19 pandemic (5th COVID19 wave as the Omicron variant outbreaks) and on-going macroeconomic social distress, the energy shocks also pose major risks to the Government's reform program, which seeks to strengthen Moldova's alignment with European and global good governance practices and is central to Moldova's hopes for achieving the SDGs. The current geopolitical situation brings additional urgency to pursue these actions.

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 to synchronize its electricity network with the Continental European Network (CEN), an important step towards the integration into the EU energy system and market.

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 Project 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 National Consultant, Team Leader, to assist in the design and implementation of the **Component 4 of the Programme "Investment support /pilots in energy efficiency and renewable with a focus on the most vulnerable (FPI Programme).**

Under this component targeted support will be provided for identification and implementation of the demonstration/pilot's projects of energy efficiency and renewable measures to increase energy affordability and development of sustainable financing mechanisms with primary focus on vulnerable households and public sector.

The end goal of this component is to 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. The expected results are:

- Developed National Programs to adopt energy saving practices and technologies, including in vulnerable HHs are launched and piloted
- Enhanced adoption of energy efficiency measures in apartment buildings
- Increased domestic power generation from renewable energy sources for needs of public buildings

II. Objective:

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.

III. Scope of work and expected outputs:

The overall objective of this assignment for the National Consultant (Consultant) is to provide substantive support in the coordination, and monitoring of programme activities under Component 4 of the Project which seeks to 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.

The Consultant will work in close consultation with the assigned EECC programme staff, operations units from the UNDP Country Office and the project team to deliver quality results in an effective and efficient manner, while anticipating and managing the risks and issues. The incumbent is expected to exercise full compliance with UNDP

programming, financial, procurement and administrative rules, regulations, policies, and strategies, as well as implementation of effective internal control systems.

The following are the specific tasks of the incumbent:

1. Provide support during Programme's implementation phase:

- lead and steer the implementation of a large-scale vouchers programme for household appliances dedicated to vulnerable energy households (format and details of the programme to be decided in consultation with the relevant authorities). The vouchers programme will help energy vulnerable families, in particular women left behind, to reduce their bills by replacing the old appliances which are divided in two categories: category 1- electric bulbs; category 2 - fridges, washing machines and electric stoves. with new energy efficient ones who own an energy label. The mechanism for issuing the vouchers will be developed on an digital platform where the potential beneficiaries will have the possibility to apply for getting the voucher. The platform will be developed by engaging local ICT sector, on competitive basis, through UNDP's Digital Innovation Challenge mechanism.

- lead the implementation of the Green Home Grant Programme, consisting in financing the dedicated packages of RE and EE solutions for households affected by energy poverty. The main scope of the action is to develop and put in place an innovative, scalable, and impactful tool for those households affected by energy poverty and interested in implementing energy efficiency measures and adoption of renewables solutions.

- lead implementation of the refurbishment activities related to the distribution of heating system in the multi story residential buildings connected to CHP in the city (where it is operational). The pilot will consist in switching from vertical to horizontal distribution of heat with installation of modern net meters to allow efficient and automatic operation of heating in autumn and spring period, and offering the possibility to beneficiaries to regulate the heat comfort in each apartment by adjusting the desired temperature. In addition, to minimize the energy losses and reduction of bills might by explored the works of insulation of the building envelope, changing the windows, insulation of the ground floor and last floor, renovation and insulation of the rooftop, as well as installation of photovoltaic panels on the building rooftop to cover the energy bills for elevator and interior lightening (approx. 12 kW power).

- lead implementation of an intervention meant to support investments in use of renewable energy within medical institutions and assessing the feasibility of adoption of integrated renewable solutions and piloting their implementation (e.g. solar collectors for hot water and cooling systems). Within this action will be assessed also the possibility to implement integrated EE and RE solutions in other public buildings.

- provide support, upon request from the Programme Manager to the National nudging programme for homeowners to improve/reduce electricity consumption to be deployed by the FPI Programme. The Programme will be based on comparison with most efficient neighbors and in line with successful UNDP behavioral experiment, in partnership with Premier Energy and Moldova Gaz SA, coupled with National Programme for home appliances. The intervention will consist of two parallel programmes, i.e., 'electricity program' (EP) and 'gas program' (GP), both targeting two layers of end-clients: those most inefficient and everyone else. Separate impact evaluation will be done monthly (based on evidence on electricity and gas use), quarterly and a final evaluation after 12 months of the EP and GP implementation. The EP will target 150,000 HHs to receive behavioral letters comparing those HHs with most efficient neighbors. Over 200,000 other HHs will receive simple nudging letters. The GP will target about the same number of HHs. The capacities of the programs to include more HHs depend on the capacity to process data and couple the billing process with that of developing and sending behavioral letters. On bill nudging is possible to start in early 2023.

- provide support to the implementation of the Energy Management information System (EMIS) and smart energy metering, as a tool to monitor the economic impacts for energy consumption (at national level in partnership with AEE). EMIS is currently being tested in Chisinau, with UNDP support, in collaboration with Termoelectrica and is ready for replication to the other regions of Moldova. There is an interest of EEA to partner on its replication at national level.

IV. Expected Deliverables:

Item no.	Deliverables	Estimate Workdays	Tentative timeframe
1	Progress report submitted and approved by the Programme Coordinator on <i>Project Action 4.1.1: Design and support the launching of a large-scale vouchers programme for household appliances dedicated to vulnerable energy households</i>	Up to 20 working days	April 2023 - August 2023
2	Progress report submitted and approved by the Programme Coordinator on <i>Project Action 4.1.2: Design and pilot of the Green Home Grant Programme</i>	Up to 20 working days	April 2023 - August 2023
3	Progress report submitted and approved by the Programme Coordinator on <i>Project action 4.2.1: Refurbishment of the distribution heating system form the multi-story residential buildings connected to CHP in the city where it is operational.</i>	Up to 20 working days	April 2023 - June 2023
4	Progress report submitted and approved by the Programme Coordinator on <i>Project Action 4.3.1: Promotion the use of renewable energy within medical institutions</i>	Up to 20 working days	April 2023 - June 2023
5	Progress report submitted and approved by the Programme Coordinator on <i>Project Action 4.3.2: Assessing the feasibility of adoption of integrated renewable solutions and piloting their implementation</i>	Up to 20 working days	April 2023 – July 2023
6	Final report on the accomplished work, including the lessons learned and recommendations	Up to 5 working days	August 2023
	Total 105 days		

Note:

1. The indicated tentative timeframe 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 unique criteria for completion of work/assignment. The provision of the envisaged deliverables approved by the FPI Programme shall be the only criteria for Consultant's work being completed and eligible for payment/s.
2. All deliverables shall be provided in Romanian and/or English, as requested by the Programme Manager, in a succinct and user-friendly language and require the endorsement by the FPI Programme Manager.

V. Organizational Setting:

The Consultant will work under the direct supervision and guidance of the FPI Programme Manager and the Environment, Energy and Climate Change Cluster Lead.

It is expected that the Consultant begins the assignment in April 2023 and completes the assignment in August 2023. The Consultant's performance will be evaluated against such criteria as timeliness, responsibility, initiative, communication, accuracy, and quality of the products delivered.

VI. Financial arrangements:

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 the daily fee, taxes, and number of anticipated working days).

VII. Confidentiality

Materials 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.

VIII. Qualifications and skills required:

I. Academic Qualifications:

- University Degree in public administration, engineering, economics, environment, energy, and other closely related fields. Advanced degree (Master's or Ph.D.) is an asset.

II. Years and area of experience:

- Demonstrated experience of work in the development, coordination and implementation of the development programmes in the energy sector or related;
- At least 5 years of relevant professional experience of engagement with a large variety of stakeholders (public, private, LPAs, central public authorities, mass-media etc.);
- At least 5 years previous work experience in the field of project management, coordination and monitoring or other related fields;
- Previous work experience in the energy efficiency and renewable areas will be considered a strong advantage;
- Excellent knowledge of the energy-related national and regional context and solutions to address energy poverty and crisis;
- Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies;

III. Competencies:

- A strong client-service orientation;
- High level of responsibility and organization capacities;
- Computer proficiency, including knowledge of MS Office products (Word, Excel, Power Point) and construction engineering software;
- Proficiency in English, Romanian. Knowledge of Russian is an advantage;
- Sensitivity and respect for sustainable development, human rights and gender equality;
- Ability to deal with people with tact and diplomacy;
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout;
- 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.

IV. Personal qualities:

- Resourcefulness and proactivity;
- Strong communication and interpersonal skills.

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.

Documents to Be Included When Submitting the Proposals

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

- Signed and filled-in 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.). Annex 2 to the Offeror's letter, incorporating the Financial Proposal, shall be filled in mandatorily and includes the detailed breakdown of costs supporting the all inclusive financial proposal;
- Proposal (Motivation Letter): explaining why they are the most suitable for the work including previous experience in similar Projects (please provide brief information on each of the above qualifications, item by item, including information, links/copies of documents for similar assignments);
- CV with 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.

IX. Evaluation

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

- University Degree in public administration, engineering, economics, environment, energy and other closely related fields;
- At least 5 years of relevant professional experience of engagement with a large variety of stakeholders (public, private, LPAs, central public authorities, mass-media etc.);
- At least 5 years previous work experience in the field of project management, coordination and monitoring or other related fields.

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
<u>Technical</u>		
University Degree in public administration, engineering, economics, environment, energy, and other closely related fields. Advanced degree (Master's or Ph.D.) is an asset	University degree – 40 pts, Master's degree – 45 pts, Ph.D. – 50 pts.	50
At least 5 years of relevant professional experience of engagement with a large variety of stakeholders (public, private, LPAs, central public authorities, mass-media etc.)	no – 0 pts, 5 years – 40 pts, each additional year - 5 pts, up to max – 50 pts.	50
At least 5 years previous work experience in the field of project management, coordination and monitoring or other related fields	no – 0 pts, 5 years – 40 pts, each additional year - 5 pts, up to max – 50 pts.	50
<u>Interview</u> (demonstrated technical knowledge and experience; communication/ interpersonal skills; initiative; creativity/ resourcefulness). Only the first 5 applicants that have accumulated the highest technical score shall be invited to the interview.		
At least 2 years of proven work experience in the energy efficiency and renewable areas will be considered a strong advantage	no – 0 pts, 2 year – 20 pts, each additional year - 10 pts, up to max. – 40 pts.	40
Excellent knowledge of the energy-related national and regional context and solutions to address energy poverty and crisis	limited – <20 pts, satisfactory – <30 pts, extensive – <40 pts	40

Previous experience in development assistance or related work for a donor organization, development partners, UN Agencies	Yes – 20 pts., No – 0 pts.	20
Fluency in written and spoken Romanian, English is required for this assignment. Russian will be considered an asset.	English and Romanian – max 20 pts (10 pts per each language) Russian – 10 pts.	30
Belonging to the group(s) under-represented in the UN Moldova and/or the area of assignment*	No – 0 pts., to one group 15 pts, to 2 or more groups – 5 additional pts.	20
Maximum Total Technical Scoring		300

** Under-represented group in the area of assignment (law enforcement) are 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.*

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

Winning candidate

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