

REQUEST FOR QUOTATION NO. RFQ25/02991:

SELECTING A COMPANY/NGO TO SUPPORT THE EU ACCESSION PROCESS BY DEVELOPING THE NATIONAL ACCESSION PLAN FOR CHAPTER 27

SECTION 1: REQUEST FOR QUOTATION (RFQ)

UNDP through the „Enabling an Inclusive Green Transition in the Republic of Moldova” Project, kindly requests your quotation for provision of services to **Support the EU Accession Process by Developing the National Accession Plan for Chapter 27.**

This Request for Quotation comprises the following documents:

Section 1: This RFQ document generated by the online system

Section 2: RFQ Instructions and Data

Annex 1: Schedule of Requirements

Annex 2: Quotation Submission Form

Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted directly in the system responding to the questions and uploading required documents by the date and time indicated in the online portal. It is your responsibility to ensure that your quotation is submitted before the deadline. Quotations received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation.

Quotations must be submitted directly in Quantum NextGenERP supplier portal following the link: <http://supplier.quantum.partneragencies.org> using the profile you may have in the portal (please log in using your username and password).

Follow the instructions in the user guide to search for the tender using search filters, namely **Negotiation ID: UNDP-MDA-00651** and subscribe to the tender in order to get notifications in case of amendments of the tender document and requirements.

In case you have never registered before, follow this link to register a profile: <https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127714247>

Please note that the access link to the Supplier registered profile is sent from Oracle within up to 3 days. In case you have not received the access link after 3 days since registration, you should address for support to UNDP at the email address: sc.md@undp.org. In case you encounter errors with registration (e.g. system states Supplier already is registered), you should address for support to UNDP at the email address: sc.md@undp.org.

Computer firewall could block *oracle* or *undp.org* extension and Suppliers might not receive the Oracle notifications. Please turn down any firewalls on your computers to ensure receipt of email notification.

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Should you require further clarifications on the application through the Quantum online portal, kindly contact the Procurement Unit at sc.md@undp.org. Please pay attention that the bid shall be submitted online through the Quantum system and any bid sent to the above email shall be disqualified.

Should you require further clarifications on the Request for Quotation, Terms of Reference or other requirements, kindly communicate using the messaging functionality in the portal.

Deadline for Submission of Offers (Date and Time), which is visible in the online procurement system will be final. System will not accept submission of any bid after that date and time. It is the responsibility of the bidder to make sure that the bid is submitted prior to this deadline for submission.

Bidders are advised to upload bid documents and to submit their offer a day prior or well before the date and time indicated under the deadline for submission of Offers. Do not wait until last minute. If Bidder faces any issue during submitting offers at the last minutes prior to the deadline for submission, UNDP may not be able to assist on such a short notice and will not be held liable in such instance. UNDP will not accept any offer that is not submitted directly through the System.

Thank you and we look forward to receiving your quotation.

UNDP Moldova

SECTION 2: GENERAL INSTRUCTIONS

Introduction	<p>Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement</p> <p>Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ.</p> <p>UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or cancellation of the tender in the online portal.</p>
Deadline for the Submission of Quotation	<p>Deadline is indicated in the online portal.</p> <p>If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/.</p>
Method of Submission	<p>Quotations must be submitted as follows:</p> <p>NextGenERP supplier portal following this link: http://supplier.nextgenerp.partneragencies.org/ using the profile you may have in the portal.</p> <p>Follow the instructions in the user guide to search for the tender using Negotiation ID. In case you have never registered before, follow this link to register a profile:</p> <p>https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715297&_adf.ctrl-state=8godmwdd9_239&_afLoop=7321111756612874&_afWindowMode=0&_afWindowId=null&_afFS=16&_afMT=screen&_afMFW=1920&_afMFH=880&_afMFDW=1920&_afMFDH=1080&_afMFC=8&_afMFCl=0&_afMFM=0&_afMFR=96&_afMFG=0&_afMFS=0&_afMFO=0</p> <p>Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.</p> <ul style="list-style-type: none"> ▪ File Format: All attachments must be in PDF format unless otherwise instructed by UNDP. ▪ File names must be in Latin alphabet/keyboard and clearly indicate the content of the document to facilitate review. ▪ All files must be free of viruses and not corrupted.
Cost of preparation of quotation	<p>UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.</p>

Supplier Code of Conduct, Fraud, Corruption,	<p>All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct</p> <p>Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP’s Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti</p>
Gifts and Hospitality	<p>Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.</p>
Conflict of Interest	<p>UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ.</p> <p>The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP’s further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.</p>
Currency of Quotation	<p>Quotations shall be quoted in the currency indicated in the portal.</p>
Joint Venture, Consortium or Association	<p>If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association.</p> <p>Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.</p>

Only one Bid	<p>The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association.</p> <p>Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following:</p> <p>a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or</p> <p>b) they have the same legal representative for purposes of this RFQ; or</p> <p>c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process;</p> <p>d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or</p> <p>e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.</p>
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Alternative Quotes	If alternative quote is permitted, it may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote" directly in the portal and in any supporting document as relevant.
Contact Person for correspondence, notifications and clarifications	<p>Must be submitted directly in the portal using the messaging functionality.</p> <p>Any delay in UNDP's response shall not be used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.</p>
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Publication of Contract Award	UNDP will publish the contract awards on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.



SECTION 2: SPECIAL INSTRUCTIONS

General Conditions of Contract	<p>Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to one of the General Conditions of Contract below as applicable in each case specified in the Requirements section.</p> <p>Applicable GTC:</p> <p><input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions for Contract.</p> <p>Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy</p>
Special Conditions of Contract	<p><input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 30 days</p> <p><input checked="" type="checkbox"/> Liquidates damages shall be imposed as follows: Percentage of contract price per week of delay: 2.5% up to a maximum of 10%, after which UNDP may terminate the contract.</p>
Duties and taxes	<p>Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in the requirements section.</p> <p>All prices must:</p> <p><input checked="" type="checkbox"/> be exclusive of VAT and other applicable indirect taxes</p>
Eligibility	<p>A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP.</p> <p>It is the Bidder's responsibility to ensure that its ultimate beneficial owners, employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.</p> <p>Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.</p>
Language of quotation	English, Romanian or Russian
Quotation validity period	Quotations shall remain valid for 90 days from the deadline for the Submission of Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Alternative Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> 100% within 30 days after receipt of goods, works and/or services and submission of payment documentation.
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements

Clarifications	<p>Bidders must send their inquiries and requests for clarifications using the messaging functionality in the portal.</p> <p>PLEASE PAY ATTENTION: QUOTES SHALL NOT BE SUBMITTED TO ANY EMAIL ADDRESS BUT ONLY THROUGH THE PORTAL.</p> <p>Requests for clarification from bidders will not be accepted any later than 3 days before the submission deadline. Responses to request for clarification will be communicated directly in the portal.</p>
Documents to be submitted	<p>Bidders shall include the following documents in their quotation:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Annex 2: Quotation Submission Form duly completed and signed <input checked="" type="checkbox"/> Annex 3: Technical and Financial Offer duly completed and signed and in accordance with the Schedule of Requirements/Terms of Reference in Annex 1 detailing the experience of the company, proposed methodology, approach, and implementation timeline to complete the assignment, and key personnel proposed <input checked="" type="checkbox"/> Company Profile, including detailed portfolio/previous corporate experience in similar fields related to the assignment <input checked="" type="checkbox"/> Copy of registration documents <input checked="" type="checkbox"/> List and value of 4 (four) most relevant projects performed for the last 5 (five) years including the following information: <ul style="list-style-type: none"> • Name of previous contracts • Client & Reference Contact • Details including e-mail • Contract Value Period of activity • Types of services undertaken <p>Copies of submitted relevant projects/contracts might be requested to be provided.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Chart for provision of services (Implementation Plan), for example GANTT <input checked="" type="checkbox"/> CVs (signed by the envisaged personnel), together with attestation certificates (if applicable) and training attendance certificates (if applicable/ e.g. diplomas, certifications) (valid at the date of presentation) clearly stipulating the relevant experience which meets the listed requirements, of the Key personnel (mentioned in Annex 1: Schedule of Requirements / Terms of Reference). Description of the non-key staff involved in the project should be attached, if applicable <input checked="" type="checkbox"/> Statement of satisfactory Performance (Certificates) from the top 3 (three) clients in terms of Contract value in similar field <input checked="" type="checkbox"/> Financial Statements (Income Statements and Balance Sheets) for the past 2 (two) years (2023, 2022) <input checked="" type="checkbox"/> Quality Certificates (ISO, etc.) if available
Evaluation method	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> The Contract or Purchase Order will be awarded to the lowest price substantially compliant offer
Evaluation criteria	<p>The evaluation of quotations shall be conducted in accordance with Evaluation criteria listed below. Bidders must meet all these criteria to be deemed technically qualified and responsive.</p> <p>In the case of consortiums, all criteria listed below shall apply towards the Lead Member.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Full compliance with all requirements as specified in Annex 1 <input checked="" type="checkbox"/> Full acceptance of the General Conditions of Contract <input checked="" type="checkbox"/> Minimum 5 (five) years of experience in environment and/or climate consultancy (e.g. policy formulation, legal development, environmental project implementation, other relevant activities). <input checked="" type="checkbox"/> Demonstrated experience in formulating of at least 2 (two) policy documents or legal acts of the similar complexity the last 5 (five) years. <input checked="" type="checkbox"/> Minimum 2 (two) contracts of a general nature that demonstrate the capacity of the

	<p>company/ONG to manage resources, coordinate stakeholders, and achieve project objectives effectively.</p> <p><input checked="" type="checkbox"/> Proposed key personnel with the minimum required academic and professional qualifications, proven by CVs submitted:</p> <p>Team Leader/Project Manager*:</p> <ul style="list-style-type: none"> - has a master’s degree in a relevant area, such as environment, climate change, public administration, law or other related fields; - has 5 years of experience in environment and/or climate consultancy; - acted as a team leader/project manager for 1 (one) policy document development or other related projects. <p><i>* Position of Team Leader/Project Manager can be combined with one or several position(s) of Policy or Legal Specialist, if has the minimum qualifications required.</i></p> <p>Policy or legal specialist in horizontal legislation (1 specialist) **: </p> <ul style="list-style-type: none"> - have a bachelor’s degree in one of the following fields or other related: law, environment protection or other related fields; - have 4 years of demonstrated experience in legal and/or policy development in the field of horizontal legislation (e.g. public participation in the decision making/Aarhus Convention implementation, SEA, EIA, other). <p>Policy or legal specialist in water quality management (1 specialist) **: </p> <ul style="list-style-type: none"> - have a bachelor’s degree in one of the following fields or other related: law, environment protection or other related fields; - have 4 years of demonstrated experience in legal and/or policy development in the field of water management field (e.g. water quality, water treatment, ground water, other). <p>Policy or legal specialist in nature (1 specialist) **: </p> <ul style="list-style-type: none"> - have a bachelor’s degree in one of the following fields or other related: law, environment protection or other related fields; - have 4 years of demonstrated experience in legal and/or policy development in the field of nature protection (e.g. biodiversity, CITES, wild birds, other). <p>Policy or legal specialist in chemicals (1 specialist) **: </p> <ul style="list-style-type: none"> - have a bachelor’s degree in one of the following fields or other related: law, environment protection, chemicals or other related fields; - have 4 years of demonstrated experience in legal and/or policy development in the field of chemicals (e.g. REACH, POPs, SEVESO, other). <p>Policy or legal specialist in climate change (1 specialist) **: </p> <ul style="list-style-type: none"> - have a bachelor’s degree in one of the following fields or other related: law, environment protection, climate change, or other related fields; - have 4 years of demonstrated experience in legal and/or policy development in the field of climate change (e.g. MRV, ETS, UNFCCC implementation, NDC, other). The CVs shall contain proof of coherent experience to the position sought.
<p>Type of Contract to be awarded</p>	<p><input checked="" type="checkbox"/> Contract Face Sheet (Goods and-or Services)</p>
<p>Expected date for contract award</p>	<p>01 March 2025</p>

ANNEX 1: SCHEDULE OF REQUIREMENTS/ TERMS OF REFERENCE

SELECTING A COMPANY/NGO TO SUPPORT THE EU ACCESSION PROCESS BY DEVELOPING THE NATIONAL ACCESSION PLAN FOR CHAPTER 27

1. BACKGROUND

On 23rd of June 2022, the European Council granted the Republic of Moldova the status of EU candidate country which is a substantial achievement, but which comes with great responsibilities and obligations. One of such obligations is the “Green Agenda and Sustainable Connectivity” which includes Chapters of the environment and climate change acquis. In this sense, meaningful reform is expected in view of European Green Deal targets.

The proposed Green Transition Project takes due account of this endeavor. Hence, it will put in place the enabling conditions for a green transformation in Moldova through a combination of cross-sectorial decision-making in joint stakeholder platforms, capacity building measures, general education and awareness raising, dissemination of best policy practices, information sharing and networking, as well as pilot-testing green-transition related solutions and other activities, to ensure that the green transition concept is well understood and implemented.

The established enabling conditions and the investments into green-transition solutions will respond to the key development challenges that the country is currently dealing with such as climate change, environmental pollution and the energy crisis.

It is well acknowledged that Moldova is highly vulnerable to climate change, given the limited resources and institutional capacities to address the climate change impacts. It is also due to the heavy reliance on the agricultural sector, water scarcity and other geographical factors. Currently the country is advancing with the national adaptation planning, including in the agricultural sector, aimed at putting in place proper institutional, technical and budgeting capacities in the context of climate change, however significant gaps remain in embarking of the sectors into achievement of the long-term adaptation targets.

Environmental degradation is also posing a major threat to Moldova’s development agenda as its economy relies greatly on natural resources which leads to their overexploitation and pollution. Inadequate waste management practices and outdated practices and technologies in the key sectors of the economy also contribute to environmental degradation and pollution. Mainstreaming of the green agenda into the country’s economic activities is taking place slowly.

Moldova is in line with the global trend of continuously growing urbanization, with the proportion of the population living in urban areas expected to rise from 47% in 2010 to 60% in 2030 (UN Habitat). Cities are increasingly and significantly contributing to the main drivers of global environmental degradation. The municipalities have the greatest impact on air quality and are responsible for more than 50% of total air pollution in Moldova.

From energy security perspective – Moldova is highly dependent on imported energy sources and rely mostly on the use of fossil fuels. In addition, inefficient energy supply and consumption across all sectors exacerbates the situation. Until recently being 100% dependent on Russian gas import, the country is

actively seeking diversification of energy supplies after the war of aggression in Ukraine. Improvements both in energy efficiency and in the development of domestic resources – including renewable energy resources – for strengthened sustainability, competitiveness, and energy security rank high on the political agenda. The energy sector is also the main source of GHG emissions in the country.

Against this background, the Green Transition Project aims to support the Government of Moldova to engage sustainably in a transformative green agenda by enhancing awareness, building capacities and encouraging investments into low-emission and resource efficient economy.

The target areas of the project are resource efficiency, green and circular economy, cleaner and sustainable energy, and mobility.

The Project is to be implemented under the following three specific components:

1. Socio-economic framework for a gender-responsive and inclusive green transition enabled.
2. Capacity and awareness on the inclusive green transition increased among key stakeholders.
3. Additional funding attracted by promoting and piloting investments in green and innovative technologies, while evidence-based decision-making for green transition is improved by deploying a reliable air quality monitoring system.

The implementation period of the project is 48 months, and the total budget is 10 mln EUR.

Following the signing of the EU Association Agreement in 2014, the Republic of Moldova committed to gradually aligning its legislation with that of the European Union. Substantial efforts were made to harmonize national laws to EU Directive/Regulation particularly in the following areas: Following the signing of the EU Association Agreement in 2014, the Republic of Moldova committed to gradually aligning its legislation with that of the European Union. Important pieces of laws were adopted in the last years that aligns Moldova's legal framework to the EU's one, particularly in the following areas:

- Environmental horizontal legislation: Law 11/2017 on Strategic Environmental Assessment¹ and Law 86/2014 on Environmental Impact Assessment²,
- Waste management: Waste Management Law 209/2016³,
- Air: Air quality Law 98/2022⁴,
- Water: Water Law 272/2011,⁵
- Climate Change: Law on Climate Actions 74/2024⁶,
- Others.

¹ https://www.legis.md/cautare/getResults?doc_id=133818&lang=ro#

² https://www.legis.md/cautare/getResults?doc_id=139828&lang=ro#

³ https://www.legis.md/cautare/getResults?doc_id=143643&lang=ro#

⁴ https://www.legis.md/cautare/getResults?doc_id=137491&lang=ro#

⁵ https://www.legis.md/cautare/getResults?doc_id=133228&lang=ro

⁶ https://www.legis.md/cautare/getResults?doc_id=143228&lang=ro

In 2022, the European Council granted EU candidate status to Moldova, marking a new phase in EU-Moldova relations that requires further alignment of national laws with EU regulations. A National Action Plan for Moldova's EU accession for 2024-2027 was approved by Government Decision No. 829/2023 ([HG829/2023 \(legis.md\)](#)), and in December 2023, the European Council decided to initiate negotiations on Moldova's accession to the EU.

Currently, the country is actively involved in the legislation screening process, commonly referred to as the assessment of alignment between the national legal framework and the provisions of EU legislation, also known as the *Acquis communautaire*. This process is a crucial step in the accession process, ensuring that the Republic of Moldova, as a candidate country for EU membership, establishes the requisite legal framework to adhere to EU standards and obligations upon accession.

In the context of the screening process for EU accession, the list of EU environmental and climate change-related legal acts is included in the Chapter 27, and comprise of: Horizontal Legislation, Ambient Air Quality, Waste Management, Water Quality, Nature, Chemicals, Industrial Emissions, EMAS, Climate Change, others.

As Moldova progresses in its EU accession negotiations, the preparation for the bilateral screening process becomes increasingly crucial. This phase involves a thorough assessment of Moldova's readiness and capability to adopt and implement the EU acquis, which encompasses the full spectrum of EU environmental laws, regulations, and standards. The successful completion of this process is vital for demonstrating Moldova's commitment to and alignment with EU expectations.

The bilateral screening process requires meticulous preparation, including the development of detailed and accurate 78 country presentations. This phase also involves rigorous peer reviews to ensure the presentations meet high standards of quality and clarity. Additionally, the preparation includes simulations and rehearsals to address potential issues and ensure effective delivery.

Currently, Ministry of Environment, with the support of partners, is implementing the bilateral screening, by conducting a thorough side-by-side comparison of provisions in the EU legislation and existing national legislation regulating the environment and climate change areas, as requested by a specific Methodology in this sense and the Explanatory Screening Agenda. This involves examining the text of both sets of laws in detail to identify where there is alignment, partial alignment, or divergence.

In preparation for the next stages of accession negotiations, it is essential for the Republic of Moldova to develop the National Accession Program (NAP), which should cover the entire EU acquis. This document is also known, in EU terminology and based on the experience of other candidate countries, as the National Program for the Adoption of the Acquis (NPAA). The European Commission expects each candidate country to draft such a document, which will serve as the main planning tool for negotiations until Moldova's accession to the EU.

The main purpose of developing the NAP is to create the primary document for guiding, planning, and monitoring the fulfillment of obligations generated and assumed during the accession negotiations. This document will also serve as a reporting tool, tracking the dynamics of the accession process. Additionally, the English-translated version will be used by the European Commission to monitor Moldova's progress in aligning its legal and institutional framework with European standards.

The NAP will cover the period 2025–2029 and will be updated annually, depending on the level of implementation of planned reforms and the dynamics of the accession process.

In this context, UNDP Moldova is seeking to contract a Company/NGO to support Ministry of Environment with the development of the NAP for Chapter 27.

2. OBJECTIVES OF THE ASSIGNMENT

The main objective of the assignment is to develop a comprehensive draft National Accession Program that will cover the Chapter 27 in line with the requirement of the Governmental Decision 180/2024⁷ regarding the coordination mechanism of the Republic of Moldova's EU accession process and the organization and functioning of the negotiation team, as well as following the Guidelines for the development of the National Accession Program (NAP) of the Republic of Moldova to the EU.

In order to reach the proposed objectives, the selected Company/NGO is expected to perform the following tasks:

Task 1: Develop the National Accession Program* in line with the requirements of the Guidelines for the development of the NAP of the Republic of Moldova to the EU. Specifically, NAP will have the following structure:

(1) Introductory section comprising the following elements: 1. The objectives of the NAP, particularly the commitment to fully transpose EU legislation into national law and ensure its implementation; 2. Alignment with the commitment to become an EU member state by 2030, as declared at the first Intergovernmental Conference; 3. The methodology used for developing the NAP and the preparation stages; 4. The format and content of the NAP; 5. The approach used to estimate the costs of the actions included in the NAP.

(2) Development of the Chapter 27: Environment, Climate and Civil Protection** comprising the following elements:

- 1. Introduction**
- 2. General Overview of the Situation**
 - Legislative Framework
 - Administrative Framework
- 3. Future Plans**
 - Legislative Plans
 - Implementation of the Acquis and Strengthening of Administrative Capacities
- 4. Financial Aspects (Cost Estimation)**

** The Sub-Chapter Waste management, Air related Directives and Regulations, F-gases and ODS Regulations will be developed by the national consultants.*

** Development of the Civil Protection part is not covered by the GT Project*

*** Development of this Chapter will consider all particularities described in the Guideline for the development of the NAP*

(3) Development of the Annexes:

- 1. Annex A*:** Annex A: Normative Actions for Alignment with the EU Acquis.

⁷ https://www.legis.md/cautare/getResults?doc_id=142350&lang=ro

2. Annex B*: Actions for Acquis Implementation and Administrative Capacity Building

** Both Annexes will strictly follow the structure established by the Guideline for the development of the NAP.*

Task 2: Integrate the final text of the draft NAP/Chapter 27 considering the contribution of the experts on air, ODS, f-gases and waste management.

Task 3: Support the consultation process of the draft NAP/Chapter 27 in line with the requirements of the national legislation (e.g. Law 100/2017 on normative acts)

Task 4: Adjust the draft NAP/Chapter 27 considering the results of the consultation process.

Reference Documents for PNA Development are:

- *Draft of the EU Commission's Agenda for Explanatory Screening;*
- *RM-EU Association Agreement (remaining acts);*
- *EU Commission Questionnaire containing several EU acts (Contribution Chapter 27);*
- *EU Commission Enlargement Report (2024 RO);*
- *Self-Screening Tool – relevant acts from over 900 EU acts.*

3. EXPECTED DELIVERABLES AND SCHEDULES

The expected deliverables and schedules are provided in the table below as following:

Deliverables	Schedule
Deliverable 1. Draft National Adaptation Plan that includes the contribution of the experts on air, ODS, f-gases and waste management developed and submitted (as per tasks 1&2 above).	By end March 2025
Deliverable 2. Consultation process implemented; table of divergences developed (as per task 3 above).	By end April 2025
Deliverable 3. Final version of the NAP/Chapter 27 (as per task 4 above).	By end May 2025

4. INSTITUTIONAL ARRANGEMENT

The contractor company/NGO shall ensure timely delivery of outputs. The contractor company/NGO will report to the Green Transition Programme Manager and Policy and Legal Development Manager, as well as with Ministry of Environment.

5. DURATION OF THE WORK

The tentative duration of the assignment will be 4 months (March – June 2025).

6. QUALIFICATIONS OF THE SUCCESSFUL CONTRACTOR

The minimum qualifications required for the bidder are set up as following:

- Minimum 5 (five) years of experience in environment and/or climate consultancy (e.g. policy formulation, legal development, environmental project implementation, other relevant activities).
- Demonstrated experience in formulating of at least 2 (two) policy documents or legal acts of the

- similar complexity the last 5 (five) years.
- c. Minimum 2 (two) contracts of a general nature that demonstrates the capacity of the company/ONG to manage resources, coordinate stakeholders, and achieve project objectives effectively.
 - d. Qualified staff (demonstrated by CVs) who meet the minimum requirements (as per point 7 below).

7. Staff Qualification of the Successful Contractor

The bidder team must include the following minimum staff qualifications:

- Team Leader / Project Manager (1 specialist),
- Policy or legal specialist in horizontal legislation (1 specialist),
- Policy or legal specialist in water quality management (1 specialist),
- Policy or legal specialist in nature management (1 specialist),
- Policy or legal specialist chemicals (1 specialist),
- Policy or legal specialist in climate change (1 specialist).

Staff must have the following minimum qualifications:

Team Leader/Project Manager*:

- has a master's degree in a relevant area, such as environment, climate change, public administration, law or other related fields;
- has 5 years of experience in environment and/or climate consultancy;
- acted as a team leader/project manager for 1 (one) policy document development or other related projects.

** Position of Team Leader/Project Manager can be combined with one or several position(s) of Policy or Legal Specialist, if has the minimum qualifications required.*

Policy or legal specialist in horizontal legislation (1 specialist) **:

- have a bachelor's degree in one of the following fields or other related: law, environment protection or other related fields;
- have 4 years of demonstrated experience in legal and/or policy development in the field of horizontal legislation (e.g. public participation in the decision making/Aarhus Convention implementation, SEA, EIA, other).

Policy or legal specialist in water quality management (1 specialist) **:

- have a bachelor's degree in one of the following fields or other related: law, environment protection or other related fields;
- have 4 years of demonstrated experience in legal and/or policy development in the field of water management field (e.g. water quality, water treatment, ground water, other).

Policy or legal specialist in nature (1 specialist) **:

- have a bachelor's degree in one of the following fields or other related: law, environment protection or other related fields;
- have 4 years of demonstrated experience in legal and/or policy development in the field of nature protection (e.g. biodiversity, CITES, wild birds, other).

Policy or legal specialist in chemicals (1 specialist) **:

- have a bachelor's degree in one of the following fields or other related: law, environment protection, chemicals or other related fields;
- have 4 years of demonstrated experience in legal and/or policy development in the field of chemicals (e.g. REACH, POPs, SEVESO, other).

Policy or legal specialist in climate change (1 specialist) **:

- have a bachelor's degree in one of the following fields or other related: law, environment protection, climate change, or other related fields;
- have 4 years of demonstrated experience in legal and/or policy development in the field of climate change (e.g. MRV, ETS, UNFCCC implementation, NDC, other).

*** Policy or legal specialist can combine more than one area of expertise if has demonstrated knowledge.*

9. Financial arrangements

Payments will be made based on lump sum provided in the financial proposal for services required and accepted by UNDP. The contract will be signed in US\$ currency; the payment currency shall be selected depending on country of registration of selected Vendor (USD for international companies or MDL for companies registered in Republic of Moldova (to be paid at UNORE on the day of payment)). When developing their Financial Proposal, the Bidders are required to consider any currency fluctuations, given that currency fluctuation is not subject to any changes in the unit rates and total contract price. The bidder must take into account all costs associated with the activities related to the outputs. Pricing and payments will be against the accepted outputs and not the costs associated with these outputs. Lack of understanding and knowledge will not be considered as waiving the objectives.

Payments will be provided in several installments and will be issued upon submission and approval of and certification by the GT Policy and Legal Development Manager that the services have been satisfactorily performed.

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RFQ25/02991: GT/SELECTING A COMPANY/NGO TO SUPPORT THE EU ACCESSION PROCESS BY DEVELOPING THE NATIONAL ACCESSION PLAN FOR CHAPTER 27	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail	
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.	
Legal Address, City, Country	Click or tap here to enter text.	
Website	Click or tap here to enter text.	
Year of Registration	Click or tap here to enter text.	
Legal structure	Choose an item.	
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No yes, insert UNGM Vendor Number	if
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does your Company have a written Statement of its	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Environmental Policy? <i>(If yes, provide a Copy)</i>				
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues <i>(If yes, provide a Copy)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Is your company a member of the UN Global Compact	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: 2 (two) policy documents or legal acts of the similar complexity the last 5 (five) years. 2 (two) contracts of a general nature that demonstrates the capacity of the company/ONG to manage resources, coordinate stakeholders, and achieve project objectives effectively.				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation’s Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	Prohibitions and Sanctions: I/We hereby declare that our firm, ultimate beneficial owners, affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
<input type="checkbox"/>	<input type="checkbox"/>	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - SERVICES

Bidders are requested to complete this form, sign it and return it as part of their quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RFQ25/02991: GT/SELECTING A COMPANY/NGO TO SUPPORT THE EU ACCESSION PROCESS BY DEVELOPING THE NATIONAL ACCESSION PLAN FOR CHAPTER 27	Date: Click or tap to enter a date.

Technical Offer

Provide the following:

- a brief description of your qualification, capacity and expertise that is relevant to the Terms of Reference.
- a brief methodology, approach and implementation plan;
- team composition and CVs of key personnel

Financial Offer

Provide a lump sum for the provision of the services stated in the Terms of Reference your technical offer. The lump sum should include all costs of preparing and delivering the Services. All daily rates shall be based on an eight-hour working day.

Currency of Quotation: US Dollars (USD), VAT exclusive

Ref	Description of Deliverables	Price USD
1.	Draft National Adaptation Plan that includes the contribution of the experts on air, ODS, f-gases and waste management developed and submitted	
2.	Consultation process implemented; table of divergences developed	
3.	Final version of the NAP/Chapter 27	
Total Price		

Breakdown of Fees

Personnel / other elements	Unit of measure (working day/ Number of staff)	Quantity	Unit Price in USD (excl. VAT)	Total Price in USD per budget line (excl. VAT)
Personnel				
Team Leader/Project Manager	Working days			
Policy or legal specialist in horizontal legislation (1 specialist)				
Policy or legal specialist in water quality management (1 specialist)				
Policy or legal specialist in nature (1 specialist)				
Policy or legal specialist in chemicals (1 specialist)				
Policy or legal specialist in climate change (1 specialist)				
Other expenses				
International flights				
Subsistence allowance				
Local Transportation				
Communication				
Other Costs: (please specify)				
Total				

Compliance with Requirements

	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Validity of Quotation – 90 days	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
All Provisions of the UNDP General Terms and Conditions	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.

<p><i>Exact name and address of company</i></p> <p>Company Name Click or tap here to enter text.</p> <p>Address: Click or tap here to enter text.</p> <p>Phone No.: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>	<p>Authorized Signature: _____</p> <p>_____</p> <p>Date: Click or tap here to enter text.</p> <p>Name: Click or tap here to enter text.</p> <p>Functional Title of Authorised Signatory: Click or tap here to enter text.</p> <p>Email Address: Click or tap here to enter text.</p>
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