



REQUEST FOR PROPOSAL (RFP)

Preparation of the Directive Specific Implementation Plan for the Water Framework Directive for the Republic of Moldova

RFP Reference No.: **RfP26/03254**

Country: Republic of Moldova

SECTION 1: LETTER OF INVITATION

The United Nations Development Programme (UNDP), through the Project “Supporting the Moldovan Authorities in the Sustainable Management of the Dniester River” (Dniester-II), hereby invites qualified companies to submit proposals for the Preparation of the Directive Specific Implementation Plan for the Water Framework Directive (WFD) for the Republic of Moldova, in accordance with the Terms of Reference and the UNDP General Conditions of Contract provided within this Request for Proposal (RFP).

To enable you to submit a proposal, please read the following attached documents carefully.

- Section 1:** This Letter of Invitation
- Section 2:** Instruction to Proposers
- Section 3:** Data Sheet
- Section 4:** Evaluation Criteria
- Section 5:** Terms of Reference
- Section 6:** Conditions of Contract and Contract Forms
- Section 7:** Proposal Forms
 - **Form A:** Proposal confirmation
 - **Form B:** Checklist
 - **Form C:** Technical Proposal Submission
 - **Form D:** Proposer Information
 - **Form E:** Joint Venture/Consortium/Association Information
 - **Form F:** Eligibility and Qualification
 - **Form G:** Format for Technical Proposal
 - **Form H:** Format for CV of Proposed Key Personnel
 - **Form I:** Statement of Exclusivity and Availability
 - **Form J:** Financial Proposal Submission
 - **Form K:** Format for Financial Proposal

If you are interested in submitting a proposal in response to this RFP, please prepare your proposal in accordance with the requirements and procedure as set out in this RFP and submit it by the deadline for submission of proposals set out in Section 3: Data Sheet.

Should you be interested to submit a proposal, please log in to the Quantum NextGenERP supplier portal and subscribe to this tender following the instructions in the system user guide. Please search for the tender using search filters, namely **Negotiation ID: UNDP-MDA- 00963**

Once subscribed to the tender, you will be able to receive notifications in case of amendments of the tender document and requirements.

Please indicate whether you intend to submit a bid by creating a draft response without submitting directly in the Quantum NextGenERP supplier portal.

Offers must be submitted directly in the Quantum NextGenERP supplier portal following this link: <http://supplier.quantum.partneragencies.org/> using the profile you may have in the portal (please log in using your username and password). In case you have never registered before, follow <https://estm.fa.em2.oraclecloud.com/fscmUI/redwood/supplier-registration/register-supplier/register-supplier-verification>

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 proposal shall be submitted online through the Quantum system and any proposal sent to the above email shall be disqualified.

Should you require further clarifications on the Request for Proposal, 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 proposal after that date and time. It is the responsibility of the bidder to make sure that the proposal is submitted prior to this deadline for submission.

Bidders are advised to upload proposal 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.

We look forward to receiving your proposal.

UNDP Moldova

SECTION 2: INSTRUCTIONS TO PROPOSERS

<p>1. Scope</p>	<p>Proposers are invited to submit a proposal for the services specified in Section 5: Terms of Reference, in accordance with this Request for Proposal (RFP). A summary of the scope of the proposal is included in Section 3: Data Sheet.</p> <p>Proposers shall adhere to all the requirements of this RFP, including any amendment made in writing by UNDP. This RFP is conducted in accordance with Policies and Procedures of UNDP which can be accessed at UNDP Programme and Operations Policies and Procedures/Procurement.</p> <p>As part of the bid, it is desired that the Bidder registers at the United Nations Global Marketplace (UNGM) website (www.ungm.org). The Bidder may still submit a bid 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.</p>
<p>2. Interpretation of the RFP</p>	<p>Any proposal submitted will be regarded as an offer by the proposer and does not constitute or imply the acceptance of the proposal by UNDP. UNDP is under no obligation to award a contract to any proposer as a result of this RFP.</p>
<p>3. Supplier Code of Conduct, Fraud, Corruption, Gifts and Hospitality</p>	<p>All proposers 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, suppliers should note that certain provisions of the Code of Conduct will be binding on the supplier in the event that the supplier is awarded a contract, pursuant to the terms and conditions of any such contract.</p> <p>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 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> <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 or dinners.</p> <p>In pursuance of this policy, UNDP:</p> <ul style="list-style-type: none"> (a) Shall reject a proposal if it determines that the selected proposer has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Further to the UNDP's vendor sanctions policy, 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>4. Eligible proposers</p>	<p>Proposers shall have the legal capacity to enter into a binding contract with UNDP.</p> <p>A proposer, and all parties constituting the proposer, may have the nationality of any country with the exception of the nationalities, if any, listed in Section 3: Data Sheet. A proposer shall be deemed to have the nationality of a country if the proposer is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country.</p> <p>All proposers found to have a conflict of interest shall be disqualified. Proposers may be considered to have a conflict of interest if they are or have been associated in the past, with a firm or any of its affiliates that have been engaged by UNDP to provide consulting services for the preparation of the design, specifications, Terms of Reference, cost analysis/estimation and other documents to be used for the procurement of the services required in the present procurement process; were involved in the preparation and/or design of the programme/project related to the services requested under this RFP; or are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP and/or are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP.</p> <p>In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to UNDP, and seek UNDP’s confirmation on whether or not such a conflict exists.</p> <p>Similarly, the Bidders must disclose in their proposal their knowledge of the following:</p> <ul style="list-style-type: none"> a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving services under this RFP; and b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices. <p>Failure to disclose such an information may result in the rejection of the proposal or proposals affected by the non-disclosure.</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 RFP, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Proposal.</p> <p>Proposers shall not be eligible to submit a proposal if at the time of proposal submission:</p> <ul style="list-style-type: none"> • is included in the Ineligibility List, hosted by UNGM, that aggregates information disclosed by Agencies, Funds or Programs of the UN System; • is included in the Consolidated United Nations Security Council Sanctions List, including the UN Security Council Resolution 1267/1989 list; • is included in the World Bank Corporate Procurement Listing of Non-Responsible Vendors and World Bank Listing of Ineligible Firms and Individuals.
<p>5. Proprietary information</p>	<p>The RFP documents and any Terms of Reference or information issued or furnished by UNDP are issued solely for the purpose of enabling a proposal to be completed and may not be used for any other purpose. The RFP documents and any additional information provided to proposers shall remain the property of UNDP. All documents which may form part of the proposal will become the property of UNDP, who will not be required to return them to your firm.</p>
<p>6. Publicity</p>	<p>During the RFP process, a proposer is not permitted to create any publicity in connection with the RFP.</p>

SOLICITATION DOCUMENTS	
7. Clarification of solicitation documents	<p>Proposers may request clarifications on any of the RFP documents no later than the date indicated in Section 3: Data Sheet. Any request for clarification must be sent in writing in the manner indicated in Section 3: Data Sheet. Explanations or interpretations provided by personnel other than the named contact person will not be considered binding or official.</p> <p>UNDP will provide the responses to clarifications through the method specified in Section 3: Data Sheet.</p> <p>UNDP shall endeavour to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the proposals, unless UNDP deems that such an extension is justified and necessary.</p>
8. Amendment of solicitation documents	<p>At any time prior to the deadline for proposal submission, UNDP may for any reason, such as in response to a clarification requested by a proposer, modify the RFP in the form of an amendment to the RFP. Amendments will be made available to all prospective proposers.</p> <p>If the amendment is substantial, UNDP may extend the deadline for submission of proposals to give the proposers reasonable time to incorporate the amendment into their proposal.</p>
PREPARATION OF PROPOSALS	
9. Cost of preparation of proposal	The proposer shall bear all costs related to the preparation and/or submission of the proposal, regardless of whether its proposal is selected or not. UNDP shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.
10. Language	The proposal, as well as any and all related correspondence exchanged by the proposer and UNDP, shall be written in the language(s) specified in Section 3: Data Sheet.
11. Documents establishing eligibility and qualifications of the proposer	The proposer shall furnish documentary evidence of its status as an eligible and qualified vendor, using the forms provided in Section 7 and providing the documents required in those forms. In order to award a contract to a proposer, its qualifications must be documented to UNDP's satisfaction.
11.a Documents comprising the proposal	<p>The proposal bid shall comprise of the following documents and related forms which details are provided in Section 3: Data Sheet:</p> <ul style="list-style-type: none"> c) Documents Establishing the Eligibility and Qualifications of the Bidder; d) Technical Proposal; e) Financial Proposal; f) Proposal Security, if required by DS; g) Any attachments and/or appendices to the Proposal.
12. Technical proposal format and content	<p>The proposer is required to submit a technical proposal using the forms provided in Section 7 and taking into consideration the requirements in the RFP.</p> <p>The technical proposal shall not include any price or financial information. A technical proposal containing material financial information may be declared non-responsive.</p>
13. Financial proposal	<p>The financial proposal shall be prepared using the form provided in Section 7 and taking into consideration the requirements in the RFP. It shall list all major cost components associated with the services, and the detailed breakdown of such costs.</p> <p>Any output and activities described in the technical proposal but not priced in the financial proposal, shall be assumed to be included in the prices of other activities or items as well as in the final total price.</p> <p>Prices and other financial information must not be disclosed in any other place except in the financial proposal.</p>

14. Currencies	<p>All prices shall be quoted in the currency or currencies indicated in Section 3: Data Sheet. Where proposals are quoted in different currencies, for the purposes of comparison of all proposals:</p> <ul style="list-style-type: none"> • UNDP will convert the currency quoted in the proposal into the UNDP preferred currency, in accordance with the UN Operational Rate of Exchange. • In the event that UNDP selects a proposal for award that is quoted in a currency different from the preferred currency in Section 3: Data Sheet, UNDP shall reserve the right to award the contract in the currency of UNDP's preference, using the conversion method specified above.
15. 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, 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 proposals shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in Section 3: Data Sheet</p>
16. Proposal validity period	<p>Proposals shall remain valid for the period specified in Section 3: Data Sheet, commencing on the deadline for submission of proposals. A proposal valid for a shorter period may be rejected by UNDP and rendered non-responsive.</p> <p>During the proposal validity period, the proposer shall maintain its original proposal without any change, including the availability of the key personnel, the proposed rates and the total price.</p> <p>In exceptional circumstances, prior to the expiration of the proposal validity period, UNDP may request proposers to extend the period of validity of their proposals. The request and the responses shall be made in writing and shall be considered integral to the proposal.</p> <p>If the proposer agrees to extend the validity of its proposal, it shall be done without any change to the original proposal but will be required to extend the validity of the proposal security, if required, for the period of the extension, and in compliance with Article 17 (Proposal security) in all respects.</p> <p>The proposer has the right to refuse to extend the validity of its proposal without forfeiting the proposal security, if required, in which case, the proposal shall not be further evaluated.</p>

<p>17. Proposal security</p>	<p>A proposal security, if required by Section 3: Data Sheet, shall be provided in the amount and form indicated in the Section 3: Data Sheet. The proposal security shall be valid for a minimum of thirty (30) days after the final date of validity of the proposal.</p> <p>The proposal security shall be included along with the proposal. If a proposal security is required by the RFP but is not found in the proposal, the offer shall be rejected.</p> <p>If the proposal security amount, or its validity period, is found to be less than is required by UNDP, UNDP shall reject the proposal.</p> <p>In the event an electronic submission is allowed in Section 3: Data Sheet, proposers shall include a copy of the proposal security in their proposal and the original of the proposal security must be sent via courier or hand delivery as per the instructions in Section 3: Data Sheet.</p> <p>Unsuccessful proposers' proposal securities will be discharged/returned as promptly as possible but no later than thirty (30) days after the expiration of the period of proposal validity prescribed by UNDP pursuant to Article 16 (Proposal Validity Period).</p> <p>The Proposal security may be forfeited by UNDP, and the proposal rejected, in the event of any, or combination, of the following conditions:</p> <ul style="list-style-type: none"> • If the proposer withdraws its offer during the period of the proposal validity specified in Section 3: Data Sheet, or; • In the event the successful Proposer fails: <ul style="list-style-type: none"> ○ to sign the contract after UNDP has issued an award; or ○ to furnish the performance security, insurances, or other documents that UNDP may require as a condition precedent to the effectivity of the contract that may be awarded to the proposer.
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<p>18. Joint Venture, Consortium or Association</p>	<p>If the proposer is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the proposal, each such legal entity will confirm in their joint proposal that:</p> <ul style="list-style-type: none"> • 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, and this will be evidenced by a duly notarised agreement among the legal entities, which will be submitted along with the proposal; and • if they are awarded the contract, the contract shall be entered into by and between UNDP and the designated lead entity, who will be acting for and on behalf of all the member entities comprising the joint venture. <p>After the deadline for submission of proposal, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of UNDP.</p> <p>If a JV, Consortium or Association’s proposal is the proposal selected for award, UNDP will award the contract to the joint venture, in the name of its designated lead entity. The lead entity will sign the contract for and on behalf of all other member entities.</p> <p>The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Article 19 (Only one Proposal) herein in respect of submitting only one proposal.</p> <p>The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the RFP, both in the proposal and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP.</p> <p>A JV, Consortium or Association, in presenting its track record and experience, should clearly differentiate between:</p> <ul style="list-style-type: none"> • Those that were undertaken together by the JV, Consortium or Association; and • Those that were undertaken by the individual entities of the JV, Consortium or Association. <p>Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials.</p> <p>JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.</p>
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<p>19. Only one proposal</p>	<p>The proposer (including the individual members of any Joint Venture) shall submit only one proposal, either in its own name or as part of a Joint Venture.</p> <p>Proposals submitted by two (2) or more proposers shall all be rejected if they are found to have any of the following:</p> <ul style="list-style-type: none"> • they have at least one controlling partner, director or shareholder in common; or • any one of them receive or have received any direct or indirect subsidy from the other/s; or • they have the same legal representative for purposes of this RFP; or • 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 proposal of another proposer regarding this RFP process. • they are subcontractors to each other’s proposal, or a subcontractor to one proposal also submits another proposal under its name as lead proposer; or some key personnel proposed to be in the team of one proposer participates in more than one proposal received for this RFP process. This condition relating to the personnel, does not apply to subcontractors being included in more than one proposal.
<p>20. Alternative proposals</p>	<p>Unless otherwise specified in Section 3: Data Sheet, alternative proposals shall not be considered. If submission of alternative proposals is allowed in Section 3: Data Sheet, a proposer may submit an alternative proposal, but only if it also submits a proposal conforming to the RFP requirements. 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 proposal.</p> <p>If multiple/alternative proposals are being submitted, proposer must create an alternate response directly in the system and upload all attachments relevant to the alternate proposal separately together with the alternate response...</p>
<p>21. Pre-proposal conference</p>	<p>When appropriate, a pre-proposal conference will be conducted at the date, time and location and according to any instructions specified in Section 3: Data Sheet.</p> <p>If it is stated in Section 3: Data Sheet that the pre-proposal conference is mandatory, a Proposer which does not attend the pre-proposal conference shall become ineligible to submit a proposal under this RFP.</p> <p>If it is stated in Section 3: Data Sheet that the pre-proposal conference is not mandatory, non-attendance shall not result in disqualification of an interested proposer.</p> <p>UNDP will not issue any formal answers to questions from proposers regarding the RFP or proposal process during the pre-proposal conference. All questions shall be submitted in accordance with Article 38 (Clarification of Proposals).</p> <p>The pre-proposal conference shall be conducted for the purpose of providing background information only. Without limiting Article 24 (Proposers responsibility) proposers shall not rely upon any information, statement or representation made at the pre-proposal conference unless that information, statement or representation is confirmed by UNDP in writing.</p> <p>Minutes of the pre-proposal conference will be disseminated as specified in Section 3: Data Sheet. No verbal statement made during the conference shall modify the terms and conditions of the RFP, unless specifically incorporated in the minutes of the proposer’s conference or issued/posted as an amendment to RFP.</p>

<p>22. Site inspection</p>	<p>When appropriate, a site inspection will be conducted at the date, time and location and according to any instructions specified in Section 3: Data Sheet.</p> <p>If it is stated in Section 3: Data Sheet that the site inspection is mandatory, a proposer which does not attend the site inspection shall become ineligible to submit a proposal under this RFP.</p> <p>If it is stated in Section 3: Data Sheet that the site inspection is not mandatory, non-attendance, shall not result in disqualification of an interested proposer.</p> <p>Proposers participating in a site inspection shall be responsible for making and obtaining any visa arrangements that may be required for the proposers to participate in a site inspection.</p> <p>Prior to attending a site inspection, proposers shall execute an indemnity and a waiver releasing UNDP in respect of any liability that may arise from:</p> <ul style="list-style-type: none"> (i) loss of or damage to any real or personal property; (ii) personal injury, disease or illness to, or death of, any person; (iii) financial loss or expense, arising out of the carrying out of that site inspection; and (iv) transportation by UNDP to the site (if provided) as a result of any accidents or malicious acts by third parties. <p>UNDP will not issue any formal answers to questions from proposers regarding the RFP or solicitation process during a site inspection. All questions shall be submitted in accordance with Article 7 (Clarification of solicitation documents).</p> <p>A site inspection will be conducted for the purpose of providing background information only. Without limiting Article 24 (Proposers Responsibility), proposers shall not rely upon any information, statement or representation made at a site inspection unless that information, statement or representation is confirmed by UNDP in writing.</p>
<p>23. Errors or omissions</p>	<p>Proposers shall immediately notify UNDP in writing of any ambiguities, errors, omissions, discrepancies, inconsistencies or other faults in any part of the RFP, with full details of those ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.</p> <p>Proposers shall not benefit from such ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.</p>

<p>24. Proposers responsibility to inform themselves</p>	<p>Proposers shall be responsible for informing themselves in preparing their proposal. In this regard, proposers shall ensure that they:</p> <ul style="list-style-type: none"> • examine and fully inform themselves in relation to all aspects of the RFP, including the Contract and all other documents included or referred to in this RFP; • review the RFP to ensure that they have a complete copy of all documents; • obtain and examine all other information relevant to the project and the scope of the requirements available on reasonable enquiry; • verify all relevant representations, statements and information, including those contained or referred to in the RFP or made orally during any clarification meeting or site inspection or any discussion with UNDP, its employees or agents; • attend any pre-proposal conference if it is mandatory under this RFP; • fully inform and satisfy themselves as to requirements of any relevant authorities and laws that apply, or may in the future apply, to the supply of the services; and • form their own assessment of the nature and extent of the services required as included in Section 5: Terms of Reference and properly account for all requirements in their proposal. <p>Proposers acknowledge that UNDP, its directors, employees and agents make no representations or warranties (express or implied) as to the accuracy, currency or completeness of this RFP or any other information provided to the proposers.</p>
<p>25. No material change(s) in circumstances</p>	<p>The proposer shall inform UNDP of any change(s) of circumstances arising during the RFP process, including but not limited to:</p> <ul style="list-style-type: none"> • a change affecting any declaration, accreditation, license or approval; • major re-organisational changes, company re-structuring, a take-over, buy-out or similar event(s) affecting the operation and/or financing of the proposer or its major sub-contractors; • a change to any information on which UNDP may rely in assessing proposals.
<p>SUBMISSION AND OPENING OF PROPOSALS</p>	
<p>26. Instruction for proposal submission</p>	<p>The proposer shall submit a complete proposal in the format and comprising the documents and forms in accordance with requirements in Section 3: Data Sheet. The proposal shall be delivered according to the method specified in Section 3: Data Sheet.</p> <p>The proposal shall be submitted by the proposer or person(s) duly authorized to commit the proposer. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the proposing entity, or, if requested, a Power of Attorney, accompanying the proposal.</p> <p>Proposers must be aware that the mere act of submission of a proposal, in and of itself, implies that the proposer fully accepts the UNDP General Conditions of Contract.</p>
<p>26 a. Online submission</p>	<p>1.1 Electronic submission through online portal shall be governed as follows:</p> <ul style="list-style-type: none"> • Electronic files that form part of the proposal must be in accordance with the format and requirements indicated in DS; • The Technical Proposal and the Financial Proposal files MUST BE COMPLETELY SEPARATE and each of them must be uploaded individually and clearly labelled. • The Financial Proposal file must be uploaded separately only in the commercial section of the RFP in the system. encrypted with a password so that it cannot be opened nor viewed until the password is provided. • Documents which are required to be in original form (e.g. Bid Security, etc.) must be sent via courier or hand delivery as per the instructions in DS. <p>Detailed instructions on how to submit, modify or cancel a bid in the online portal are provided in the system Bidder User Guide made available in the procurement notice site and in the portal.</p>

<p>27. Deadline for Submission of Proposals and Late Proposals</p>	<p>Complete proposals must be received by UNDP in the manner, and no later than the date and time, specified in Section 3: Data Sheet. If any doubt exists as to the time zone in which the Proposal should be submitted, refer to http://www.timeanddate.com/worldclock/. It shall be the sole responsibility of the proposers to ensure that their proposal is received by the closing date and time. UNDP shall accept no responsibility for proposals that arrive late due to any technical issues and shall only recognise the actual date and time that the proposal was received by UNDP.</p> <p>UNDP may, at its discretion, extend this deadline for the submission of proposals by amending the solicitation documents in accordance with Article 8 (Amendment of solicitation documents). In this case, all rights and obligations of UNDP and proposers subject to the previous deadline will thereafter be subject to the new deadline as extended.</p>
<p>28. Withdrawal, substitution and modification of proposals</p>	<p>A proposer may withdraw or modify its proposal after it has been submitted at any time prior to the deadline for submission directly in the system following the instructions provided in the user guide.</p> <p>However, after the deadline for proposal submission, the proposals shall remain valid and open for acceptance by UNDP for the entire proposal validity period, as may be extended.</p>
<p>29. Storage of proposals</p>	<p>Proposals received are kept confidential and unopened in the system as part security protocols built in the system until the proposal opening date stated in Section 3: Data Sheet.</p>
<p>30. Proposal opening</p>	<p>There is no mandatory public bid opening for RFPs however UNDP may at its discretion sent a public bid opening report from the system only to suppliers who successfully submitted a proposal. The report will include only the names of the companies but not the financial proposal.</p>
<p>31. Late proposals</p>	<p>Any proposal received by UNDP after the deadline for submission of proposals will be destroyed unless the proposer requests that it be returned and assumes the responsibility and expenses for the re-possession of the returned proposal documents.</p> <p>In exceptional circumstances, late proposals may be accepted if it is determined that the submission was sent in ample time prior to the proposal closing and the delay could not be reasonably foreseen by the proposer or were due to force majeure.</p>
EVALUATION OF PROPOSALS	
<p>32. Confidentiality</p>	<p>Information relating to the examination, evaluation, and comparison of proposals, and the recommendation of contract award, shall not be disclosed to proposers or any other persons not officially concerned with such process, even after publication of the contract award.</p> <p>Any effort by a proposer or anyone on behalf of the proposer to influence UNDP in the examination, evaluation and comparison of the proposals or contract award decisions may, at UNDP's decision, result in the rejection of its proposal and may subsequently be subject to the application of prevailing UNDP's vendor sanctions procedures.</p>
<p>33. Evaluation of proposals</p>	<p>UNDP shall evaluate a proposal using only the methodologies and criteria defined in this RFP. No other criteria or methodology shall be permitted.</p> <p>UNDP shall conduct the evaluation solely on the basis of the submitted technical and financial proposals.</p> <p>Evaluation of proposals shall be undertaken in the following steps:</p> <ol style="list-style-type: none"> a) Preliminary examination b) Evaluation of minimum eligibility and qualification (if pre-qualification is not done) c) Evaluation of technical proposals d) Evaluation of financial proposals.

<p>34. Preliminary examination</p>	<p>UNDP shall examine the proposals to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the proposals are generally in order, among other indicators that may be used at this stage. UNDP reserves the right to reject any proposal at this stage.</p>
<p>35. Evaluation of eligibility and qualification</p>	<p>Eligibility and qualification of the proposer will be evaluated against the minimum eligibility and qualification requirements specified in Section 4: Evaluation Criteria and in Article 4 (Eligible proposers).</p> <p>In general terms, vendors that meet the following criteria may be considered qualified:</p> <ul style="list-style-type: none"> a) They are not included in the UN Security Council 1267/1989 Committee's list of terrorists and terrorist financiers, and in UNDP's ineligible vendors' list; b) They have a good financial standing and have access to adequate financial resources to perform the contract and all existing commercial commitments, c) They have the necessary similar experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/or services required; d) They are able to comply fully with the UNDP General Terms and Conditions of Contract; e) They do not have a consistent history of court/arbitral award decisions against the Bidder; and f) They have a record of timely and satisfactory performance with their clients.

<p>36. Evaluation of technical and financial proposals</p>	<p>The evaluation team shall review and evaluate the technical proposals on the basis of their responsiveness to the Terms of Reference and other RFP documents, applying the evaluation criteria, sub-criteria, and point system specified in Section 4: Evaluation Criteria. A proposal shall be rendered non-responsive at the technical evaluation stage if it fails to achieve the minimum technical score indicated in Section 3: Data Sheet. When necessary, and if stated in the Data Sheet, UNDP may invite technically responsive proposers for a presentation related to their technical proposals. The conditions for the presentation shall be provided in the proposal document where required.</p> <p>When necessary, and if stated in the Section 3: Data Sheet, UNDP may invite technically responsive bidders for a presentation related to their technical Proposals. The conditions for the presentation shall be provided in the bid document where required.</p> <p>In the second stage, only the financial proposals of those proposers who achieve the minimum technical score will be opened for evaluation.</p> <p>The evaluation method that applies for this RFP shall be as indicated in Section 3: Data Sheet, which may be either of two (2) possible methods, as follows: (a) the lowest priced method which selects the lowest evaluated financial proposal of the technically responsive Proposers; or (b) the combined scoring method which will be based on a combination of the technical and financial score.</p> <p>When the Data Sheet specifies a combined scoring method, the formula for the rating of the proposals will be as follows:</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p><u>Rating the Technical Proposal (TP):</u></p> <p style="text-align: center;">TP Rating = (Total Score Obtained by the Offer / Max. Obtainable Score for TP) x 100</p> <p><u>Rating the Financial Proposal (FP):</u></p> <p style="text-align: center;">FP Rating = (Lowest Priced Offer / Price of the Offer Being Reviewed) x 100</p> <p><u>Total Combined Score:</u></p> <p style="text-align: center;">Combined Score = (TP Rating) x (Weight of TP, e.g. 70%) + (FP Rating) x (Weight of FP, e.g., 30%)</p> </div>
<p>37. Post-qualification/Due Diligence</p>	<p>UNDP reserves the right to undertake a post-qualification assessment, aimed at determining, to its satisfaction, the validity of the information provided by the proposer. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:</p> <ol style="list-style-type: none"> a) Verification of accuracy, correctness and authenticity of information provided by the proposer; b) Validation of extent of compliance to the RFP requirements and evaluation criteria based on what has so far been found by the evaluation team; c) Inquiry and reference checking with Government entities with jurisdiction on the proposer, or with previous clients, or any other entity that may have done business with the proposer; d) Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous works, as deemed necessary; e) Physical inspection of the proposer's offices, branches or other places where business transpires, with or without notice to the proposer; f) Other means that UNDP may deem appropriate, at any stage within the selection process, prior to awarding the contract.

<p>38. Clarification of proposals</p>	<p>UNDP may request clarification or further information in writing from the proposers at any time during the evaluation process. The proposers' responses shall not contain any changes regarding the substance or price of the proposal, except to confirm the correction of arithmetic errors discovered by UNDP in the evaluation of the proposals, in accordance with Instructions to Proposers Article 23 (Errors or omissions).</p> <p>UNDP may use such information in interpreting and evaluating the relevant proposal but is under no obligation to take it into account.</p> <p>Any unsolicited clarification submitted by a proposer in respect to its proposal which is not a response to a request by UNDP, shall not be considered during the review and evaluation of the proposals.</p>
<p>39. Responsiveness of proposal</p>	<p>UNDP's determination of a proposal's responsiveness is to be based on the contents of the proposal itself. A substantially responsive proposal is one that conforms to all the terms, conditions, TOR and other requirements of the RFP without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:</p> <ul style="list-style-type: none"> a) affects in any substantial way the scope, quality, or performance of the services specified in the contract; or b) limits in any substantial way, inconsistent with the solicitation documents, UNDP's rights or the proposer's obligations under the contract; or c) if rectified would unfairly affect the competitive position of other proposers presenting substantially responsive proposals. <p>If a proposal is not substantially responsive, it shall be rejected by UNDP and may not subsequently be made responsive by the proposer by correction of the material deviation, reservation, or omission.</p>
<p>40. Nonconformities, reparable errors and omission</p>	<p>Provided that a proposal is substantially responsive, UNDP may waive any non-conformities or omissions in the proposal that, in the opinion of UNDP, do not constitute a material deviation. These are a matter of form and not of substance and can be corrected or waived without being prejudicial to other proposers.</p> <p>Provided that a proposal is substantially responsive UNDP may request the proposer to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the proposal related to documentation requirements. Such omission shall not be related to any aspect of the price of the proposal. Failure of the proposer to comply with the request may result in the rejection of its proposal.</p> <p>For financial proposals that have been opened, UNDP shall check and correct arithmetical errors as follows:</p> <ul style="list-style-type: none"> a) if there is a discrepancy between the unit price and the line-item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNDP there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected; b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail, and the total shall be corrected; and c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail. <p>If the proposer does not accept the correction of errors, its proposal shall be rejected, and its proposal security may be forfeited.</p>

41. Right to accept any proposal and to reject any or all proposals	UNDP reserves the right to accept or reject any proposals, and to annul the proposal process and reject all proposals at any time prior to contract award, without thereby incurring any liability to the affected proposer or proposers or any obligation to inform the affected proposer or proposers of the grounds for UNDP's action. UNDP shall not be obliged to award the contract to the lowest priced offer.
AWARD OF CONTRACT	
42. Award criteria	Prior to expiration of the proposal validity, UNDP shall award the Contract to the qualified proposer based on the award criteria indicated in Section 3: Data Sheet.
43. Right to vary requirement at time of award	At the time the Contract is awarded, UNDP reserves the right to increase or decrease the quantity of services originally specified 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 and the solicitation document.
44. Notification of award	Prior to the expiration of the period of proposal validity, UNDP will notify the successful proposer in writing by email, fax or post, that its proposal has been accepted. Please note that the proposer, if not already registered at the appropriate level in UNGM, will be required to complete the vendor registration process on the UNGM prior to the signature and finalization of the contract.
45. Debriefing	In the event that a proposer is unsuccessful, the proposer may request a debriefing from UNDP. The purpose of the debriefing is to discuss the strengths and weaknesses of the proposer's submission, in order to assist the proposer in improving its future proposals for UNDP procurement opportunities. The content of other proposals and how they compare to the proposer's submission shall not be discussed.
46. Publication of contract award	UNDP will publish the contract award on UNDP Procurement Notices website https://procurement-notices.undp.org/view_awards.cfm which is linked to the United Nations Global Marketplace , with the RFP Reference number, the information of the awarded proposer's company name, contract amount or LTA and the date of the contract.
47. Contract Signature	Within fifteen (15) days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to UNDP. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, UNDP may award the Contract to the Second highest rated or call for new Bids.
48. Contract Type and General Terms and Conditions	The types of Contract to be signed and the applicable UNDP Contract General Terms and Conditions, as specified in Data Sheet, can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
49. Performance security	<p>The successful Proposer, if so specified in Section 3: Data Sheet shall furnish a Performance Security in the amount and form specified herein: https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Solicitation_Performance%20Guarantee%20Form.docx&action=default, within the specified number of days after receipt of the Contract from UNDP. Banks issuing performance securities must be acceptable to the UNDP comptroller, i.e. banks certified by the central bank of the country to operate as a commercial bank. The Performance Security form is available here. UNDP shall promptly discharge the proposal securities of the unsuccessful proposers pursuant to Article 17 (Proposal security).</p> <p>Failure of the successful proposer to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the proposal security. In that event UNDP may award the contract to the next lowest ranked proposer.</p>

<p>50. Bank guarantee for advance payment</p>	<p>Except when the interests of UNDP so require, it is UNDP’s standard practice not to make advance payment(s) (i.e., payments without having received any outputs). If an advance payment is allowed as per Section 3: Data Sheet, and if specified there, the proposer shall submit a Bank Guarantee in the full amount of the advance payment using this bank guarantee form available at : https://popp.undp.org/ layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Contract%20Management%20Payment%20and%20Taxes_Advanced%20Payment%20Guarantee%20Form.docx&action=default. Banks issuing bank guarantees must be acceptable to the UNDP comptroller, i.e. banks certified by the central bank of the country to operate as a commercial bank.</p>
<p>51. Liquidated Damages</p>	<p>If specified in Section 3: Data Sheet, UNDP shall apply Liquidated Damages for the damages and/or risks caused to UNDP resulting from the Contractor’s delays or breach of its obligations as per the Contract. The payment or deduction of such liquidated damages shall not relieve the Contractor from any of its other obligations or liabilities pursuant to any current contract or purchase order.</p>
<p>52. Proposal protest</p>	<p>Any proposer that believes to have been unjustly treated in connection with this proposal process or any contract that may be awarded as a result of such proposal process may submit a complaint to UNDP.</p> <p>The following link provides further details regarding UNDP vendor protest procedures: http://www.undp.org/content/undp/en/home/procurement/business/protest-and-sanctions.html</p>
<p>53. Other Provisions</p>	<p>In the event that the Bidder offers a lower price to the host Government (e.g. General Services Administration (GSA) of the federal government of the United States of America) for similar goods and/or services, UNDP shall be entitled to the same lower price. The UNDP General Terms and Conditions shall have precedence.</p> <p>UNDP is entitled to receive the same pricing offered by the same Contractor in contracts with the United Nations and/or its Agencies. The UNDP General Terms and Conditions shall have precedence.</p> <p>The United Nations has established restrictions on employment of (former) UN staff who have been involved in the procurement process as per bulletin ST/SGB/2006/15 http://www.un.org/en/ga/search/view_doc.asp?symbol=ST/SGB/2006/15&referer</p>

SECTION 3: DATA SHEET (DS)

The following specific data shall complement, supplement or amend the provisions in Section 2: Instructions to Proposers. In case there is a conflict, the provisions herein shall prevail over those in Section 2: Instructions to Proposers.

Ref. Article in Section 2	Data	Specific Instructions / Requirements
1.	Scope	<p>The reference number of this Request for Proposal is RfP26/03254</p> <p>The objective of this assignment is to support the Republic of Moldova in advancing the implementation of the EU Water Framework Directive (WFD) through the preparation of a Directive Specific Implementation Plan (DSIP).</p> <p>The assignment will include the assessment of the current legal, institutional and technical framework, identification of implementation gaps, and development of a structured roadmap outlining required measures, timelines and resource needs.</p> <p>The DSIP will also support Moldova's EU accession process, including the justification of potential transitional periods based on a realistic implementation pathway.</p> <p>Details of services to be provided are further described in Section 5 of this RFP.</p>
2.	Eligible proposers	Proposers from all countries are eligible to participate in this proposal process.
3.	Clarification of solicitation documents	<p>Any request for clarification of solicitation documents must be sent directly in the system through Quantum message functionality.</p> <p>ATTENTION: PROPOSALS (OR ANY PART OF IT) SHALL NOT BE SUBMITTED IN THE ABOVE MANNER.</p> <p>Deadline for submitting requests for clarifications / questions: 5 (five) working days before the submission deadline</p> <p>Supplemental information to the RFP and responses / clarifications to queries will be posted directly in the system.</p>
4.	Language	All proposals, information, documents and correspondence exchanged between UNDP and the proposers in relation to this solicitation process shall be in English
5.	Partial proposals	Submitting proposals for parts or sub-parts of the TOR is: Not allowed
6.	Currencies	<p>Prices shall be quoted only in the currency indicated in the system: MDL (Moldovan Leu) for local suppliers and USD (US Dollars) for international suppliers.</p> <p>For evaluation purposes, all the rates shall be recalculated at UN Operational Rate of Exchange indicated on the submission deadline: https://treasury.un.org/operationalrates/OperationalRates.php</p> <p>UNDP shall not be kept liable for any fluctuations of the exchange market during contract implementation, the Contractor being legally responsible to register</p>

Ref. Article in Section 2	Data	Specific Instructions / Requirements
		any loss/gain of currency exchange resulting from payments against the Contract in accordance with the national legislation.
7.	Duties and taxes	All prices shall: Be exclusive of VAT and other applicable indirect taxes.
8.	Proposal validity period	90 days
9.	Proposal security	Not Required
10.	Alternative proposals	Shall not be considered.
11.	Pre-proposal conference	Will not be conducted
12.	Site inspection	A site inspection will not be held.
13.	Instructions for proposal submission	Proposals must be submitted directly in Quantum . Allowable manner of submitting proposals: <ul style="list-style-type: none"> ▪ File Format: PDF files only ▪ File names must be clearly indicative of the file content and uploaded in the relevant section as instructed in the system. File names must be in English or in the language specified in this document as the bid language. ▪ All files must be free of viruses and not corrupted. ▪ It is recommended that the entire Proposal be consolidated into as few attachments as possible. ▪ The proposer should receive an email acknowledging receipt of the proposal by the system. ▪ The Financial Proposal (Forms J and K) shall be submitted directly in the system only in the “Commercial section” of the requirements. Non-compliance with this instruction may result in rejection of the proposal received.
14.	Deadline for proposal submission	Deadline for proposal submission is indicated in the portal . In case of discrepancies between the deadline in the system and deadline indicated elsewhere, the one in the system prevails. Note that system time zone is in EST/EDT (New York) time zone.
15.	Proposal Opening	Public proposal opening will NOT be held
16.	Evaluation of technical and financial proposals	Evaluation will be based on: <input checked="" type="checkbox"/> Combined scoring method using a distribution of 70%-30% Technical proposal - financial proposal The maximum number of technical points is detailed in Section 4: Evaluation Criteria. To be substantially compliant, Proposers must obtain a minimum threshold of 70% of maximum points from technical evaluation.
17.	Right to vary requirement at time of award	The maximum percentage by which quantities may be increased is 25% The maximum percentage by which quantities may be decreased is 25%

Ref. Article in Section 2	Data	Specific Instructions / Requirements
18.	Contract award to one or more proposer	UNDP will award a contract to: One Bidder Only
19.	Type of contract to be awarded	Contract Face Sheet More information can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html See Section 6 for link to sample contract.
20.	Expected date for commencement of contract	May 2026
21.	Conditions of contract to apply	UNDP General Terms and Conditions for contracts (goods and/or services) See Section 6 for link to the contract terms.
22.	Performance Security	Not Required
23.	Advance payment	Not Allowed
24.	Liquidated damages	Will be imposed as follows: Percentage of contract 0.33% per day of delay. Maximum of 30 days of delay, after which UNDP may terminate the contract.
25.	Documents to be submitted with your Proposal	<ul style="list-style-type: none"> ▪ Company Profile, which should not exceed fifteen (15) pages, including list of relevant institutions the Company has been cooperating with, including the topic and year must be presented together with the application package. ▪ Certificate of Incorporation/ Business Registration ▪ Certified details of the ownership of the Bidder company (including each member of a JV consortium), providing the percentage ownership, share or stockholding of each party with an interest exceeding 5% of the company ownership (or Annex 1 to Business Registration Certificate – for local companies) ▪ Tax Registration/Payment Certificate issued by the Internal Revenue Authority evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder ▪ Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country ▪ Internal documents such as Company Organigram, Quality Assurance and Risk mitigation procedures, Sustainability Commitments, etc. ▪ Latest Audited Financial Statements (Income Statements and Balance Sheets) including Auditor’s Reports (for international companies) or registered Financial Report at the Statistical Bureau (for local companies) for the past 3 (three) years for the Bidder (2022-2024) ▪ At least 2 Clients’ statements confirming satisfactory performance by the Proposer, each JV partner/Subcontractor (if the case), on the contracts of highest value carried out, during the past 10 (ten) years, by each intended participant ▪ A copy of preliminary Agreement in case of Consortium. ▪ Detailed description of the Methodology, Approach and Implementation Plan (sequence of actions) for the services required in the ToR, applicable

Ref. Article in Section 2	Data	Specific Instructions / Requirements
		<p>Monitoring and Evaluation tools, and measures to ensure sustainability, with clear distribution of roles and responsibilities of the proposed key personnel</p> <ul style="list-style-type: none"> ▪ Copies of contracts to prove that Offeror meets the similar experience requirement (stated under Section 4: Evaluation Criteria) ▪ List of qualified key personnel, together with CVs and Statements of Exclusivity and Availability (signed by the envisaged person) of the Key personnel (mentioned under in Section 5: ToR), including experience relevant to the required skills ▪ Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards, and citations received by the Bidder, if any ▪ Dully filled in Proposal Forms A-K (as per Section 7: Proposal Forms). Forms A-I, representing the Technical Proposal, shall be submitted directly in the system in the “Technical section” of the requirements. ▪ Forms J and K, representing the Financial Proposal shall be submitted directly in the system only in the “Commercial section” of the requirements. Please, ensure that no other documents are disclosing your financial proposal apart from Forms J and K. Non-compliance with this instruction may result in rejection of the proposal received

SECTION 4: EVALUATION CRITERIA

Preliminary Examination Criteria

All criteria will be evaluated on a **Pass/Fail basis** and checked during Preliminary Examination.

Criteria	Documents to establish compliance
Completeness of the Proposal	All documents requested in Section 2: Instructions to Bidders Articles 11 and 12 have been provided and are complete.
Proposer accepts UNDP General Conditions of Contract as specified in Section 6.	Duly signed and stamped Form C: Technical Proposal Submission has been provided.
Proposal Validity	Duly signed and stamped Form C: Technical Proposal Submission has been provided.
Appropriate signatures	Proposal Forms have been duly signed and stamped.
Power of Attorney [if applicable]	Certified Letter of Appointment and/or power of attorney authorizing the representative of the Bidder to sign bids has been provided.

Minimum Eligibility and Qualification Criteria

Minimum eligibility and qualification criteria will be evaluated on a **Pass/Fail basis**.

If the Proposal is submitted as a Joint Venture, Consortium or Association, each member should meet the minimum criteria, unless otherwise specified.

Eligibility Criteria	Documents to establish compliance
Legal Status: Proposer is a legally registered entity	Form D: Proposer Information
Diversity, Inclusion and Belonging: Proposer belongs to a diverse supplier group, including micro, small or medium sized enterprise, women or youth owned business or other.	Form D: Proposer Information
Eligibility: Vendor is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organisation in accordance with Section 2 Article 4.	Form C: Technical Proposal Submission
Conflict of Interest: No conflicts of interest in accordance with Section 2 Article 4.	Form C: Technical Proposal Submission
Bankruptcy: The Proposer has not declared bankruptcy, in not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future	Form C: Technical Proposal Submission

Qualification Criteria	Documents to establish compliance
History of non-performing contracts¹: Non-performance of a contract did not occur as a result of contractor default within the last 3 years ¹ .	Form F: Eligibility and Qualification
Litigation History: No consistent history of court/arbitral award decisions against the Proposer for the last 3 years.	Form F: Eligibility and Qualification
Previous Experience:	
At least 10 (ten) years of experience in the implementation of projects related to water resources management, river basin management, and/or approximation to the EU water acquis, including the WFD. <i>(For JV/Consortium/Association, Lead Party should meet requirement).</i>	Form F: Eligibility and Qualification
At least 1 (one) demonstrated assignment involving the preparation of a strategic planning, implementation, or financing document in the water sector, such as an implementation plan, roadmap, action plan, financing plan, or equivalent document supporting sector reform, investment planning, or approximation to the EU acquis. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form F: Eligibility and Qualification
Minimum Key Personnel:	
The minimum personnel mandatory for the implementation of the contract: <ol style="list-style-type: none"> 1. International Team Leader (1) 2. International Legal Expert (1) 3. International Institutional Expert (1) 4. International River Basin Management Expert (1) 5. International Groundwater Expert (1) 6. International Financial/Economic Expert (1) 7. International GIS and Data Management Expert (1) 8. International Hydromorphology Expert (1) 9. National Legal Expert (1) 10. National River Basin Management Expert (1) 11. National Groundwater Expert (1) 12. National Financial/Economic Expert (1) 13. National Hydromorphology Expert (1) 	Duly signed CVs and Statements of Exclusivity and Availability, including any other supporting documents, attached to Form H: Format for CV of proposed Key Personnel

¹ Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non-performance shall not include contracts where Employer's decision was overruled by the dispute resolution mechanism. Non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

<p>14. RFP National GIS and Data Management Expert (1)</p> <p><i>Please note: Positions may be combined within the proposed team, including both international and national expert roles, provided that no more than two positions are assigned to one individual. The proposed expert(s) must demonstrate the required qualifications and experience for each combined position, and the overall workload must remain feasible.</i></p> <p><i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i></p>	
<p>Financial Standing:</p>	
<p>Liquidity: The Ratio Average current assets / Current liabilities over the last 3 (three) years must be equal or greater than 1. Proposers must include in their Proposal audited balance sheets cover the last 3 (three) years.</p> <p><i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i></p>	<p>Copy of audited financial statements for the last 3 (three) years.</p> <p>Form F: Eligibility and Qualification</p>
<p>Turnover: Proposers should have annual sales turnover of minimum 315,000 USD for the last 3 (three) years.</p> <p><i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i></p>	<p>Copy of audited financial statements for the last 3 (three) years.</p> <p>Form F: Eligibility and Qualification</p>

Technical Evaluation Criteria

Summary of technical proposal evaluation sections		Points obtainable
1.	Proposer’s qualification, capacity and experience	200
2.	Proposed methodology, approach and implementation plan	350
3.	Management structure and key personnel	450
	Total	1000

Section 1. Proposer’s qualification, capacity and experience		Points obtainable
1.1	Reputation of organisation and staff credibility / reliability / industry standing <i>- A company is a well-known market player, based on reference letters – up to 15 pts.</i>	40

	- <i>Financial statement: (At least \$315,000 of average annual turnover for last three years – 15 pts., between \$315 001 and \$330 999 – 20 pts; more than \$331 000 – 25 pts)</i>	
1.2	<p>General organisational capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted.</p> <p>- <i>Age/size of the firm (10 years – 10 pts, > 10 years – 5 pts for each additional year up to max. 30 pts).</i></p> <p>- <i>Project management controls (organigram) - up to 10 pts</i></p>	40
1.3	<p>Relevance of specialised knowledge and experience on similar engagements done in the region / country</p> <p>- <i>At least 10 (ten) years of experience in the implementation of projects related to water resources management, river basin management, and/or approximation to the EU water acquis, including the WFD. (10 years – 20 pts, > 10 years – 5 pts for each additional year up to max. of 35 pts)</i></p> <p>- <i>At least 1 (one) demonstrated assignment involving the preparation of a strategic planning, implementation, or financing document in the water sector, such as an implementation plan, roadmap, action plan, financing plan, or equivalent document supporting sector reform, investment planning, or approximation to the EU acquis. (1 assignment – 15 pts, for each additional assignment - 5 pts, up to max. of 30 pts).</i></p> <p>- <i>At least 1 (one) demonstrated assignment related to the implementation of the EU WFD in a candidate EU Member State. (1 assignment – 15 pts; each additional assignment – 5 pts, up to a maximum of 30 pts)</i></p> <p>- <i>Working experience with UN Agencies and/or other international organizations (no – 0 pts., yes – 5 pts.).</i></p>	100
1.4	<p>Organisation Commitment to Sustainability</p> <p>- <i>Organisation is compliant with ISO 14001 or ISO 14064 or equivalent – 5 points</i></p> <p>- <i>Organisation is a member of the UN Global Compact – 5 points</i></p> <p>- <i>Organisation demonstrates significant commitment to sustainability through some other means (for example internal company policy documents on women empowerment, climate change, renewable energies or membership of trade institutions promoting such issues) – 10 points</i></p>	20
Total Section 1		200

Section 2. Proposed methodology approach and implementation plan		Points obtainable
2.1	<p>Understanding of the Assignment and Compliance with requirements</p> <p>• <i>Excellent Understanding. The proposer demonstrates a comprehensive and deep understanding of the assignment. The requirements submitted and supported by excellent evidence of ability to support and exceed ToR requirements: 70 pts.</i></p>	70

	<ul style="list-style-type: none"> •<i>Good Understanding. The proposer demonstrates good understanding of the assignment and provided good evidence of ability to support the ToR requirements: 63 pts.</i> •<i>Satisfactory Understanding. The proposer demonstrates a general understanding of the assignment. The requirements submitted are supported by satisfactory evidence of ability to support ToR requirements: 49 pts.</i> •<i>Poor Understanding. The proposer shows limited understanding of the assignment. The requirements submitted are supported by marginally acceptable or weak evidence of ability to support ToR requirements: 28 pts.</i> •<i>Very poor Understanding. The proposer demonstrates very little understanding of the assignment. The requirements submitted but not supported by evidence to demonstrate ability to comply with ToR requirements: 7 pts.</i> •<i>No submission. Information has not been submitted or is unacceptable: 0 pts</i> 	
2.2	<p>Is the conceptual framework adopted appropriate for the assignment?</p> <ul style="list-style-type: none"> •<i>Excellent. The conceptual framework is fully appropriate for the assignment. All requirements are comprehensively addressed. The methodology for ensuring compliance with the Terms of Reference requirements is clearly articulated: 80 pts</i> •<i>Good. The conceptual framework is appropriate and addresses the requirements well. Minor refinements may be possible but are not critical: 72 pts.</i> •<i>Satisfactory. The conceptual framework is generally appropriate but may require some adjustments to fully incorporate all technical and performance requirements: 56 pts</i> •<i>Poor. The conceptual framework requires significant adjustments to adequately address most technical and performance requirements: 32 pts.</i> •<i>Very poor. The conceptual framework is largely inadequate, missing critical elements necessary to ensure compliance with the ToR technical specifications: 8 pts.</i> •<i>No submission. No conceptual framework provided or completely unacceptable: 0 pts.</i> 	80
2.3	<p>Details on how the different service elements shall be organised, controlled and delivered:</p> <ul style="list-style-type: none"> •<i>Excellent. The submission provides a comprehensive, clear, and well-structured explanation of how all service elements will be organised, controlled, and delivered: 50 pts.</i> •<i>Good. The submission provides a strong and mostly complete description of service organisation, control, and delivery: 45 pts.</i> •<i>Satisfactory. The submission provides an adequate but basic explanation of how service elements will be organised, controlled, and delivered: 35 pts.</i> •<i>Poor. The submission provides a weak and incomplete description of service organisation, control, and delivery: 20 pts.</i> •<i>Very poor. The submission provides a very limited and unclear response: 5 pts</i> 	50

	<ul style="list-style-type: none"> •No Submission. No details are provided or completely unacceptable: 0 pts. 	
2.4	<p>Description of available performance monitoring and evaluation mechanisms and tools; how they shall be adopted and used for a specific requirement</p> <ul style="list-style-type: none"> •Excellent. The submission provides a comprehensive, well-structured, and highly detailed description of performance monitoring and evaluation mechanisms and tools: 50 pts. •Good. The submission provides a strong and mostly complete explanation of performance monitoring and evaluation mechanisms: 45 pts. •Satisfactory. The submission provides an adequate but basic description of performance monitoring and evaluation mechanisms and tools: 35 pts. •Poor. The submission provides a weak and incomplete explanation of performance monitoring and evaluation mechanisms: 20 pts. •Very poor. The submission provides a very limited and unclear response: 5 pts •No Submission. No details are provided or completely unacceptable: 0 pts. 	50
2.5	<p>Assessment of the implementation plan proposed including whether the activities are properly sequenced and if these are logical and realistic</p> <ul style="list-style-type: none"> •Excellent. The proposed plan is clear, well-structured with a defined and realistic sequence of activities; all needed human and material resources promise efficient implementation: 65 pts. •Good. The proposed plan is clear and structured, resources mostly sufficient for efficient implementation: 59 pts. •Satisfactory. The proposed plan is clear and structured with minor refinements possible, has a realistic sequence of activities if refined; resources may not be fully sufficient for implementation: 46 pts. •Poor. The proposed plan is partially structured, with significant gaps in activity sequence and resource allocation: 26 pts. •Very poor. The proposed plan is not well-structured, lacks clarity in sequence, and resources are largely missing: 7 pts •No Submission. No plan provided or completely unacceptable: 0 pts. 	65
2.6	<p>Description of the quality assurance procedures and risk mitigation measures:</p> <p><i>To what extent does the proposal include robust quality assurance mechanisms to ensure effective, timely, and results-oriented implementation of activities (no quality assurance mechanisms are described – 0 pts.; some quality measures are included but lack detail or consistency (10 pts.); comprehensive and realistic quality assurance system is provided (20 pts.)</i></p> <p><i>How well are the key risks to project implementation identified, and how appropriate and realistic are the proposed mitigation strategies (No risks identified and no mitigation measures proposed – 0 pts.; Several relevant risks identified with some mitigation strategies but lacks integration or depth – 8 pts.; Risks are thoroughly analysed;</i></p>	35

	<i>mitigation strategies are well-developed, proactive, and integrated into the implementation plan – 15 pts.)</i>	
Total Section 2		350

Section 3. Management Structure and Key Personnel			Points obtainable
1	International Team Leader		55
	<ul style="list-style-type: none"> Advanced university degree (Ph.D., master's or equivalent) in water sciences, water resources engineering, water management, environmental sciences or equivalent. (Master's degree – 3 pts; PhD – 5 pts) 	5	
	<ul style="list-style-type: none"> Minimum 10 years of professional experience with integrated water management and planning (research, monitoring, evaluation, management, and protection). (10 years – 7 pts; each additional 2 years – 2 pts, up to a max. of 15 pts) 	15	
	<ul style="list-style-type: none"> Experience as a Team Leader in at least 1 (one) assignment in the last 10 (ten) years, leading multidisciplinary teams in the context of implementation of the WFD and its related EU directives; preferably in candidate Member States. (1 assignment – 15 pts; each additional assignment – 3 pts; experience in candidate Member States – additional 2 pts per assignment, up to max. of 25 pts) 	25	
	<ul style="list-style-type: none"> Fluency in English language. Working knowledge of Romanian. (English – 7 pts; Romanian – 3 pts) 	10	
2	International Legal Expert		35
	<ul style="list-style-type: none"> Advanced university degree (Ph.D., master's or equivalent) in environmental law or equivalent education. (Master's degree – 3 pts; PhD – 5 pts) 	5	
	<ul style="list-style-type: none"> Familiarity with EU environmental legislation and minimum 10 (ten) years of proven professional experience within the scope of integrated water management. (10 years – 6 pts; each additional 2 years – 2 pts, up to a maximum of 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment in the last 10 (ten) years dealing with the legal aspects of implementation of the WFD; preferably in candidate Member States. (1 assignment – 10 pts; each additional assignment – 3 pts; experience in candidate Member States – additional 2 pts per assignment, up to max. of 15 pts) 	15	
	<ul style="list-style-type: none"> Fluency in English language. Working knowledge of Romanian. (English – 3 pts; Romanian – 2 pts) 	5	
3	International Institutional Expert		

	<ul style="list-style-type: none"> Advanced university degree (Ph.D., master's or equivalent) in public administration, water management, environmental sciences or equivalent. (Master's degree - 3 pts; PhD. – 5 pts.) 	5	35
	<ul style="list-style-type: none"> Minimum 10 (ten) years of proven professional experience within the scope of integrated water management. (10 years – 6 pts; each additional 2 years – 2 pts, up to a maximum of 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment in the last 10 (ten) years dealing with institutional aspects of implementation of the WFD; preferably in candidate Member States. (1 assignment – 10 pts; each additional assignment – 3 pts; experience in candidate Member States – additional 2 pts per assignment, up to max. of 15 pts) 	15	
	<ul style="list-style-type: none"> Fluency in English language. Working knowledge of Romanian. (English – 3 pts; Romanian – 2 pts) 	5	
4	International River Basin Management Expert		35
	<ul style="list-style-type: none"> Advanced university degree (Ph.D., master's or equivalent) in water sciences, water resources engineering, water management, environmental sciences or equivalent. (Master's degree – 3 pts; PhD.'s degree – 5 pts) 	5	
	<ul style="list-style-type: none"> Minimum 10 (ten) years of relevant professional experience in river basin planning and management (10 years – 6 pts; each additional 2 years – 2 pts, up to a maximum of 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment in the last 10 (ten) years dealing with preparation of WFD-compliant river basin management plans for international river basins; preferably in candidate Member States. (1 assignment – 10 pts; each additional assignment – 3 pts; experience in candidate Member States – additional 2 pts per assignment, up to max. of 15 pts) 	15	
	<ul style="list-style-type: none"> Fluency in English language. Working knowledge of Romanian. (English – 3 pts; Romanian – 2 pts) 	5	
5	International Groundwater Expert		35
	<ul style="list-style-type: none"> Advanced university degree (Ph.D., master's or equivalent) in hydrogeology, water sciences, water resources engineering, environmental sciences or equivalent. (Master's degree – 3 pts; PhD – 5 pts) 	5	
	<ul style="list-style-type: none"> Minimum 10 (ten) years of relevant professional experience in groundwater monitoring and assessment. (10 years – 6 pts; each additional 2 years – 2 pts, up to a maximum of 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment in the last 10 (ten) years dealing with WFD-compliant monitoring and assessment of groundwater bodies; preferably in candidate Member States. (1 assignment – 10 pts; each additional assignment – 3 pts; experience in candidate Member States – additional 2 pts per assignment, up to max. of 15 pts) 	15	

	<ul style="list-style-type: none"> Fluency in English language. Working knowledge of Romanian. (English – 3 pts; Romanian – 5 pts) 	5	
6	International Financial/Economic Expert		35
	<ul style="list-style-type: none"> Advanced university degree (Ph.D., master's or equivalent) in financial administration, economics, water sciences, environmental sciences or equivalent. (Master's degree – 3 pts; PhD – 5 pts) 	5	
	<ul style="list-style-type: none"> Minimum 10 (ten) years of relevant professional experience in financial/economic aspects of integrated river basin management and planning. (10 years – 6 pts; each additional 2 years – 2 pts, up to a maximum of 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment in the last 10 (ten) years dealing with cost/financing aspects of implementation of the WFD; preferably in candidate Member States. (1 assignment – 10 pts; each additional assignment – 3 pts; experience in candidate Member States – additional 2 pts per assignment, up to max. of 15 pts) 	15	
	<ul style="list-style-type: none"> Fluency in English language. Working knowledge of Romanian. (English – 3 pts; Romanian – 2 pts) 	5	
7	International GIS and Data Management Expert		35
	<ul style="list-style-type: none"> Advanced university degree (Ph.D., master's or equivalent) in computer sciences, GIS, environmental sciences or equivalent. (Master's degree – 3 pts; PhD – 5 pts) 	5	
	<ul style="list-style-type: none"> Minimum 10 (ten) years of relevant professional experience in IT/GIS/data management aspects related to water management. (10 years – 6pts; each additional 2 years – 2 pts, up to a maximum of 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment in the last 10 (ten) years dealing with GIS, data management or reporting (e.g. WISE, EIONET) related to WFD implementation; preferably in candidate Member States. (1 assignment – 10 pts; each additional assignment – 3 pts; experience in candidate Member States – additional 2 pts per assignment, up to max. of 15 pts) 	15	
	<ul style="list-style-type: none"> Fluency in English language. Working knowledge of Romanian. (English – 3 pts; Romanian – 2 pts) 	5	
8	International Hydromorphology Expert		35
	<ul style="list-style-type: none"> Advanced university degree (Ph.D., master's or equivalent) in water resources engineering, water management, environmental sciences or equivalent. (Master's degree – 3 pts; PhD – 5 pts) 	5	
	<ul style="list-style-type: none"> Minimum 10 years of professional experience with delineation and characterisation of surface water bodies and monitoring & assessment of hydromorphological quality elements. (10 years – 6 pts; each additional 2 years – 2 pts, up to a maximum of 10 pts) 	10	

	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment in the last 10 (ten) years undertaking tasks related to delineation, characterization and assessment of hydromorphological elements in accordance with WFD requirements; preferably in candidate Member States. (1 assignment – 10 pts; each additional assignment – 3 pts; experience in candidate Member States – additional 2 pts per assignment, up to max. of 15 pts) 	15	
	<ul style="list-style-type: none"> Fluency in English language. Working knowledge of Romanian. (English – 3 pts; Romanian – 2 pts) 	5	
9	National Legal Expert		
	<ul style="list-style-type: none"> Advanced university degree in law (Bachelor's degree – 3 pts; Master's degree or higher – 5 pts) 	5	30
	<ul style="list-style-type: none"> Minimum 8 years of professional experience in environmental or water legislation in Moldova. (8 years – 6 pts; each additional 2 years – 2 pts, up to max. 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment involving legal analysis or drafting related to environmental or water policies. (1 assignment – 6 pts; each additional assignment – 2 pts, up to max. 10 pts) 	10	
	<ul style="list-style-type: none"> Fluency in Romanian and working knowledge of English. (Romanian – 3 pts; English – 2 pts) 	5	
National River Basin Management Expert			
10	<ul style="list-style-type: none"> Advanced university degree in water management or related field. (Bachelor's degree – 3 pts; Master's degree or higher – 5 pts) 	5	30
	<ul style="list-style-type: none"> Minimum 8 years of experience in river basin planning or water management. (8 years – 6 pts; each additional 2 years – 2 pts, up to max. 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment related to development or implementation of basin-level planning instruments. (1 assignment – 6 pts; each additional assignment – 2 pts, up to max. 10 pts) 	10	
	<ul style="list-style-type: none"> Fluency in Romanian and working knowledge of English. (Romanian – 3 pts; English – 2 pts) 	5	
11	National Groundwater Expert		
	<ul style="list-style-type: none"> Advanced university degree in hydrogeology or related field. (Bachelor's degree – 3 pts; Master's degree or higher – 5 pts) 	5	25
	<ul style="list-style-type: none"> Minimum 8 years of experience in groundwater monitoring or management. (8 years – 6 pts; each additional 2 years – 2 pts, up to max. 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment related to groundwater monitoring, assessment or management. (1 assignment – 3 pts; each additional assignment – 1 pt, up to max. 5 pts) 	5	
	<ul style="list-style-type: none"> Fluency in Romanian and working knowledge of English. (Romanian – 3 pts; English – 2 pts) 	5	
National Financial/Economic Expert			
12	<ul style="list-style-type: none"> Advanced university degree in economics, finance or related field. (Bachelor's degree – 3 pts; Master's degree or higher – 5 pts) 	5	25

	<ul style="list-style-type: none"> Minimum 8 years of relevant professional experience. (8 years – 6 pts; each additional 2 years – 2 pts, up to max. 10 pts) 	10	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment related to public finance, tariffs, or environmental investments. (1 assignment – 3 pts; each additional assignment – 1 pt, up to max. 5 pts) 	5	
	<ul style="list-style-type: none"> Fluency in Romanian and working knowledge of English. (Romanian – 3 pts; English – 2 pts) 	5	
13	National Hydromorphology Expert		
	<ul style="list-style-type: none"> Advanced university degree in water engineering, environmental sciences or related field. (Bachelor’s degree – 3 pts; Master’s degree or higher – 5 pts) 	5	20
	<ul style="list-style-type: none"> Minimum 5 years of relevant professional experience. (5 years – 3 pts; each additional 2 years – 1 pt, up to max. 5 pts) 	5	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment related to hydromorphological assessment or related fields. (1 assignment – 3 pts; each additional assignment – 1 pts, up to max. 5 pts) 	5	
	<ul style="list-style-type: none"> Fluency in Romanian and working knowledge of English. (Romanian – 3 pts; English – 2 pts) 	5	
14	National GIS and Data Management Expert		
	<ul style="list-style-type: none"> Advanced university degree in GIS, IT, environmental sciences or related field. (Bachelor’s degree – 3 pts; Master’s degree or higher – 5 pts) 	5	20
	<ul style="list-style-type: none"> Minimum 5 years of relevant professional experience. (5 years – 3 pts; each additional 2 years – 1 pt, up to max. 5 pts) 	5	
	<ul style="list-style-type: none"> Proven experience in at least 1 (one) assignment related to GIS, data management or environmental information systems. (1 assignment – 3 pts; each additional assignment – 1 pt, up to max. 5 pts) 	5	
	<ul style="list-style-type: none"> Fluency in Romanian and working knowledge of English. (Romanian – 3 pts; English – 2 pts) 	5	
Total Section 3			450

SECTION 5. TERMS OF REFERENCE

TERMS OF REFERENCE

RfP26/03254:	Preparation of the Directive Specific Implementation Plan for the Water Framework Directive for the Republic of Moldova
Project:	Supporting the Moldovan authorities in the sustainable management of the Dniester River (Dniester 2 Project)

Background

The Republic of Moldova is a landlocked country situated within the international basins of the Prut River in the west (shared with Ukraine and Romania) and the Dniester River in the north and east (shared with Ukraine), with the Danube River bordering at the south and several southern rivers draining – via Ukraine – into the Black Sea. Moldova is a relatively small country – surface area 33 thousand km² – and with approximately 2.4 million inhabitants (as of April 2024).

Sustainable management of water resources in accordance with the principles of integrated water management is a priority for the Republic of Moldova. In the process of improvement of the national regulatory framework, and harmonization of the environmental legislation with the provisions of European Union (EU) legislation, the national environmental protection system faces many constraints, particularly, related to outdated standards, normative acts, capacity of responsible institutions, shortage of qualified staff in the government sectoral institutes, et cetera.

The Water Law No. 272 of 23 December 2011 established the primary legal framework for water management in the Republic of Moldova and has been amended on a regular basis to ensure its continued harmonisation with European Union water-related directives.

As a candidate Member State the Republic of Moldova is preparing to meet the requirements of the European Union *acquis*. The Moldova-European Union Association Agreement (signed on 27 June 2014) came fully into force on 1 July 2016.

Chapter 27 of the Association Agreement deals with environment and climate change, among which the Water Framework Directive (WFD)². The WFD concerns a comprehensive approach to integrated management of the quality of surface waters and groundwaters, with good status of all bodies of waters as ultimate objective. Experience in the European Union (EU) Member States has shown that implementation of the WFD is demanding; reaching the good status objective remains ‘challenging’.

The Government of Moldova has signalled its objective to provisionally close accession negotiations by early 2028. The Commission is committed to supporting this objective, which is ambitious but achievable, provided Moldova accelerates the current pace of reforms.³

During the summer of 2025, the Republic of Moldova underwent the bilateral screening process of its environmental legislation in the framework of the EU accession negotiations, including the provisions related to the WFD. This screening exercise assessed the degree of alignment of national legislation and institutional

² DIRECTIVE 2000/60/EC *establishing a framework for Community action in the field of water policy*

³ Quoted from “2025 Communication on EU Enlargement Policy”,
https://enlargement.ec.europa.eu/document/download/eb69a890-40d6-4696-801e-612d51709fdd_en?filename=2025%20Communication%20on%20EU%20Enlargement%20Policy.pdf

arrangements with the EU acquis, identified gaps and implementation challenges, and clarified the technical and administrative requirements for compliance.

Following the screening process, the Republic of Moldova initiated the preparation of its national negotiation position concerning the implementation of the WFD. As part of the accession negotiations, the country may request transitional periods for specific provisions of the Directive where immediate full compliance is not technically or financially feasible.

In this context, the development of a Directive Specific Implementation Plan (DSIP) and an accompanying financing plan becomes essential. These documents are intended to substantiate and justify the requested transitional periods by clearly outlining the existing gaps, the sequence of legislative and institutional reforms required, the technical measures to be implemented, the estimated costs, and a realistic timeline for progressive compliance. The DSIP and financing plan therefore serve as key strategic instruments to support Moldova's negotiation position and to demonstrate a credible, phased approach toward full alignment and effective implementation of the WFD.

The strategy of the project "Support to the Moldovan authorities for the sustainable management of the Dniester River", financed by Sweden, is to improve environmental and social conditions in the Dniester River Basin District through enhanced management of water resources on the basis of updated regulatory framework, comprehensive and reliable river basin management planning, improved water management institutional capacities and implementation of practical environmental activities that would improve the ecological status of the Dniester River, identified as part of the Dniester Impact Study (2021). However, this assignment concerns implementation of the WFD at a national scale.

Scope and objectives of the assignment

This chapter is to provide bidders with a generic overview.

Bidders are encouraged to extend in their Technical Proposal, while acknowledging that preparing an in-depth overview will be part of the project's tasks.

Legal framework

The Water Law No. 272 of 23.12.2011 is overarching the water management in the Republic of Moldova. The Water Law has been amended regularly throughout the years, continuing to be further harmonised with European Union directives in the water sector.

Most of the practical arrangements are settled in Governmental Decisions. Governmental Decisions related to the WFD are enumerated below. In most cases it concerns partial transpositions of Articles and/or Annexes of the WFD.

1. Government Decision No. 325/2011 on the Intergovernmental Hydrotechnical Commission for the implementation of the Agreement between the Government of the Republic of Moldova and the Government of Romania on cooperation for the protection and sustainable use of the waters of the Prut and the Danube, signed in Chisinau on 28 June 2010.
2. Government Decision No. 775/2013 on the boundaries of river basin districts and sub-basins and the special maps in which they are determined.
3. Government Decision No. 867/2013 approving the Model Regulation on the establishment of the River Basin District Committee.
4. Government Decision No. 866/2013 approving the Regulation on the procedure for drawing up and reviewing the River Basin District Management Plan.

5. Government Decision No. 890/2013 approving the Regulation on environmental quality requirements for surface waters.
6. Government Decision No. 932/2013 approving the Regulation on systematic monitoring and record-keeping of surface water and groundwater status .
7. Government Decision No. 931/2013 approving the Regulation on groundwater quality requirements.
8. Government Decision No. 779/2013 approving the Regulation on drought management planning.
9. Government Decision No. 802/2013 approving the Regulation on the conditions for the discharge of wastewater into water bodies.
10. Government Decision No. 881/2013 approving the Methodology for the identification, delimitation and classification of water bodies.
11. Government Decision No. 950/2013 approving the Regulation on the requirements for the collection, treatment and discharge of wastewater into the sewerage system and/or water bodies for urban and rural localities.
12. Government Decision No. 728/2014 approving the List of surface water bodies, protection zones and stripes and the List of hydrotechnical buildings managed by the administrative water management authority.
13. Government Decision No. 736/2020 approving the Methodologies for the identification and designation of nitrate vulnerable zones and nutrient sensitive zones.
14. Government Decision No. 444/2022 approving the Danube-Prut and Black Sea River Basin District Management Plan, Cycle II, 2023-2028 .
15. Government Decision No. 70/2025 approving the Nistru River Basin District Management Plan, Cycle II, 2025-2030
16. Government Decision No. 183/2022 approving the Regulation on the State Water Cadastre formed by the Automated Information System 'State Water Cadastre'.
17. Government Decision No. 648/2024 approving the Methodology for identifying and designating surface water bodies as artificial or heavily modified.
18. Government Decision No. 709/2024 approving the Methodology on identification of hydromorphological changes, monitoring and evaluation of water bodies.
19. Government Decision No. 657/2024 approving the Methodology for the analysis of anthropogenic pressures and risks assessment in the river basin districts.
20. Government Decision No. 884/2024 approving the Methodology for the Classification of Ecological Status and Ecological Potential of Water Bodies;
21. Government Decision No. 227/2025 approving the Methodology for the Assessment and Classification of the Status of Groundwater Bodies;
22. Government Decision No. 731/2025 approving the Regulation on the Study, Exploitation and Protection of Groundwater.

Implementation of the WFD is linked with several other EU directives, including the ones listed below. They are partially transposed.

- Directive (EU) 2020/2184 of the European Parliament and of the Council of 16 December 2020 on the quality of water intended for human consumption (recast).
- Directive 2006/118/EC of the European Parliament and of the Council of 12 December 2006 on the protection of groundwater against pollution and deterioration.
- Council Directive 91/271/EEC of 21 May 1991 concerning urban waste water treatment, amended by Directive 98/15/EC and Regulations (EC) 1882/2003 and (EC) 1137/2008.⁴

⁴ The Directive 2024/3019 the European Parliament and of the Council of 27 November 2024 concerning urban wastewater treatment (recast) has not been transposed yet.

- Council Directive of 12 December 1991 concerning the protection of waters against pollution caused by nitrates from agricultural sources (91/676/EEC).
- Directive 2008/105/EC of the European Parliament and of the Council of 16 December 2008 on environmental quality standards in the field of water policy, amending and subsequently repealing Council Directives 82/176/EEC, 83/513/EEC, 84/156/EEC, 84/491/EEC, 86/280/EEC and amending Directive 2000/60/EC of the European Parliament and of the Council, amended by directive 2013/39/EU.
- Directive 2006/7/EC of the European Parliament and of the Council of 15 February 2006 concerning the management of bathing water quality and repealing Directive 76/160/EEC, amended by Regulation (EC) 596/2009 and Directive 2013/64/EU.
- Directive 2007/60/EC of the European Parliament and of the Council of 23 October 2007 on the assessment and management of flood risks.

The Republic of Moldova is situated in various international basins (Dniester, Prut, Danube, Black Sea) and has signed the following treaties and agreements.

- International treaties:
 - Convention on the Protection and Use of Transboundary Watercourses and International Lakes (Helsinki, 17 March 1992).
 - Convention on cooperation for the protection and sustainable use of the Danube River (Sofia, 29 June 1994).
- International agreements:
 - Agreement between the Government of the Republic of Moldova and the Government of Romania on cooperation for the protection and sustainable use of the waters of the Prut and the Danube, signed in Chisinau on 28 June 2010.
 - Agreement between the Government of the Republic of Moldova and the Cabinet of Ministers of Ukraine on cooperation in the field of protection and sustainable development of the Nistru River Basin, signed in Rome on 29 November 2012.
 - Trilateral Declaration on Cooperation on the Prut River, concluded between the Republic of Moldova, Romania and Ukraine on 20.10.2023, in Kiev, Ukraine.

The Republic of Moldova participates in Bilateral Commissions on management of transboundary rivers:

- Commission on the Stable Use and Protection of the Nistru River Basin;
- Intergovernmental Hydrotechnical Commission on the Prut River.

Overall strategies for water management within the National Strategic Framework are formulated in:

- European Moldova 2030 National Development Strategy, approved by Law No. 315/2022.
- Environmental strategy, approved by the Government Decision no. 409/2024.

Institutional framework

Notably implementation of the programmes of measures involves many actors at various levels, including for example the Ministry of Finances.

The following entities are highlighted. More institutions/stakeholders are involved, who will be mapped by the Contractor during the Inception Phase.

- **Ministry of Environment** – The central authority responsible for the development and coordination of environmental and water policy and the regulatory framework. In the context of WFD implementation and the DSIP, the Ministry of Environment is responsible for: (i) coordinating

legislative alignment with the EU acquis, (ii) overseeing the preparation and implementation of River Basin District Management Plans (RBDMPs), (iii) defining the national negotiation position, including potential transitional periods, and (iv) validating the institutional and legislative measures proposed under the DSIP.

- **National Administration “Apele Moldovei”** – The authority responsible for the operational management of water resources and hydrotechnical infrastructure. In the context of WFD implementation, Apele Moldovei contributes to: (i) overseeing the implementation of the Programmes of Measures, (ii) provision of technical and operational data on water bodies and water use, (iii) support to river basin planning processes, and (iv) assessing the technical feasibility and sequencing of measures included in the DSIP.
- **Environment Agency** – The competent institution for surface water quality monitoring (physico-chemical and biological elements) and environmental reporting. For WFD implementation and the DSIP, the Agency is relevant for: (i) providing baseline data on the status of surface water bodies, (ii) identifying monitoring and assessment gaps, and (iii) defining technical and capacity-building needs related to ecological and chemical status assessment.
- **State Hydrometeorological Service** – Responsible for hydrological monitoring and hydrometeorological data collection. In the WFD context, the institution may contribute through: (i) provision of hydrological data relevant to status assessment, (ii) supporting the evaluation of hydrological and hydromorphological elements, and (iii) identifying system modernization needs linked to monitoring obligations under the WFD.
- **Agency for Geology and Mineral Resources** – Responsible for quantitative and qualitative groundwater monitoring and hydrogeological data management. For the DSIP, the Agency is relevant for: (i) delineation and characterization of groundwater bodies, (ii) provision of groundwater monitoring data, and (iii) identification of institutional and technical gaps related to WFD groundwater requirements.
- A **River Basin District Committee** has been established for each district as a consultative and participatory platform. These committees operate as voluntary, multi-stakeholder bodies intended to facilitate coordination among central and local public authorities, water users, civil society and other relevant actors. While they do not hold decision-making powers, their role is to support dialogue, contribute to the development and review of River Basin Management Plans, and promote stakeholder engagement in the implementation of water policy objectives. In practice, the effective functioning of these committees remains dependent on institutional capacity, stakeholder engagement, and the availability of financial and technical resources.

Various responsibilities tasks and activities instigated by the Governmental Decisions are relatively new to the institutions concerned. More generally, optimising the institutional setup, including mechanisms for inter-institutional cooperation, is still a point of attention.

At the same time, the institutional landscape in the water sector is undergoing reform. The planned changes aim to clarify and streamline mandates in the fields of environmental protection, water resources management, and monitoring functions, including the redistribution of responsibilities among the Environment Agency and State Hydrometeorological Service. In particular, the reform foresees the reorganization of the State Hydrometeorological Service into the Public Institution “Authority for Meteorology and Environmental Monitoring”, with a strengthened and more clearly defined mandate in the field of environmental monitoring.

River Basin District Management Plans

The Republic of Moldova distinguishes two river basin management districts:

- The Dniester River Basin District.
- The Danube-Prut and Black Sea Basin District.

River basin management plans were prepared under international projects by Moldovan consortia, supported by projects' experts. The 2nd Cycle of the RBDMPs for both districts are approved by the Government, encompassing respectively the period 2023-2028 for the Danube-Prut and Black Sea Basin District and 2025-2030 for the Dniester River Basin District. The contents are structured in accordance with Annex VII of the WFD.

Monitoring and assessment of the status of waterbodies may be considered the Achilles' heel. The core of the WFD pivots around the status of waterbodies, with no deterioration of the status respectively achieving good status among the key environmental objectives. The Water Quality Laboratory of the Environmental Reference Laboratory of the Environment Agency is not yet capable of assessing both the chemical and the ecological status of the delineated surface waterbodies, due to a combination of technical, financial and staff constraints. Similar constraints apply to monitoring and assessment of the quantitative and qualitative status of groundwater bodies. This hampers assessing the status of waterbodies in accordance with the WFD requirements and to prepare targeted programmes of measures for waterbodies being of less-than-good status.

Directive Specific Implementation Plan

The Republic of Moldova is currently negotiating its accession with the Commission, with the ambition to close the negotiations early 2028. One of the issues to be negotiated is whether or not transitional periods will be needed. Requests for a transitional period must be supported by a Directive Specific Implementation Plan.

There is no prescribed template for a DSIP for the WFD. Generally, the DSIP is to provide an overview of what is already in place, as well as what yet has to be settled, to enable the Republic of Moldova implementing the WFD and reaching its objectives. For orientation purposes the following features are mentioned. The annotated Table of Contents of the DSIP will be prepared by the Contractor during the Inception Phase.

Mapping the current state of affairs; gap analysis

Inventory and assessment of the current situation/settings per WFD Article and its related annex(s).

- Legal arrangements
 - Alignment of the legislation and policies (Water Law, bylaws, strategies).
- Institutional arrangements
 - Responsibilities, tasks, activities of involved entities, including the arrangements for cooperation and exchanges of information with other entities.
- Capacities for implementation
 - Are the related entities capable of implementing their tasks, considering their
 - expertise;
 - technical resources;
 - human resources;
 - financial resources.

Implementation measures

With the gaps having been identified above, a 'roadmap' for each gap/topic is prepared, including the required interventions, a time schedule for implementation, target dates for completion, corresponding articles from the WFD and other EU relevant legislation, and estimations for required resources (staff, procurement, investments, other costs, source of financing).

This will be summarized in an overview with the – timing of the – main interventions and related resources/costs.

Implementation timeframe and transition period

The implementation schedule shows the deadlines for achieving the main milestones, comparable with the ones mentioned in the WFD, including target dates for those subject(s) for which a transitional period is requested.

An indicative structure of the DSIP is presented in Table 1 below. Bidders are encouraged to adapt, modify and/or extend this structure in their Technical Proposal. A final annotated Table of Contents will be developed during the Inception Phase.

Table 1. Indicative Structure of the Directive Specific Implementation Plan (DSIP)

Possible structure for Directive Specific Implementation and Financing Plans ⁵	
Executive Summary	
1. Introduction	
	<ul style="list-style-type: none"> • Requirements of the directive • Summary of transition time required
2. Steps Required for Full Implementation	
	<ul style="list-style-type: none"> • Current status of practical compliance, legislative, institutional, gaps in implementation • To complete legislative transposition • To complete institutional arrangements to comply with directive's requirements • "Long list" of projects required to fully implement the directive • Balance between public and private investment needed
3. Strategy for Implementation	
	<ul style="list-style-type: none"> • Context for the strategy: socio-economic issues and institutional factors • Proposed scenario(s) for full implementation, and assumptions • Roles of the various actors and responsibilities for investments • Institutional development plan • Approach to project prioritisation and implementation
4. Financing Costs of Implementation	
	<ul style="list-style-type: none"> • Estimated costs of implementation under selected scenario • Timetable for implementation • Annual costs over proposed period of implementation of investment capital, operation & maintenance costs • Sources of finance • Analysis of affordability issues on national, municipal, and household levels
5. Implementation Plan	
	<ul style="list-style-type: none"> • Key steps and assumptions • Short term, medium term and long term initiatives (including short list of priority projects) • Timetable for full implementation (target date and milestones) • Measures for supervising and monitoring implementation

Objectives

The overview in the previous sections make it plausible that the Republic of Moldova might need to request transitional periods for implementation of certain elements of the Water Framework Directive.

Therefore, the main objective of this project is to prepare the Directive Specific Implementation Plan for the Water Framework Directive for the Republic of Moldova.

In addition, the project is to provide with recommendations for related negotiations with the Commission.

⁵ In COMMUNICATION FROM THE COMMISSION - THE CHALLENGE OF ENVIRONMENTAL FINANCING IN THE CANDIDATE COUNTRIES. <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52001DC0304>

Tasks to be performed under the assignment

Bidders are invited to comment and elaborate on the tasks and activities below in their Technical Proposal.

The assignment requires a multidisciplinary team of experts to ensure a comprehensive and integrated assessment of the water sector and alignment with the EU Water Framework Directive. The Legal Expert shall be responsible for reviewing the Water Law and related by-laws from a regulatory and compliance perspective, while the technical aspects of the legislation shall be analysed by the relevant thematic experts. The assessment of the current state of play, as well as the development and implementation of River Basin Management Plans, shall involve coordinated inputs from technical, institutional, and financial experts. Specialised experts in water quality and pollution monitoring shall analyse existing monitoring systems and obligations stemming from EU and national legislation, with a view to assessing the current status of water bodies and identifying priority improvement measures. Water engineering experts, including those with experience working with public utilities and local authorities, shall contribute to the evaluation of existing water infrastructure and service delivery conditions. Financial and economic experts shall assess the availability and adequacy of current national and international funding sources, and provide projections of future financial needs, including recommendations for the allocation of resources to support effective implementation of the Directive. Particular attention shall be given on strengthening administrative capacity of Moldova and preparing for utilisation of the post accession EU financial resources in particular 2027-2034 EU financial perspective. Bidders are expected to elaborate on such interactions in their Technical Proposal.

To a certain extent, the Water Framework Directive is an umbrella for other EU Directives, notably regarding the programmes of measures. For example, (basic) measures involving treatment of urban wastewater are depending on implementation of the Directive 91/271/EEC / Directive (EU) 2024/3019 (recast). Such links will be taken into consideration while acknowledging that the underlying DSIP is focussing on the WFD itself.

Note that most documents are available in the Romanian language only.

The Contractor shall be responsible for the organisation and delivery of the Inception Workshop, Interim Meeting and the Final Meeting under this assignment, including covering all related logistical costs (e.g. venue, equipment, materials, interpretation/translation services, and other organisational expenses). The Contractor shall coordinate closely with UNDP on the agenda, venue, list of participants, and overall organisation of each meeting. The events shall take place in Chişinău, in person. The Inception Workshop and Interim Meeting shall each involve up to 25 participants, while the Final Meeting shall involve up to 40 participants. Participant kits (folders, notebooks, and pens) will be provided by UNDP.

Task 1: Inception Phase

The UNDP project team will compile an initial set with relevant documents (e.g. Water Law and bylaws) and reports, which will be shared with the Contractor after the contract comes into force. Furthermore, the UNDP project team will prepare a preliminary overview of the various settings, including anticipated points of attention. As a precursor, this information will support the contractor in the home-based planning of the Inception Phase into more detail. An online meeting with UNDP project staff and Ministry of Environment can be organised within the first two weeks.

The Inception Phase shall establish the analytical and operational foundation for the implementation of the assignment. During this phase, the Contractor shall ensure a comprehensive understanding of the institutional, regulatory, monitoring and environmental data, and technical context relevant to the development of the Directive Specific Implementation Plan.

The Contractor shall initiate consultations with key stakeholders, including representatives of relevant

ministries, national authorities, river basin institutions and other competent bodies involved in the implementation of the EU Water Framework Directive (WFD). These consultations shall aim to clarify expectations, confirm institutional roles and responsibilities, and ensure alignment of the proposed methodological approach with national priorities and EU accession requirements.

The Contractor shall compile and review all relevant documentation, including legislative acts, policy documents, strategic planning instruments, previous assessments, implementation reports, and available analytical materials related to alignment with the EU Water Framework Directive (WFD). Particular attention shall be given to documents prepared in the framework of the EU accession screening process, including tables of concordance for relevant EU directives, screening reports, explanatory and analytical materials submitted by the Republic of Moldova, gap assessment matrices, as well as any preliminary commitments, clarifications or observations formulated during bilateral discussions with the European Commission.

The review shall ensure consistency between the findings of the screening process and the analytical basis for the development of the DSIP. On the basis of the preliminary assessment, the Contractor shall prepare an annotated Table of Contents for the Directive Specific Implementation Plan. The annotated structure shall outline the proposed content of each chapter, the analytical approach to be applied, and the linkages between identified gaps, transitional measures, implementation sequencing, and financing considerations.

In parallel, the Contractor shall prepare a detailed Work Plan for the implementation of the assignment. The Work Plan shall refine and, where necessary, amend the tasks and activities described in these Terms of Reference, propose a realistic sequencing of activities, identify milestones and deliverables, and specify the level of effort required.

An Inception Workshop shall be organised and delivered to present the preliminary findings, the proposed structure of the DSIP, methodology of work and the detailed Work Plan. The workshop shall provide an opportunity for stakeholders to validate the analytical approach, discuss identified gaps, and agree on the proposed implementation pathway. The results of the Inception Phase shall be consolidated in an Inception Report. The Report shall present the main findings of the desk review and consultations, the agreed methodological framework, the annotated Table of Contents of the DSIP, and the detailed Work Plan. The Inception Report shall incorporate feedback received during the Inception Workshop and, upon approval by UNDP and the Ministry of Environment, shall serve as the operational roadmap for the subsequent phases of the assignment.

The UNDP project team will support and facilitate communication with the relevant Moldovan authorities.

Task 2: Baseline Assessment and Gap Analysis

In accordance with the agreed annotated Table of Contents (see Table 1. Indicative Structure of the Directive Specific Implementation Plan (DSIP)), the Contractor shall undertake a comprehensive assessment of the current situation concerning the implementation of the Water Framework Directive in the Republic of Moldova. This shall include an overview of the existing legal, institutional, technical, and financial framework, as well as the current level of alignment and practical implementation. Building on this assessment, the Contractor shall identify and analyse the gaps between the existing national framework and the requirements of the WFD. The analysis shall consider legislative alignment, institutional capacity, monitoring systems, planning instruments, and financial mechanisms necessary for effective implementation. Particular attention shall be given to identifying priority gaps, structural bottlenecks, and areas requiring transitional measures.

Upon completion of the assessment and gap analysis, the Contractor shall organise and deliver a dedicated meeting to present and discuss the main findings with relevant stakeholders. The meeting shall aim to validate the analytical conclusions, facilitate discussion on identified gaps, and agree on the proposed follow-up actions and strategic direction for the subsequent stages of the assignment.

It is expected that during this stage topic-related background documents will be prepared, containing more details than to be included in the DSIP.

Task 3: Implementation measures

The focus of Task 3 will be on addressing how and by when to resolve the gaps. As with Task 2, this will be done at more detailed topic levels. It is important to develop the Implementation measures in close consultation with the related stakeholders.

During this stage, the Contractor shall develop a structured set of Implementation Measures designed to address the gaps identified during the previous stage. The focus shall be on defining how, by whom, and within which timeframe the identified legal, institutional, technical, and financial gaps will be resolved in order to achieve progressive alignment with the requirements of the Water Framework Directive.

The Implementation Measures shall be developed at a sufficiently detailed thematic level, building upon the gap analysis conducted under Task 2. For each identified gap, the Contractor shall propose specific corrective actions, responsible institutions, indicative timelines, sequencing of measures, and, where relevant, links to financing needs and transitional arrangements. The measures shall reflect a realistic and phased approach, taking into account the institutional capacity and financial constraints of the Republic of Moldova.

Close consultation with relevant stakeholders shall be ensured throughout this process. The Contractor shall engage competent authorities and other key actors in the development of the proposed measures to ensure feasibility, ownership, and consistency with ongoing reform processes.

Upon preparation of the draft Implementation Measures, the Contractor shall organise and deliver a dedicated meeting to present and discuss their content and structure. The purpose of the meeting shall be to validate the proposed measures, clarify institutional responsibilities, agree on implementation sequencing, and ensure alignment with the broader negotiation and planning framework.

Task 4: DSIP synthesis

During this stage, the Contractor shall consolidate the findings and outputs generated under the previous Tasks into a coherent draft of the Directive Specific Implementation Plan for the EU Water Framework Directive. The draft DSIP shall integrate the baseline assessment, gap analysis, and agreed implementation measures into a structured and internally consistent document, clearly outlining the pathway toward progressive alignment and effective implementation.

The DSIP shall present a sequenced implementation framework, including priority actions, responsible institutions, indicative timelines, and linkages to financing needs and potential transitional arrangements. The document shall ensure logical consistency between identified gaps, proposed measures, institutional responsibilities, and the overall implementation roadmap.

In parallel, the Contractor shall formulate recommendations to support the negotiation strategy of the Republic of Moldova with the European Commission. These recommendations shall focus on identifying areas where transitional periods may be justified, outlining the rationale for such requests, and ensuring that the proposed timelines are supported by credible implementation and financing plans.

The draft DSIP and the proposed negotiation strategy shall be discussed with the Ministry of Environment, National Administration “Apele Moldovei” and Environment Agency in order to validate the analytical approach, confirm institutional commitments, and ensure political and technical ownership.

Following the consultation process and incorporation of feedback, the Contractor shall finalise the Directive Specific Implementation Plan, ensuring that it reflects agreed priorities, realistic implementation sequencing, and a robust basis for supporting Moldova’s negotiation position under the EU accession framework.

Task 5: Final Consultation and Reporting

In the final stage of the assignment, the Contractor shall prepare and deliver a Final Meeting aimed at presenting the DSIP to a broader audience of stakeholders. The meeting shall serve to communicate the key findings, proposed implementation measures, sequencing, financing considerations, and recommended negotiation approach. It shall provide an opportunity for final clarifications, feedback, and enhanced ownership among relevant institutions and partners.

The Contractor shall prepare the agenda and presentation materials for the Final Meeting and ensure that the discussions are structured to facilitate informed dialogue and understanding of the DSIP’s strategic and operational implications.

In parallel, the Contractor shall prepare the Final Report. The contents and structure of the Final Report shall be determined in consultation with the Ministry of Environment to ensure consistency with project objectives and reporting requirements. The Final Report shall consolidate the main analytical findings, agreed implementation measures, the finalised DSIP, and key recommendations arising from the assignment.

Deliverables and timeframe

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

No	Deliverable	Description	Indicative Timeline	Indicative Distribution of Payments (%)
1	Inception Report and Operational Framework for the DSIP	<ul style="list-style-type: none"> Overview and assessment of the current state of play regarding WFD alignment, based on desk reviews and stakeholder consultations; Review of documentation prepared under the EU screening process (including tables of concordance, screening reports, and gap assessments); Annotated Table of Contents for the Directive-Specific Implementation Plan (DSIP); Detailed Work Plan for the assignment, including sequencing of activities, milestones and level of effort; Proceedings of the Inception Workshop, including the agenda, presentation materials, signed attendance list, and participant information disaggregated by gender. Summary of stakeholder feedback and agreed next steps. 	Within 6 weeks from contract signature	20%

№	Deliverable	Description	Indicative Timeline	Indicative Distribution of Payments (%)
2	Baseline Assessment and Gap Analysis Report	<ul style="list-style-type: none"> • A comprehensive overview of the current situation regarding the implementation of the EU Water Framework Directive (WFD) in the Republic of Moldova, covering the legal, institutional, technical and financial dimensions; • Identification and analytical assessment of gaps between existing national frameworks and WFD requirements, including prioritisation of critical compliance gaps and implementation bottlenecks; • Topic-related background documents providing detailed technical and analytical substantiation beyond the level of detail to be included in the Directive-Specific Implementation Plan (DSIP); • Organisation and delivery of one Interim Meeting to present and discuss the findings of the current situation analysis and identified gaps, including: meeting agenda, presentation materials, signed list of participants, participant information disaggregated by gender, agreed follow-up actions. 	Within 18 weeks from contract signature	40%
3	Directive Specific Implementation Plan for the Water Framework Directive for the Republic of Moldova.	<ul style="list-style-type: none"> • Consolidated baseline assessment and gap analysis related to WFD implementation in the Republic of Moldova; • Structured and sequenced implementation framework addressing identified gaps; • Priority actions and corrective measures; • Clearly defined institutional responsibilities; • Indicative timelines and phased implementation schedule; • Linkages to financing needs and indicative cost considerations; • Proposed transitional arrangements and justification for requested transition periods, where applicable; 	Within 26 weeks from contract signature	30%
4	Final Report	<ul style="list-style-type: none"> • The main analytical findings of the assignment; • Final Meeting organised and delivered (agenda, PowerPoint files, signed list with participants, participant information disaggregated by gender) • The finalised Directive Specific Implementation Plan (DSIP); 	Within 30 weeks from contract signature	10%

№	Deliverable	Description	Indicative Timeline	Indicative Distribution of Payments (%)
		<ul style="list-style-type: none"> Next steps and recommendations supporting the negotiation approach with the European Commission. 		

All tasks under the assignment shall be documented through corresponding reports and deliverables, clearly demonstrating the progress and results achieved. All deliverables shall be submitted in English. All reports and supporting documents shall be submitted in electronic format.

Institutional arrangements

The Contractor shall ensure the timely delivery of all deliverables. The Contractor will report to the Dniester II Project Manager and will work in close collaboration with the project team, as well as with national partners and end-beneficiaries under this assignment. All deliverables shall be subject to review and approval by the Project Manager and the Ministry of Environment.

The Contractor shall be responsible for the organisation and delivery of the Inception Workshop, Interim Meeting and the Final Meeting under this assignment, including covering all related logistical costs (e.g. venue, equipment, materials, interpretation/translation services and other organisational expenses). The Contractor shall coordinate closely with UNDP on the agenda, venue, list of participants, and overall organisation of each meeting. The events shall take place in Chişinău, in person. The Inception Workshop and Interim Meeting shall each involve up to 25 participants, while the Final Meeting shall involve up to 40 participants. Participant kits (folders, notebooks, and pens) will be provided by UNDP.

If translation and/or interpretation services are required for the effective implementation of the assignment, these shall be arranged and covered by the Contractor.

Duration of the work

The duration of the assignment is from May 2026 to March 2027.

Additional provisions

An indicative level of effort for the assignment is estimated at approximately 340 working days in total.

This includes approximately:

- 230 working days allocated to International Key Experts; and
- 110 working days allocated to National Key Experts.

Bidders are expected to propose their own allocation of inputs among international and national experts, in line with their proposed methodology, work plan, and team composition.

The proposed allocation shall ensure:

- adequate coverage of all technical areas required under the assignment;
- a balanced use of international and national expertise;
- cost-efficiency and effective use of local knowledge;
- timely and high-quality delivery of all outputs.



The Proposer is encouraged to optimise the distribution of tasks by assigning context-specific analytical work, data collection, stakeholder consultations, and validation activities to National Key Experts, while ensuring that International Key Experts focus on methodological guidance, alignment with EU acquis, and overall quality assurance.

The Proposer is encouraged to include additional experts, where necessary, to ensure the high quality of deliverables, particularly in areas where limitations in national expertise may be identified.

Bidders are not required to propose an expert on WFD-compliant monitoring and assessment of the status of surface water bodies, as this expertise is already available within the UNDP project team through an international surface water quality expert. This expert will participate in and contribute to the assignment as part of the overall expert team.

SECTION 7: PROPOSAL FORMS

- **Form A: Proposal Confirmation**
- **Form B: Checklist**
- **Form C: Technical Proposal Submission**
- **Form D: Proposer Information**
- **Form E: Joint Venture/Consortium/Association Information**
- **Form F: Eligibility and Qualification**
- **Form G: Format for Technical Proposal**
- **Form H: Format for CV of Proposed Key Personnel**
- **Form I: Statement of Exclusivity and Availability**
- **Form J: Financial Proposal Submission** *[Form J is part of the Financial Proposal and shall be submitted directly in the system only in the “Commercial section” of the requirements. Please, ensure that no other documents are disclosing your financial proposal apart from Forms J and K. Non-compliance with this instruction may result in rejection of the proposal received.]*
- **Form K: Format for Financial Proposal** *[Forms K is part of the Financial Proposal and shall be submitted directly in the system only in the “Commercial section” of the requirements. Please, ensure that no other documents are disclosing your financial proposal apart from Forms J and K. Non-compliance with this instruction may result in rejection of the proposal received.]*

FORM B: CHECKLIST

This form serves as a checklist for preparation of your Proposal. Please complete the returnable Proposal Forms in accordance with the instructions and return them as part of your Proposal submission: No alteration to the format of forms shall be permitted and no substitution shall be accepted.

Before submitting your Proposal, please ensure compliance with the instructions in Section 2: Instructions to Proposers and Section 3: Data Sheet.

Technical Proposal:

Have you duly completed all the Returnable Proposal Forms?	
▪ Form C: Technical Proposal Submission	<input type="checkbox"/>
▪ Form D: Proposer information	<input type="checkbox"/>
▪ Form E: Joint Venture/Consortium/Association Information	<input type="checkbox"/>
▪ Form F: Eligibility and Qualification	<input type="checkbox"/>
▪ Form G: Technical Proposal	<input type="checkbox"/>
▪ Form H: CVs of proposed key personnel	<input type="checkbox"/>
▪ Form I: Statements of exclusivity and availability for key personnel	<input type="checkbox"/>
Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?	<input type="checkbox"/>
Have you provided the required documents in support of Form D: Proposer Information?	<input type="checkbox"/>

Financial Proposal:

▪ Form J: Financial Proposal Submission	<input type="checkbox"/>
▪ Form K: Financial Proposal	<input type="checkbox"/>

Forms J and K, representing the Financial Proposal shall be submitted directly in the system only in the “Commercial section” of the requirements. Please, ensure that no other documents are disclosing your financial proposal apart from Forms J and K. Non-compliance with this instruction may result in rejection of the proposal received.

FORM C: TECHNICAL PROPOSAL SUBMISSION

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference	Rfp26/03254		

We, the undersigned, offer to supply the services required for Click or tap here to enter text.in accordance with your Request for Proposals No. Click or tap here to enter text.. We hereby submit our Proposal, which includes this Technical Proposal, and our Financial Proposal uploaded separately under the commercial section in the system as instructed.

Proposer Declaration: on behalf of our firm, its affiliates, subsidiaries and employees, including any JV / Consortium / Association members or subcontractors or suppliers for any part of the contract.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Requirements and Terms and Conditions: I/We have read and fully understand the RFP, including the RFP Information and Data Sheet, Terms of Reference, the General Conditions of Contract and any Special Conditions of Contract. I/we confirm that the proposer agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I/We confirm that the proposer 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 proposal I/we warrant that the proposer: 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 RFP; 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 proposer has no actual, potential or perceived conflict of Interest in submitting this proposal or entering into a contract to deliver the requirements. Where a conflict of interest arises during the RFP process the proposer 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"/>	I/We do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);
<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 us that could impair our operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	Proposal Validity Period: I/We confirm that this Proposal, including the price, remains open for acceptance for the proposal validity period.
<input type="checkbox"/>	<input type="checkbox"/>	I/We understand and recognize that you are not bound to accept any proposal you receive.
<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 Organisation/s to make this declaration on its/their behalf.



Name: _____

Title: _____

Date: _____

Signature: _____

[Stamp with official stamp of the Proposer]

FORM D: PROPOSER INFORMATION

RFP reference	Click or tap here to enter text.
Legal name of Proposer	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.
Proposer's Authorized Representative information	Name and Title: Click or tap here to enter text. Telephone numbers: Click or tap here to enter text. Email: Click or tap here to enter text.
Legal structure	Choose an item.
No. of full-time employees	Click or tap here to enter number.
No. of staff involved in similar contracts	Click or tap here to enter number.
Are you a UNGM registered vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert UNGM Vendor Number
Years of supplying to UN organisations	Click or tap here to enter text.
Are you a Click or tap here to enter text.vendor?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, insert Vendor Number
Countries of operation	Click or tap here to enter text.
Subsidiaries in the region (please indicate names of subsidiaries and addresses, if relevant to the proposal)	Click or tap here to enter text.
Commercial Representatives in the country: Name/Address/Phone (for international companies only)	Click or tap here to enter text.
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	Click or tap here to enter text.
Does your Company have a corporate environmental policy or environmental management system/accreditation such as ISO 14001 or ISO 14064 or equivalent? (If yes, provide a Copy of the valid Certificate):	<p>Tick all that apply and provide supporting documentation:</p> <input type="checkbox"/> Corporate Environmental Policy <input type="checkbox"/> ISO 14001 <input type="checkbox"/> ISO 14064 <input type="checkbox"/> Other, specify Click or tap here to enter text.
Does your organization demonstrate significant commitment to sustainability, including the following aspects that have	Attach a formal statement that outlines your organisation's commitment to sustainability, where possible providing evidence of tangible results that demonstrate progress such as:

<p>been identified in the UN Sustainable Procurement Framework?</p> <ul style="list-style-type: none"> • Environmental: prevention of pollution, sustainable resources; climate change and mitigation and the protection of the environment, biodiversity. • Social: human rights and labour issues, gender equality, sustainable consumption, and social health and wellbeing. • Economic: whole life cycle costing, local communities and small or medium enterprises, and supply chain sustainability. 	<p>Tick all that are attached:</p> <p><input type="checkbox"/> Formal statement</p> <p><input type="checkbox"/> Sustainability report</p> <p><input type="checkbox"/> UN Global Compact Communication on Progress</p> <p><input type="checkbox"/> Other, specify Click or tap here to enter text.</p>
<p>Does your company belong to a diverse supplier group including micro, small or medium sized enterprise, women or youth owned business or other?</p> <p><i>(If yes, please provide details and documentation)</i></p>	<p>Click or tap here to enter text.</p>
<p>Is your company a member of the UN Global Compact?</p>	<p>Choose an item.</p> <p>If yes, please provide link to Global Compact profile:</p> <p>Click or tap here to enter text.</p>
<p>Bank Information</p>	<p>Bank Name: Click or tap here to enter text.</p> <p>Bank Address: Click or tap here to enter text.</p> <p>IBAN: Click or tap here to enter text.</p> <p>SWIFT/BIC: Click or tap here to enter text.</p> <p>Account Currency: Click or tap here to enter text.</p> <p>Bank Account Number: Click or tap here to enter text.</p>
<p>Contact person that may contact for requests for clarifications during Proposal evaluation</p>	<p>Name and Title: Click or tap here to enter text.</p> <p>Telephone numbers: Click or tap here to enter text.</p> <p>Email: Click or tap here to enter text.</p>



FORM E: JOINT VENTURE/CONSORTIUM/ASSOCIATION INFORMATION

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference	RfP26/03254		

To be completed and returned with your Proposal if the Proposal is submitted as a Joint Venture/Consortium/Association.

No	Name of Partner and contact information (address, telephone numbers, fax numbers, e-mail address)	Proposed proportion of responsibilities (in %) and type of services to be performed
1	Click or tap here to enter text.	Click or tap here to enter text.
2	Click or tap here to enter text.	Click or tap here to enter text.
3	Click or tap here to enter text.	Click or tap here to enter text.

<p>Name of leading partner</p> <p>(with authority to bind the JV, Consortium, Association during the RFP process and, in the event a Contract is awarded, during contract execution)</p>	<p>Click or tap here to enter text.</p>
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We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

Letter of intent to form a joint venture **OR** JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to [Click or tap here to enter text](#) for the fulfilment of the provisions of the Contract.

Name _____ of _____ partner:	Name _____ of _____ partner:
Signature: _____	Signature: _____
Date: _____	Date: _____

Name _____ of _____ partner:	Name _____ of _____ partner:
Signature: _____	Signature: _____
Date: _____	Date: _____

FORM F: ELIGIBILITY AND QUALIFICATION

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference	RfP26/03254		

If JV/Consortium/Association, to be completed by each partner.

History of Non- Performing Contracts

<input type="checkbox"/> No non-performing contracts during the last 3 years			
<input type="checkbox"/> Contract(s) not performed in the last 3 years			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value in US\$)
		Name of Client: Address of Client: Reason(s) for non-performance:	

Litigation History (including pending litigation)

<input type="checkbox"/> No litigation history for the last 5 years			
<input type="checkbox"/> Litigation History as indicated below			
Year of dispute	Amount in dispute (state currency)	Contract Identification	Total Contract Amount (state currency)
		Name of Client: Address of Client: Matter in dispute: Party who initiated the dispute: Status of dispute: Party awarded if resolved:	

Previous Relevant Experience

Please list only previous similar assignments successfully completed in the **last 5 (five) years**.

List only those assignments for which the Proposer was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Proposer’s individual experts working privately or through other firms cannot be claimed as the relevant experience of the Proposer, or that of the Proposer’s partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Proposer should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested.

Project name & Country of Assignment	Client & Reference Contact Details	Contract Value	Period of activity and status	Types of activities undertaken and role (Contractor, sub-contractor or consortium member)

Proposers may also attach their own Project Data Sheets with more details for assignments above.

Attached are the Statements of Satisfactory Performance from the Top 3 (three) Clients or more.

Financial Standing

Annual Turnover for the last 3 years	Year 2024	Currency: USD	Amount
	Year 2023	Currency: USD	Amount
	Year 2022	Currency: USD	Amount
Latest Credit Rating (if any), indicate the source and date.			

Financial information (state currency)	Historic information for the last 3 years		
	2022	2023	2024
	<i>Information from Balance Sheet</i>		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	<i>Information from Income Statement</i>		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio (current assets/current liabilities)			

Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

- a) Must reflect the financial situation of the Proposer or party to a JV, and not sister or parent companies.
- b) Historic financial statements must be audited by a certified public accountant.
- c) Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.

FORM G: FORMAT FOR TECHNICAL PROPOSAL

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference	Rfp26/03254		

The proposer's proposal must be organised to follow the format of this Technical Proposal Form. Where the proposer is presented with a requirement or asked to use a specific approach, the proposer must not only state its acceptance, but also describe, where appropriate, how it intends to comply. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

Section 1: Proposer's qualification, capacity and expertise

1.1 Brief description of the organisation, including the year and country of incorporation, and types of activities undertaken.

1.2 General organizational capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted (if so, provide details).

1.3 Relevance of specialised knowledge and experience on similar engagements done in the region/country.

1.4 Quality assurance procedures and risk mitigation measures.

1.5 Organization's commitment to sustainability.

Section 2: Proposed Methodology, Approach and Implementation Plan

This section should demonstrate the proposer's responsiveness to the TOR by identifying the specific components proposed, addressing the requirements, providing a detailed description of the essential performance characteristics proposed and demonstrating how the proposed approach and methodology meets or exceeds the requirements. All important aspects should be addressed in sufficient detail and different components of the project should be adequately weighted relative to one another.

2.1 A detailed description of the approach, conceptual framework and methodology for how the Proposer will achieve or exceed the requirements of the Terms of Reference, keeping in mind the appropriateness to local conditions and project environment. Detail how the different service elements shall be organised, controlled and delivered.

2.2 A detailed description of the Bidder's internal technical and quality assurance mechanisms and risks identified, if any.

2.3 Description of available performance monitoring and evaluation mechanisms and tools; how they shall be adopted and used during the assignment.

2.4 Implementation plan including a Gantt chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.

2.5 Any other comments or information regarding the project approach and methodology that will be adopted.

2.6 Description of available quality assurance procedures and risk mitigation measures, how they shall be adopted and used during the assignment.

Section 3: Management Structure and Key Personnel

3.1 Describe the overall management approach toward planning and implementing the project. Include details of key personnel including their name and nationality, the Position they will assume and their role as per the ToR. Include an



organisation chart for the management of the project describing the relationship of key positions and designations. Provide a spreadsheet to show the activities of each personnel and the time allocated for his/her involvement.

3.2 For each of the key personnel provide: the CV using the format in **Form H** and the statement of exclusivity and availability using the format in Form I. *Please provide copies of Certifications/Awards for the Key Personnel to be involved in the project.*

FORM H: FORMAT FOR CV OF PROPOSED KEY PERSONNEL

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference	RfP26/03254		

Position (as per ToR)			
Personnel Information	Name:		
	Nationality:	Date of birth:	
	Language Proficiency:		
Present Employment	Name of employer:	Contact: (manager or HR)	
	Address of employer:		
	Telephone:	Email:	
	Job title:	Years with present employer:	
Education / Qualifications	<i>Summarise college/university and other specialised education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.</i>		
Professional Certifications	<i>Provide details of professional certifications relevant to the scope of services including name of institution and date of certification.</i>		
References:	<i>Provide names, addresses, phone and email contact information for two (2) references.</i>		

Summarise professional experience over the last 20 years in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

From	To	Company / Project / Position / Relevant technical and management experience

I, the undersigned, certify that, to the best of my knowledge and belief, this CV is accurate.



Signature of Personnel

Date (Day/Month/Year)



FORM I: STATEMENT OF EXCLUSIVITY AND AVAILABILITY

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference	RfP26/03254		

I, the undersigned, hereby declare that I agree to participate exclusively with the Proposer [Click or tap here to enter text.](#) in the above referenced **RfP26/03254** I further declare that I am able and willing to work for the period(s) foreseen for the position for which my CV has been included in the event that this proposal is successful, namely:

From	To
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.

I confirm that I am not engaged in other projects in a position for which my services are required during the periods where my services are required under this RFP.

By making this declaration, I understand that I am not allowed to present myself as a candidate to any other proposer submitting a proposal for this RFP. I am fully aware that if I do so, I will be excluded from this RFP, the proposals may be rejected, and I may also be subject to exclusion from other UNDP's solicitation procedures and contracts.

Furthermore, should this proposal be successful, I am fully aware that if I am not available at the expected start date of my services for reasons other than ill-health or *force majeure*, I may be subject to exclusion from other [Click or tap here to enter text.](#) solicitation procedures and contracts and that the notification of award of contract to the Proposer may be rendered null and void.

Name: _____

Title: _____

Date: _____

Signature: _____



FORM J: FINANCIAL PROPOSAL SUBMISSION

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference	RfP26/03254		

We, the undersigned, offer to provide the services indicated in our proposal and in accordance with your Request for Proposal. We are hereby submitting our Financial Proposal in the amount indicated herewith.

Our Proposal shall be valid and remain binding upon us for the period of time specified in the Data Sheet.

We understand that you are not bound to accept any Proposal that you receive.

Our attached Financial Proposal is for the sum of *[Insert amount in words and figures]*. Please make sure the total matches with the total indicated in the deliverables section of the system (lines) and with the total deriving from the cost breakdown (form K).

FORM K: FORMAT FOR FINANCIAL PROPOSAL

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference	RfP26/03254		

The proposer is required to prepare the Financial Proposal following the below format and submit it in an envelope separate from the Technical Proposal as indicated in the Instruction to Proposers. **The inclusion of any financial information in the Technical Proposal shall lead to disqualification of the Proposer.** The Financial Proposal should align with the requirements of the Terms of Reference and the proposer’s Technical Proposal.

Currency of the proposal: MDL (Moldovan Leu) for local suppliers and USD (US Dollars) for international suppliers, VAT exclusive

Table 1: Summary of Overall Prices

Costs	Amount (insert currency)
Professional Fees (from Table 2)	
Other Costs (from Table 2)	
Total Amount of Financial Proposal	

Table 2: Breakdown of Price per Type of Cost

Deliverable / Activity description	Professional Fees				Other Costs				Total Amount per deliverable (subtotal 1 + sub- total 2)
	Position	Daily fee Rate	No. of Working Days	Total Amount	Description	Q-ty	Price	Total	
Deliverable 1. Inception Report and Operational Framework for the DSIP	International Team Leader (1)				Transportation costs				
	International Legal Expert (1)				Accommodation				
	International Institutional Expert (1)				Subsistence allowance				
	International River Basin Management Expert (1)				Organization of meetings/ workshops				
	International Groundwater Expert (1)				Interpretation & translation services				
	International Financial/Economic Expert (1)				Other costs (specify)				
	International GIS and Data Management Expert (1)								
	International Hydromorphology Expert (1)								

	National Legal Expert (1)							
	National River Basin Management Expert (1)							
	National Groundwater Expert (1)							
	National Financial/Economic Expert (1)							
	National Hydromorphology Expert (1)							
	National GIS and Data Management Expert (1)							
	Other experts (if any) [Please list]							
		Sub-total 1					Sub-total 2	
								Total:
Deliverable 2.	International Team Leader (1)				Transportation costs			
	International Legal Expert (1)				Accommodation			
	International Institutional Expert (1)				Subsistence allowance			

Baseline Assessment and Gap Analysis Report	International River Basin Management Expert (1)				Organization of meetings/ workshops			
	International Groundwater Expert (1)				Interpretation & translation services			
	International Financial/Economic Expert (1)				Other costs (specify)			
	International GIS and Data Management Expert (1)							
	International Hydromorphology Expert (1)							
	National Legal Expert (1)							
	National River Basin Management Expert (1)							
	National Groundwater Expert (1)							
	National Financial/Economic Expert (1)							
	National Hydromorphology Expert (1)							
	National GIS and Data Management Expert (1)							
	Other experts (if any)							

	[Please list]							
		Sub-total 1				Sub-total 2		
Deliverable 3. Directive Specific Implementation Plan for the Water Framework Directive	International Team Leader (1)				Transportation costs			
	International Legal Expert (1)				Accommodation			
	International Institutional Expert (1)				Subsistence allowance			
	International River Basin Management Expert (1)				Organization of meetings/ workshops			
	International Groundwater Expert (1)				Interpretation & translation services			
	International Financial/Economic Expert (1)				Other costs (specify)			
	International GIS and Data Management Expert (1)							
	International Hydromorphology Expert (1)							

	National Legal Expert (1)							
	National River Basin Management Expert (1)							
	National Groundwater Expert (1)							
	National Financial/Economic Expert (1)							
	National Hydromorphology Expert (1)							
	National GIS and Data Management Expert (1)							
	Other experts (if any) [Please list]							
		Sub-total 1					Sub-total 2	
	Total:							
	International Team Leader (1)				Transportation costs			
	International Legal Expert (1)				Accommodation			

Deliverable 4. Final Report	International Institutional Expert (1)				Subsistence allowance			
	International River Basin Management Expert (1)				Organization of meetings/ workshops			
	International Groundwater Expert (1)				Interpretation & translation services			
	International Financial/Economic Expert (1)				Other costs (specify)			
	International GIS and Data Management Expert (1)							
	International Hydromorphology Expert (1)							
	National Legal Expert (1)							
	National River Basin Management Expert (1)							
	National Groundwater Expert (1)							
	National Financial/Economic Expert (1)							

	National Hydromorphology Expert (1)								
	National GIS and Data Management Expert (1)								
	Other experts (if any) [Please list]								
		Sub-total 1					Sub-total 2		
	Total:								
Grand Total		Total Amount of Financial Proposal <i>(Please specify currency)</i>							

