



TERMS OF REFERENCE

- A. Job Title:** National Consultant to develop 8 concepts notes for enhanced resilience to climate change.
- B. Duty Station:** Home based.
- C. Project reference:** Enhancing human security in Moldova through agri-food resilience to intensifying external and climate shocks.
- D. Contract type:** Individual Contract (IC)
- E. Contract Duration:** Up to 64 working days during January – 5 May 2025

F. Background:

Agriculture, the mainstay of the Moldova economy, constitutes 12% of the GDP, employs 30% of the Moldovan population and provides livelihood opportunities for more than half of the people of the country. It is, however, being affected heavily by the compounded crisis following the war in Ukraine, as well as by the worsening trends in frequency and severity of weather hazards (drought in 2020 and 2022, late frosts, heavy rainstorms and hail in 2023) due to climate change, which without concrete resilience-building measures will continue to undermine the food security of the country and increase the risks of conflicts over use of water and land resources.

Therefore, enhancing adaptation of the country's agri-food system in the face of the intensifying climate and disaster risks is a pre-requisite for eliminating hunger and protecting livelihoods and productive assets for food security. The measures proposed by this project will contribute to reduction of the agricultural and economic losses caused by the natural hazards and is a step forward towards achievement of commitments assumed by the country under the Sendai Framework (2015-2030). Ultimately, the country will be more prepared for future food security crisis, contributing to the realization of the local and global food security objectives adopted during the G7 Japan Summit in 2023.

The overall objective of the project is to strengthen the agri-food security of the country under the current multidimensional crisis, including the intensifying climate and disaster threats.

It is composed of the following objectives:

Objective 1: To improve the climate and disaster risk management in the country through upgraded agro-meteorological, hydrological monitoring system and data analytics.

Objective 2. Establish a solid foundation for implementation of the climate change adaptation and disaster risk reduction measures and budgeting.

The project will contribute to UNSDCF (United Nations Sustainable Development Cooperation Framework), 2023-2027 strategic priority 4 (green development, sustainable communities and disaster and climate resilience. Additionally, the project will contribute to the UNDP (UNITED NATIONS DEVELOPMENT PROGRAMME) Country Programme Output 3.3 (National and sub-national governments have improved capacities to integrate resilience to climate change and disasters into development plans and practices to reduce the population's vulnerability). Other than

that, the project will contribute to the National Development Strategy "Moldova 2030" by ensuring resilience to climate change by reducing risks related to climate change and by facilitating adaptation in six priority sectors - agriculture, water resources, health, forestry, energy, and transport.

G. Objective:

The objective of the assignment is to support UNDP Moldova with development of at least 8 concept notes on local resilience to climate change, one per key sector (prioritized from infrastructure, transport infrastructure, water, green area, health, nature base solutions, disaster risk reduction, municipal solid waste management). This would serve as a solid foundation for identification of potential funding from donors and bilateral partners.

H. Scope of work and expected outputs:

Under supervision of the Project Manager, the Consultant will identify and prioritize at least 8 project ideas to be transformed into project concepts. More specifically the consultant shall:

- Review national and local strategic planning in the area of climate change and disaster risk reduction.
- Review current and potential project in the area of climate change and disaster risk reduction in the UNDP Moldova portfolio.
- Review current and potential projects in the area of climate change and disaster risk reduction implemented or planned by other development partners and agencies.
- Examine local development plans and/or climate change adaptation plans, or any other local planning documents that address local vulnerabilities to climate change.
- Review prioritized adaptation measures during the workshop organized with the GAP Fund and Covenant of Mayors.
- Identify other vulnerable sectors and propose CCA and DRR measures.
- Identify together with the national consultant and UNDP Team the relevant stakeholders to be consulted.
- Develop communication strategy with national and local stakeholders.
- Document existing problems, compile a comprehensive list of common vulnerabilities and climate related issues.
- Identify best practices and each of priority sector.
- Maintain regular contact with the selected towns to receive all necessary feedback.
- Engage in regular dialogue with town-level experts and representatives of relevant ministries and prioritize appropriate CCA measures.
- Develop a long list of potential sectors and solutions and prioritize them together with the UNDP project team.
- Develop at least 5 concept notes to increase local resilience on prioritized sector such as: infrastructure, transport infrastructure, water, green area, health, nature base solutions disaster risk reduction, municipal solid waste management or any other one prioritized by the key stakeholders or UNDP.
- Consult the concept notes with potential beneficiaries and integrate any further suggestions.
- Review and address all UNDP comments on submitted concept notes.
- Provide any additional support to UNDP to define the final concept notes.

Expected Deliverables of the Technical Consultant:

1.	Two concept notes addressing issues from infrastructure, transport infrastructure, water, green area or any other sector one prioritized by the key stakeholders or UNDP	16 w.d.	February 2025
2.	Three concept notes addressing issues from for health, nature base solutions disaster risk reduction, municipal solid waste management or any other sector prioritized by the key stakeholders or UNDP	24 w.d.	March 2025
3.	Three concept notes addressing issues from infrastructure, transport infrastructure, water, green area health, nature base solutions disaster risk reduction, municipal solid waste management or any other sector prioritized by the key stakeholders or UNDP.	24 w.d	7 May 2025
			Total 64 days

J. Organizational Setting:

The National Consultants will work under the direct supervision of the UNDP Project Manager. The National consultants should liaise with the relevant stakeholders, both on the national and local levels. The consultants will provide deliverables in Romanian in electronic copies and according to the timeframe from the deliverables table. The Project Manager should approve the deliverables.

K. 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 TOR. 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 the number of anticipated working days).

Travel

All envisaged travel costs (if applicable) must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

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.

L. 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 the contract.

M. Qualifications and skills required:

Academic Qualifications:

- Advanced degree in environment, environmental economics, agriculture, geography, climate, or similar area.

Years and sphere of experience:

- At least 7 years of progressive experience in the environment/climate change area.
- At least 5 years of experience working with various teams, including international.
- Experience working with UN agencies.

Competencies:

- Knowledge of key sectors vulnerability to CC and needs.
- Strong knowledge of policy framework on CC Adaptation and Mitigation as well as DRR.
- Strong knowledge of CC institutional setup and CC Coordination Mechanism.
- Knowledge of key stakeholders and institutional mandates.
- Good coordination and facilitation skills.
- Excellent English skills.

Personal qualities:

- Adherence to UN's values and ethical standards.
- Cultural and gender sensitivity.
- 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.

N. 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 comprehensive studies);
- CV 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:

- Advanced degree in environment, environmental economics, agriculture, geography, climate, or similar area.
- At least 7 years of progressive experience in the environment/climate change area.
- Citizen of the Republic of Moldova

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
Technical		
Advanced degree in environment, environmental economics, agriculture, geography, climate, or similar area.	<i>Bachelor – 5 pts; Master's – 10 pts;</i>	10
At least 7 years of progressive experience in the environment/climate change area.	<i>7 years – 20 points, each additional year – 2 points up to max. 30 pts;</i>	30
At least 5 years of experience working with various teams, including international.	<i>5 years – 20 points, each additional year – 2 pts. Up to max. 30 pts;</i>	30
Experience working with UN agencies.	<i>No – 0 pts; Yes – 10 pts;</i>	10

Interview (demonstrated technical knowledge and experience; communication/ interpersonal skills; initiative; creativity/ resourcefulness). Only the first 3 applicants that have accumulated the highest technical score shall be invited to the interview.		
Knowledge of key sectors vulnerability to CC and needs.	Limited – 5 pts, fair – up to 20 pts., good – up to 30 pts, very good – up to 50 pts;	220
Strong knowledge of policy framework on CC Adaptation and CC Mitigation.	Limited – 5 pts, fair – up to 15 pts., good – up to 25 pts, extensive – up to 40 pts;	
Strong knowledge of CC institutional setup and CC Coordination Mechanism.	Limited – 5 pts, fair – up to 20 pts., good – up to 30 pts, very good – up to 50 pts;	
Knowledge of key stakeholders and institutional mandates.	Limited – 5 pts, fair – up to 15 pts., good – up to 35 pts, extensive – up to 40 pts;	
Good coordination and facilitation skills.	Limited – 5 pts, fair – up to 10 pts., good – up to 20 pts, extensive – up to 30 pts;	
Excellent English skills	Up to 10 pts;	
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	
Evaluation of submitted financial offers will be done based on the following formula: $S = F_{min} / F * 200$ S – score received on financial evaluation; Fmin – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round; F – financial offer under consideration	200

Winning candidate

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