



Terms of Reference

Assignment:	International Trainer/Expert on Virtual Assets and Crypto-Enabled Crime
Duty Station:	Chisinau, Republic of Moldova
Project reference:	Resilient Democracy through Anti-Corruption (REDACT) Project
Contract type:	Individual Contract (IC)
Duration of assignment:	April 2026 - May 2026 (up to 12 working-days)
Starting date:	1 April 2026

I. Background:

UNDP “Resilient Democracy through Anti-Corruption” (hereinafter “REDACT”) Project is a multi-year institutional development initiative designed to contribute to strengthening institutional capacities, improving inter-agency synergies and legal frameworks, and enabling effective civil society oversight, along with public resilience, to counter corruption risks to democratic integrity, while aligning closely with Moldova’s national and international commitments to rule of law, good governance, and anti-corruption.

Democratic resilience refers to the capacity of a democratic system to withstand internal and external challenges, pressures, and interference, encompassing both the ability to resist threats to democracy and, when these materialize, to recover and restore the integrity and continuity of democratic processes and institutions. In the Republic of Moldova, this resilience increasingly come under pressure due to the persistent threat of corruption, particularly affecting electoral processes through illicit political finance and large-scale vote-buying schemes, which are recognized as major corruption risks to democratic integrity. In 2025, impunity for crimes related to electoral corruption and illicit finance remains a key challenge, as these practices, though persisting since independence, have led to few perpetrators being held accountable. Few election-related crimes are detected by law enforcement, leading to minimal investigations, prosecutions, or convictions, which in turn enables the escalation of illicit activities and further deepens the threat to democratic institutions.

In response, the REDACT Project aims at taking a systemic and multi-dimensional approach by:

- Strengthening institutional capacities – strengthening the ability of police, anti-corruption agencies, prosecutors, and judicial actors to detect, disrupt, investigate, prosecute, and adjudicate corruption cases with a specific focus on electoral integrity and illicit political finance, through the use of specialized tools, methodologies, and technical assistance.
- Enhancing inter-agency coordination, cohesion and synergy and legal frameworks – improving the cohesion between law enforcement, anti-corruption agencies, judicial actors, and other related entities, while facilitating legal and procedural reforms to close enforcement gaps.
- Building public resilience against corruption risks to democratic integrity – supporting civil society, investigative journalism, and public awareness initiatives to expose corrupt practices, increase public scrutiny, and reduce vulnerability to manipulation and coercion.

In recent years, virtual assets and cryptocurrencies have increasingly been used as enablers of serious crime, including money laundering, drug trafficking, fraud, organized crime, and corruption. These technologies create new challenges for criminal justice systems, particularly for prosecutors and judges responsible for ensuring lawful evidence handling, correct legal qualification, compliance with fair-trial guarantees and confiscation of criminal virtual assets. In the Republic of Moldova, investigations conducted during 2024–2025 demonstrated that virtual assets were also used in illegal political and electoral financing schemes, further highlighting the need for criminal justice actors to understand crypto-enabled criminality in a cross-cutting and offense-neutral manner, while remaining capable of addressing sensitive electoral cases.

As part of its objectives, the REDACT Project aims at enhancing the knowledge and ability of law enforcement officers to detect, disrupt, and investigate cases of virtual assets use in electoral corruption and illicit political finance, with a focus on forensic evidence collection, crime analysis, and investigative methodologies, in line with international standards. At the same time, it seeks to strengthen the capacity of prosecutors and judges to effectively handle such cases, ensuring responsiveness to existing challenges, emerging needs, and evolving legal frameworks.

Therefore, a training course is planned to be conducted in partnership with the National Institute of Justice (hereinafter NIJ) targeting professionals from key institutions, including the National Anticorruption Center, General Prosecutor's Office, General Police Inspectorate, Office for Prevention and Fight Against Money Laundering, and the judicial actors. It shall combine theoretical sessions with practical simulations and real case examples, ensuring participants not only acquire knowledge, but also apply it in realistic investigative and courtroom scenarios.

All materials and methodologies will be developed with a view to their long-term integration into the NIJ's continuous education framework. Post-training practical materials will also be produced to ensure a broader knowledge transfer.

The Project will engage a team comprised of one International and one National expert to conduct a set of 5 (five) full-day trainings on cryptocurrency and virtual assets in criminal proceedings for 5 mixed groups of investigators, prosecutors, and judges in Republic of Moldova.

In this context, UNDP seeks to hire an International Trainer/Expert on Virtual Assets and Crypto-Enabled Crime further on referred to as International Expert, to design and deliver the trainings on cryptocurrency and virtual assets in criminal proceedings.

II. Scope of work and expected outputs:

The expected objective of the assignment for the International Consultant is to prepare and deliver a set of 5 (five) full-day trainings on cryptocurrency and virtual assets in criminal proceedings for 5 mixed groups of investigators, prosecutors, and judges in Republic of Moldova.

To achieve the objective above, the International Expert shall perform the following tasks and activities:

- 1. Preparatory Review, Needs Alignment, and Course Structuring.** The International Expert shall carry out a targeted preparatory phase to ensure that the training content is legally accurate, operationally relevant, and adapted to the Moldovan judicial context. This shall include a) desk review of relevant provisions of Moldovan criminal law, criminal procedure, and Anti Money Laundering/Combating the Financing of Terrorism (AML/CFT) legislation applicable to virtual assets; b) alignment of course objectives with prosecutorial functions (investigation strategy, evidence building, charging) and judicial functions (assessment of evidence, procedural legality, legal qualification, confiscation). This effort will be supported by a National expert assigned for this task.
- 2. Development of Substantive Training Content and Materials.** The International Expert shall design and prepare a complete, reusable training package suitable for prosecutors and

judges. Under this assignment the expert is expected to develop a detailed module content covering: a) legal understanding of virtual assets for criminal justice actors; b) crypto-enabled crime typologies (money laundering, drug trafficking, fraud, corruption); c) evidentiary assessment, procedural safeguards, and adjudication challenges; d) confiscation and asset recovery involving virtual assets. The preparation of training materials will include: a) slide decks with legally precise explanations and jurisprudence-oriented framing; b) trainer notes explaining learning objectives, key messages, and discussion points; c) Practical examples illustrating evidentiary pitfalls and good practices; d) reference materials summarizing applicable standards and guidance. The expert will design a course module containing an integrated case exercise, including: a) realistic case scenario involving virtual assets used to finance electoral corruption; b) evidentiary exhibits (transaction summaries, exchange records, OSINT extracts); c) guiding questions for prosecutors and judges; d) instructions for group work and plenary discussion. Materials shall be drafted in clear, non-technical language, suitable for legal professionals, and structured so that they can be reused by the National Institute of Justice for future trainings.

3. **Delivery of 5 full-day training courses.** The International Expert shall deliver 5 full-day, in-person training courses (approximately 8 academic hours each day) for 5 groups of 15 investigators, prosecutors and judges in each group. The total number of trainees is 75. The training delivery days are planned for 4 – 8 May. The training shall follow adult-learning principles and judicial training standards and balance short theoretical inputs with guided discussion and applied analysis. The training course shall cover at least four modules on: 1) legal reasoning rather than technical depth; 2) common misunderstandings related to anonymity, decentralization, and jurisdiction; 3) practical implications for criminal proceedings; 4) simulation (exercise) requiring participants to analyze a crypto-enabled electoral corruption case. The delivery of the training course will be supported by the National expert.
4. **Post-Training Reporting and Recommendations.** Following completion of the training, the International Expert shall prepare a concise analytical report. The report shall include: a) summary of training activities and participation; b) Assessment of key capacity gaps identified during discussions and exercises; c) Observations on recurring legal or procedural challenges; d) Practical recommendations for further judicial and prosecutorial training and institutional or methodological improvements.

III. Expected Deliverables and Timeframe:

	Key deliverables	Working Days	Minimum working days present in Moldova	Tentative timeframe
1.	Inception Report and finalized agenda Deliverable: Inception Report (confirming training objectives, finalized module structure, methodology, and workplan).	2		By 20 April 2026
2.	Training materials package Deliverable: Complete training package (presentations, trainer notes, case materials, references).	4		By 1 May 2026

3.	Delivery of five full-day trainings (4 – 8 May) Deliverable: Successfully delivered 5 full-day specialized trainings (one day training multiplied to 5 groups) and completed participant feedback forms.	5	5	By 8 May 2026
4.	Post-Training Reporting and Recommendations Deliverable: Final report (5–7 pages).	1		By 22 May 2026
	Total Working Days	12		
	Minimum Days in Country		5	

IV. Institutional arrangements:

The timeframe for the work of the Consultant is planned for April - May 2026. The delivery of in-person training is scheduled to take place between 4 – 8 May 2026. During this time, the Consultant is expected to work a total of up to 12 working days.

The Consultant will work under the overall guidance and direct supervision of the UNDP Project Team. All deliverables shall be technically reviewed and endorsed by the UNDP Chief Technical Advisor.

The Consultant is expected to work closely with International Senior Expert on Electoral Corruption and Illicit Political Finance on developing the course structure and a National Expert on aligning it with local legislation and practice. The consultant will work with UNDP project team and provide necessary substantive support as well as engage in the process of organizing and conducting required tasks in the context of the assignment.

All communications and documentation related to the assignment will be in English. The selected deliverables will be required in English.

Before submission of final deliverables, the Consultant will discuss the draft documents with the parties involved, so that the final products reflect their comments.

Written interactions with the national partners, stakeholders and actors related to the assignment must be coordinated in advance with the UNDP project team. The UNDP project team must be copied (in cc) on all related email correspondence.

No reports or documents should be published or distributed to third parties without the approval of the UNDP Project team.

V. Travel:

The Consultant is expected to travel to Chisinau, Republic of Moldova to deliver the assignment. Travel will be arranged by the Project team in line with the UNDP Rules and Regulation.

VI. Financial arrangements:

Payments will be disbursed in 1 (one) instalment upon the submission and approval of the deliverables, and a certification by UNDP Project Management Coordinator/Project Manager that the services have been satisfactorily performed.

Financial proposal:

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. 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 Consultants 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:

Academic Background:

- Master's (or 5 years advanced university degree) degree in law, economics, computer science or related field.

Professional Experience:

- Minimum 7 years of professional experience in investigation, prosecution, adjudication, or expert support related to virtual assets, financial crime, AML/CFT or serious organized crime.
- Proven experience in delivering training courses, capacity-building sessions for prosecutors, judges, or law enforcement officials, and/or public lectures in at least 2 (two) similar assignments.
- Previous professional experience in working with international organizations, including UN Agencies.

Competencies

- In-depth knowledge and understanding of investigation, prosecution, adjudication of cases involving virtual assets in financial crime, AML/CFT or serious organized crime.
- Demonstrated familiarity with EU-wide regulatory framework for digital assets, FATF or MONEYVAL standards.
- Strong dialogue facilitation, presentation of complex information and communication skills.
- Strong understanding of local political and legal context.
- Ability to plan, organize, and execute tasks efficiently within established timelines.
- Internationally recognized certifications in anti-money-laundering, virtual assets or blockchain analysis is considered an asset.
- Fluency in English. Knowledge of Romanian is considered an asset.

IX. 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.
Upload the signed version of the filled in Offeror's letter to UNDP confirming interest and availability for the individual contractor (IC) assignment. 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.
The Financial Proposal shall be additionally submitted directly in the system. Please ensure there are no mathematical errors and that amounts from Offeror's Letter to UNDP Confirming Interest and Availability match with your offer in the system.
- Duly completed and updated personal CVs and at least 3 references.

- One or more examples of documents in which the applicant was a principal author to prove the in-depth knowledge and understanding of investigation, prosecution, adjudication, or expert support related to virtual assets, financial crime, AML/CFT or serious organized crime.

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.

A retired government official is not considered in this case a government official, and as such, may be contracted.

X. Evaluation

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

- Master’s (or 5 years advanced university degree) degree in law, economics, computer science or related field.
- Minimum 7 years of professional experience in investigation, prosecution, adjudication, or expert support related to virtual assets, financial crime, AML/CFT or serious organized crime.

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).

Criteria	Scoring	Maximum Points Obtainable
<u>Technical evaluation criteria</u>		
Master’s (or 5 years advanced university degree) degree in law, criminology, economics, or related field.	Advanced university degree – 15 pts., Master’s – 20 pts., PhD – 25 pts.	25
Minimum 7 years of professional experience in investigation, prosecution, adjudication, or expert support related to virtual assets, financial crime, AML/CFT or serious organized crime.	(7 years – 25 pts., each additional year – 5 pts., up to 40 pts.)	40
Proven experience (at least 2 assignments) in delivering training or capacity-building courses for prosecutors, judges, or law enforcement officials, and/or public lectures.	(two assignments – 10 pts; each additional assignment – 10 pts. up to 30 pts.)	30
Experience working with international organizations, including UN Agencies, USAID, EU-funded projects, Council of Europe, etc. is an advantage.	(each assignment – 5 pts., up to 15 pts.)	15

Interview evaluation criteria (demonstrated technical knowledge and experience; communication/ interpersonal skills; initiative). Only the first 5 applicants that have accumulated the highest technical score shall be invited to the interview.		
In-depth knowledge and understanding of investigation, prosecution, adjudication of cases involving virtual assets in financial crime, AML/CFT or serious organized crime.	(Strong – 40 up to pts., satisfactory – up to 15 pts., limited – up to 5 pts., no – 0 pts.)	40
Demonstrated familiarity with EU-wide regulatory framework for digital assets, FATF or MONEYVAL standards.	(Strong – up to 30 pts., satisfactory – up to 15 pts., limited – up to 5 pts., no – 0 pts.)	30
Demonstrates the ability to communicate clearly and effectively in both written and verbal forms; to tailor messages to different audiences; to present complex information in a structured, concise, and compelling manner;	(Strong – up to 30 pts., satisfactory – up to 15 pts., limited – up to 5 pts., no – 0 pts.)	30
Demonstrates the ability to analyse and understand the local political and legal environment, identify political sensitivities, and incorporate contextual insights into the training delivery.	(Strong – up to 25 pts., satisfactory – up to 15 pts., limited – up to 5 pts., no – 0 pts.)	25
Demonstrates the ability to plan, organize, and execute tasks efficiently; to deliver agreed outputs within established timelines, resource constraints, and defined scope; and to monitor progress and manage risks.	(Strong – up to 20 pts., satisfactory – up to 10 pts., limited – up to 5 pts., no – 0 pts.)	20
Internationally recognized certifications in anti-money-laundering, virtual assets or blockchain analysis.	Each certification – 5 pts., up to 20 pts.	20
Fluency in English. Knowledge of Romanian is considered an asset.	(English, Romanian – 10 pts. each)	20
Belonging to under-represented groups.	No – 0 pts, to one group – 2.5 pts., to two or more groups – 5 pts.	5
Maximum Total Technical Scoring		300

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; F_{min} – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round; F – financial offer under consideration	200

* 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

Winning candidate

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