RfP26/03379 Design and Implementation of Community Mediation Programme in Target Communities

United Nations Development Programme, hereinafter referred to as UNDP, through **"Enhancing Social Cohesion in Moldova through Dialogue and Community Empowerment - Phase II (SCPI-II)"**, hereby invites prospective proposers to submit a proposal for **Design and Implementation of a Community Mediation Programme in Target Communities** in accordance with the General Conditions of Contract and the Terms of Reference as set out in 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-01114.** 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 the Supplier Portal Registration Link.

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

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1 Overview

1.1 General Information

Title	RfP26/03379: SCPI/Design and Implement Community Mediation Programme
E-Mail	sc.md@undp.org
Financial Offer Sealed	Yes
Reference Number	PRC0193567/RfP26/03379
Beneficiary Country	MDA
Introduction	

RfP26/03379 Design and Implementation of Community Mediation Programme in Target Communities

United Nations Development Programme, hereinafter referred to as UNDP, through **"Enhancing Social Cohesion in Moldova through Dialogue and Community Empowerment - Phase II (SCPI-II)"**, hereby invites prospective proposers to submit a proposal for **Design and Implementation of a Community Mediation Programme in Target Communities** in accordance with the General Conditions of Contract and the Terms of Reference as set out in this Request for Proposal (RFP).

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We look forward to receiving your proposal.

UNDP Moldova

This is a two-envelope process. Financial proposals will be opened and evaluated only for offers that qualify from the technical evaluation.

1.2 Tender Timeline

Open Date	05/10/26 16:37 PM
Close Date	26/10/26 14:30 PM
Time Zone	Coordinated Universal Time

1.3 Terms

Negotiation Currency USD (US Dollar)

Eligible Response Currencies

Check the one currency in which you will enter your response.

	Response	Description	Price Precision

	Currency		
☐	USD	US Dollar	2
☐	MDL	Moldovan Leu	2

1.4 Attachments

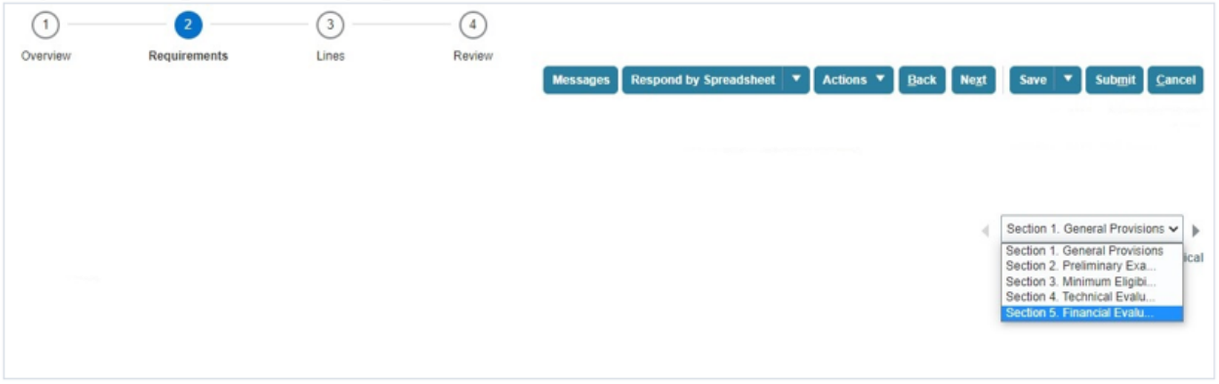
File Name or URL	Type	Description
Request for Proposal_03379	File	
Quantum user guides	File	
Proposal Forms	File	

Note: The attachments above are part of general attachments to this Tender. There may be more attachments uploaded with requirement or price schedule. All attachments can be accessed from the portal directly

2 PART: TENDER REQUIREMENT AND EVALUATION CRITERIA

**Response is required*

Dear supplier,
Please carefully review the requirements and questions in this section.
Provide answers where required (marked with *asterisk symbol) and upload supporting documents when requested so (marked with *asterisk symbol).
Kindly note that your Financial Proposal (Forms K-J) should ONLY be uploaded under Section 6 (the "Financial Evaluation" section below/ Commercial), and price should also be included in the Price Schedule on the platform under "Lines".
Please note that there are several Sections to be filled in, under the "Requirements" (2) step on the right side the page:



2.1 Section 1. General Provisions

*1. **General Instructions to Proposers**
This tender is governed by the provisions in Section 2. Instructions to Proposers herewith attached. By participating and submitting an offer you confirm to have understood and accepted such provisions.

Target: Confirm acceptance of instructions and provisions of this tender

*2. **Bid Data Sheet**
Section 3. Bid Data Sheet contains information and instructions specific to this Tender. Please confirm to have read, understood, and accepted such provisions, herewith attached.

Target: Have read and understood provisions in BDS

3. **Criteria for Evaluation and Contract Award**
Combined Scoring Method, using the 70%-30% distribution for technical and financial proposals respectively. The minimum technical score required to pass is 70%.

Technical Proposal (70%)
- Bidder's Qualification, Capacity and Experience

- Methodology, Approach and Implementation Plan
- Management Structure and Key Personnel

Financial Proposal (30%)
To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.

Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.

2.2 Section 2. Evaluation Criteria - Preliminary Examination

*1. **General Conditions of Contract**
Do you accept the General Conditions of Contract as specified in Section 6: Conditions of Contract and Contract Forms?
Target: Accept General Conditions of Contract.

*2. **Proposal Validity**
Do you accept that your proposal is valid for 90 days as required in Section 2. General Instructions and Section 3. Bid Data Sheet sections?
Target: Accept Proposal Validity Conditions.

*3. **Proposal Forms**
Please provide Technical Proposal Forms (A-I) as per forms provided, duly signed by a legal representative of your company. **Do not provide the Financial Proposal Forms (J-K) at this stage. The Financial Proposal Forms (J-K) shall be submitted only in the "Commercial section" below. Non-compliance with this instruction may result in rejection of the proposal received.**
Target: Proposal Forms Submitted

*4. **Company profile**
Please provide a Company Profile with the detailed description of the enterprise (experience, human resources, managerial and technical capacities in the field, etc.)
Target: Company profile provided

*5. **Legal documents**
Please provide legal documents including company registration certificate, legal representation, etc.
Target: Legal documents provided

6. **List of Shareholders and Other Entities Financially Interested in the Firm**
Please provide the List of Shareholders and Other Entities Financially Interested in the Firm owning 5% or more of the stocks and other interests, or its equivalent if Bidder is not a corporation including the Certificate from State Register
Response attachments are optional.

7. **Tax Registration/Payment Certificate**
Please provide the 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

*8. **Financial Statement**
Please provide the 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 (2023-2025)

Target: Financial Statements provided

*9. **Statement of Satisfactory Performance**
Please provide Statement of Satisfactory Performance from the Top three (3) Clients in terms of Contract Value in the past five (5) years *(For JV/Consortium/Association, all Parties company cumulatively should meet requirement).*

Target: Statement of Satisfactory Performance provided

10. **Consortium or Subcontracting Agreement**
Please provide the Joint Venture / Consortium / Association Agreement or Letter of Intent to form a Joint Venture / Consortium / Association, if applicable.

*11. **Copies of contracts**

Copies of contracts to prove that Offeror meets the similar experience requirement (stated under Section 4: Evaluation Criteria)

*12. **Methodology, Approach and Implementation Plan**
Please provide a detailed description of the Methodology, Approach and Implementation Plan (sequence of actions) for the services required in the ToR, with clear distribution of roles and responsibilities of the proposed key personnel

Target: Methodology, Approach and Implementation Plan provided

*13. **CVs and Statements of Exclusivity and Availability**
Please provide CVs (signed by the envisaged personnel), clearly stipulating the relevant experience which meets the listed requirements, of the Key personnel (mentioned in Section 5: Terms of Reference).
Please provide Statements of Exclusivity and Availability (signed by the envisaged personnel) for the Key personnel proposed.

Target: CVs and Statements of Exclusivity and Availability provided

*14. **Quality Certificates**
Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any

*15. **Conflict of interest statement**
Please provide a written statement certifying that the proposed key personnel have no personal, professional, or financial conflict of interest under the envisaged contract

Target: Statement provided

2.3 Section 3. Evaluation Criteria - Minimum Eligibility

1. **Evaluation Criteria - Minimum Eligibility**
Eligibility will be evaluated on "Pass"/"Fail" basis.
If the Proposal is submitted as a Joint Venture/Consortium/Association, each member should meet

minimum criteria, unless otherwise specified in the criterion.

Eligibility Criteria

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

*2. **Compliance with Minimum Eligibility Criteria**

Do you confirm that you comply with the Minimum Eligibility Criteria?

2.4 Section 4. Evaluation Criteria - Qualification

1. **Evaluation Criteria - Qualification**
   Qualification will be evaluated on "Pass"/"Fail" basis.
   If the Proposal is submitted as a Joint Venture/Consortium/Association, each member should meet minimum criteria, unless otherwise specified in the criterion.

   Qualifications Criteria

Qualification Criteria	Documents to establish compliance
History of non-performing contracts[1]: Non-performance of a contract did not occur as a result of contractor default within the last 3 years1.	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:	
Minimum 5 (five) years of relevant professional experience in designing and delivering training programmes, capacity development initiatives, workshops or other structured learning activities for professionals, community actors or other relevant stakeholders in Moldova or comparable contexts. *(For JV/Consortium/Association, the Lead Partner must possess at least 3 (three) of the required 5 (five) years of experience).*	Form F: Eligibility and Qualification

Minimum 2 (two) assignments of similar nature and/or complexity successfully completed during the last 5 (five) years. The list of assignments, clients, period and contract value shall be included in the Proposal. *(For JV/Consortium/Association, all Parties company cumulatively should meet requirement).*	Form F: Eligibility and Qualification
Minimum Key Personnel:	
The minimum personnel mandatory for the implementation of the contract: • 1 (one) Team Leader/Community Mediation Programme Specialist. • 2 (two) Mediation Training and Practice Experts • 1 (one) Project Assistant *Please note: The above listed roles can be cumulated by certain team members, but not more than two roles per team member, clarifying in the Methodology the reasoning for such approach and distribution of tasks.* *(For JV/Consortium/Association, all Parties company cumulatively should meet requirement).*	Attach required documents to Form H: Format for CV of proposed Key Personnel
Financial Standing:	
Turnover: Proposers should have annual sales turnover of minimum USD 100,000.00 for the last 3 (three) years. *(For JV/Consortium/Association, all Parties company cumulatively should meet requirement).*	Copy of audited financial statements for the last 3 (three) years. Form F: Eligibility and Qualification

Liquidity: Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability. UNDP will check the financial accounts to compute the current ratio (CR). *If CR is less than 1:* UNDP shall verify financial capacity of the bidder and have the authority to seek references from concerned parties & banks on the bidder's financial standing. UNDP has the right to reject any bid if submitted by a contractor whom investigation leads to a result that contractor is not financially capable and/or has serious financial problems. *(For JV/Consortium/Association, all Parties company cumulatively should meet requirement).*	Copy of audited financial statements for the last 3 (three) years. Form F: Eligibility and Qualification

*2. **Compliance with Minimum Qualification Criteria**

Do you confirm that you comply with the Minimum Qualification Criteria?

2.5 Section 5. Technical Evaluation Criteria

1. **Technical Evaluation Criteria**
The technical proposal will be evaluated based on the criteria set here below following the maximum obtainable points set.
Evaluation team will score each criteria based on the information provided in the proposal.
To pass the technical evaluation, the proposal must score at least 70% of the maximum total obtainable points.

Summary of Technical Proposal Evaluation Forms		Points Obtainable
1.	Proposer's qualification, capacity and experience	350
2.	Proposed methodology, approach and implementation plan	300

3.	Management structure and key personnel	350
	Total	**1000**

Section 1. Proposer's qualification, capacity and experience		**Points obtainable**
1.1	Reputation of organisation and staff credibility / reliability / industry standing · **Excellent (100 %):** The company is a well-known, top-tier market leader with an impeccable reputation for reliability and quality. Staff are recognized experts. Supported by strong, verifiable references and positive industry analysis. **(70 pts)** · **Good (90%):** The company is well-known and has a good standing in the field. There is positive evidence of reliability and staff credibility, but it may not be a top-tier leader. Supported by good references. **(63 pts)** · **Satisfactory (70 %):** The company is known in the industry but may have a mixed or limited reputation. Staff credibility is adequate but not exceptional. References are satisfactory but may have minor issues. **(49 pts)** · **Poor (40 %):** The company is not well-known, has a poor reputation, or lacks verifiable evidence of industry standing and staff credibility. References are weak or unavailable. Clarification may be required. **(28 pts)** · **Very Poor (10 %):** The submission provides minimal or no	70

	credible information regarding the company's reputation or staff credibility and is not supported by evidence to demonstrate ability to comply with requirements. **(7 pts)** · **No Submission (0 %):** Information has not been submitted or is unacceptable. **(0 pts)**	
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. · **Excellent (100 %):** Impeccable management structure and robust, fully verified financial stability. World-class project controls (QA, risk frameworks) are in place. No subcontracting, or minimal, pre-vetted subcontracting with seamless integration. **(90 pts)** · **Good (90 %):** Solid management structure and strong, reliable financial standing. Effective project controls and clear quality procedures are in place. Subcontracting is limited, well-defined, and adequately managed. **(81 pts)** · **Satisfactory (70 %):** Adequate management structure but lacks depth. Financial capacity is stable but limited. Project controls are basic and functional. Significant subcontracting is proposed but has standard oversight. **(63 pts)** · **Poor (40 %):** Weak management structure with unclear accountability. Questionable financial stability or high liquidity risk. Controls are weak or ad-hoc. Extensive subcontracting is planned	90

	without clear oversight. Clarification required. **(36 pts)** · **Very Poor (10 %):** Minimal or confusing information on management and controls. High risk of financial instability. Core project delivery relies almost entirely on uncontrolled, unvetted subcontractors. **(9 pts)** · **No Submission (0 %):** Information has not been submitted or is unacceptable. **(0 pts)**	
1.3	Relevance of specialized knowledge and experience on similar engagements done in the region / country · Minimum 5 (five) years of relevant professional experience in designing and delivering training programmes, capacity development initiatives, workshops or other structured learning activities for professionals, community actors or other relevant stakeholders in Moldova or comparable contexts – 50 points, each additional year – 5 pts, up to a maximum of 60 points.	60
1.4	Relevant assignments successfully completed during the last 5 years: · Proven experience (minimum 2 (two) assignments of similar nature and/or complexity successfully completed during the last 5 (five) years (2 projects – 20 pts., each additional project – 5 pts., up to max **50 pts.**) · Additional **5 pts** for assignments covering mediation/conflict-resolution capacity development with supervised or practical community-level application, up to a maximum of **20 pts**.	70
1.5	Quality assurance procedures and risk mitigation measures · **Excellent (100 %):** Impeccable, certified Quality Assurance (QA) procedures (e.g., ISO) with highly detailed, project-specific quality control steps. The risk mitigation strategy is comprehensive, proactively identifying all key risks with concrete, highly viable mitigation measures. **(40 pts)** · **Good (90 %):** Strong, systematic QA procedures with clear monitoring and verification steps. The risk mitigation plan is robust, covering most major project risks with realistic and	40

	effective preventive actions. **(36 pts)** · **Satisfactory (70 %):** Adequate QA procedures but lacks specific details or external certifications. The risk mitigation strategy is standard and functional, but some minor risks are overlooked or mitigation measures are generic. **(28 pts)** · **Poor (40 %):** Weak or ad-hoc QA procedures with poor monitoring mechanisms. The risk mitigation plan is incomplete, fails to address critical project risks, or provides superficial mitigation measures. Clarification required. **(16 pts)** · **Very Poor (10 %):** Minimal or confusing information on quality control. Virtually no risk mitigation framework is present, exposing the project to high operational and delivery risks. **(4 pts)** · **No Submission (0 %):** Information has not been submitted or is unacceptable. **(0 pts)**	
1.6	Organization Commitment to Sustainability · Organization is compliant with ISO 14001 or ISO 14064 or equivalent – **(10 pts):** · Organization is a member of the UN Global Compact – **5 pts** · Organization demonstrates significant commitment to sustainability through some other means (for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues) – **5 pts**	20
	Total Section 1	**350**
Section 2. Proposed methodology approach and implementation plan		**Points obtainable**
2.1	Understanding of the requirement: Have the important aspects of the task been addressed in sufficient detail? Are the different components of the project adequately weighted relative to one another? · **Excellent (100 %)**: Requirements submitted and supported	80

	by excellent evidence of ability to support and exceed contract requirements **(80 pts)** · **Good (90 %):**Requirements submitted and supported by good evidence of ability to support and exceed contract requirements **(72 pts)** · **Satisfactory (70 %):**Requirements submitted and supported by satisfactory evidence of ability to support contract requirements **(56 pts)** · **Poor (40 %):**Requirements submitted and supported by marginally acceptable or weak evidence of ability to support contract requirement (Clarification may be required) **(32 pts)** · **Very poor (10 %):**Requirements submitted but not supported by evidence to demonstrate ability to comply with contract requirements **(8 pts)** · **No submission (0 %):** Requirements not submitted. **(0 pts)**	
2.2	Description of the Proposer's approach and methodology for meeting or exceeding the requirements of the Terms of Reference · **Excellent (100 %):** Methodology submitted and supported by excellent evidence of a highly robust, detailed, and directly relevant approach that demonstrates deep alignment with the subject matter and fully meets and exceeds all Terms of Reference requirements **(100 pts)** · **Good (90 %):** Methodology submitted and supported by good evidence of a clear, systematic, and strong approach to meet and exceed most Terms of Reference requirements **(90 pts)** · **Satisfactory (70 %):** Methodology submitted and supported by satisfactory evidence of a functional and standard approach to adequately meet all Terms of Reference requirements **(70 pts)** · **Poor (40 %):** Methodology submitted and supported by marginally acceptable or weak evidence of an approach to support Terms of Reference requirements; the methodology may be generic, superficial, or lacking logical flow (Clarification may be required) **(40 pts)** · **Very poor (10 %):** Methodology submitted but lacks credible detail, structure, or evidence to demonstrate a viable approach to comply with Terms of Reference requirements **(10 pts)**	100

	· **No submission (0 %):** Methodology has not been submitted, or is completely unacceptable and fails to address the Terms of Reference requirements **(0 pts)**	
2.3	Description of available performance monitoring and evaluation mechanisms and tools; how they shall be adopted and used for a specific requirement · **Excellent (100%):** Monitoring and evaluation framework submitted and supported by excellent, comprehensive evidence of highly effective performance tracking mechanisms and tools, with a detailed, tailored plan on how they shall be adopted and used for this specific requirement **(50 pts)** · **Good (90 %):** Monitoring and evaluation framework submitted and supported by good, clear evidence of systematic performance tracking tools and mechanisms, with a viable plan for their adoption and use under this specific requirement **(45pts)** · **Satisfactory (70 %):** Monitoring and evaluation framework submitted and supported by satisfactory, standard evidence of functional performance monitoring tools, though the plan for adapting them to this specific requirement may lack depth **(35 pts)** · **Poor (40 %):** Monitoring and evaluation framework submitted and supported by marginally acceptable or weak evidence; mechanisms and tools are generic, superficial, or lack a clear methodology for how they will be practically applied to this specific requirement (Clarification may be required) **(20 pts)** · **Very poor (10 %):**Monitoring and evaluation details submitted but lack credible structure, tools, or evidence to demonstrate how performance will be effectively tracked or evaluated **(5 pts)** · **No submission (0 %):**Performance monitoring and evaluation details have not been submitted, or the response is completely unacceptable and fails to address how performance will be measured **(0 pts)**	50
2.4	Assessment of the implementation plan proposed including whether the activities are properly sequenced and if these are logical and realistic · **Excellent (100 %):**Implementation plan submitted and supported by excellent, comprehensive evidence of a highly	70

	logical, realistic, and detailed activity sequence that fully ensures timely and successful project completion **(70 pts)** · **Good (90 %):**Implementation plan submitted and supported by good, clear evidence of a well-sequenced, logical, and feasible schedule of activities with highly realistic timelines **(63 pts)** · **Satisfactory (70 %):**Implementation plan submitted and supported by satisfactory evidence of a standard, functional schedule; activities are generally sequenced logically, though some timelines may lack optimization **(49 pts)** · **Poor (40 %):**Implementation plan submitted and supported by marginally acceptable or weak evidence; the proposed sequencing is superficial, contains logical gaps, or presents unrealistic timelines that risk project delays (Clarification may be required) **(28 pts)** · **Very poor (10 %):**Implementation plan submitted but lacks credible structure, logical sequencing, or evidence to demonstrate a realistic schedule of activities **(7 pts)** · **No submission (0 %):**No implementation plan has been submitted, or the response is completely unacceptable and fails to outline a viable schedule of activities **(0 pts)**	
	Total Section 2	**300**

Section 3. Management Structure and Key Personnel			**Points obtainable**
3.1	**1 (one) Team Leader/Community Mediation Programme Specialist**		**120**
	Master degree in Conflict Studies, Law, Social Sciences, International Relations, Development Studies, Public Administration, Psychology or another relevant field (bachelor's degree – 0 pts; master's degree or equivalent – 5 pts).	5	
	At least 3 similar successfully completed projects in a leading role, designing, managing or supervising mediation/dialogue/conflict-resolution	50	

	and/or capacity-development programmes proven by brief descriptions of project scope and outcome, and proofs of completion (3 projects – 40 pts., each additional project – 5 pts., up to max of 50 pts)		
	Proven experience in developing or supervising relevant training and professional development methodologies (2 assignments: up to 20 pts; each additional assignment: 5 pts, up to 30 pts).	30	
	Proven experience in multi-stakeholder coordination with public institutions, local authorities, civil society, professional bodies and community actors in Moldova (2 assignments – 10 pts, each additional assignment – 5 pts, up to 15 pts).	15	
	Previous demonstrated experience working with UN entities, international organizations or donor-funded programmes relevant to the assignment (limited/indirect evidence – up to 5 pts; clear relevant experience – up to 10 pts).	10	
	Language qualifications: • Romanian (mandatory): Fluent proficiency – 7 pts; • English: Working proficiency – 3 pts;	10	
3.2	**2 (two) Mediation Trainers** *(Both trainers shall be evaluated individually, and the average score shall apply)*		**180**
	Master's degree or higher in mediation, law, conflict resolution or conflict studies (Master's degree -5 pts, PhD – 10 pts).	10	
	Internationally recognized professional accreditation/certification as a mediator, issued by a recognized mediation training, accreditation, or professional body (e.g., IMI, CEDR, SIMI, or equivalent) (1 certification – 5 pts, each	15	

	additional certification – 5 pts, up to 15 pts).		
	At least 5 years of demonstrated professional experience as a mediation trainer, including delivery of initial and/or continuous professional training for mediators[1] and training for legal professionals, managers or other professional audiences. (5 years – 50 pts; each additional year – 5 pts, up to 75 pts).	75	
	Demonstrated involvement in mediator attestation, strategic development and/or institutional strengthening of mediation in Moldova. (yes - 15 pts, no – 0 pts.).	15	
	Demonstrated experience in the development or adaptation of mediation training programmes, curricula, studies, strategies, methodologies or other institutional/professional development products in the field of mediation (2 assignments – 40 pts, each additional assignment – 5 pts, up to 55 pts).	55	
	Language qualifications: • Romanian (mandatory): Fluent proficiency – 7 pts; • Russian: Working proficiency – 3 pts;	10	
3.3	**1 (one) Project Assistant**		**50**
	University degree in public administration, social sciences, international relations, economics, project management, development studies, communications or another relevant field (10 pts).	10	
	At least 2 years of professional experience in project implementation, administrative/programme support, community development, or capacity building (2 years – 10 pts; each additional year – 5 pts, up to 15 pts).	15	

	Experience supporting workshops, community activities, and field operations, including participant coordination, travel, venue logistics, accessibility arrangements, and preparation of activity materials (3 assignments – 10 pts; each additional assignment – 5 pts, up to 15 pts)	15	
	Language qualifications: • Romanian: Fluent proficiency – 5 pts; • English: Working proficiency – 3 pts; • Russian: Elementary proficiency – 2 pts;	10	
	Total Section 3		**350**

2.6 Section 6. Financial Evaluation

*1. **Financial Proposal**
Please provide the cost breakdown of your financial proposal as per Form K (Format for Financial Proposal) and instructions provided. Indicate the total amount here and make sure it matches with the total amount indicated line items.

Target: Cost breakdown provided

2.7 Section I-1.

2.8 Section I-2.

2.9 Section I-3.

3 PART: Schedule of Requirement and Price Schedule

Instructions

The proposer is required to prepare the Financial Proposal following the format from Forms J and K and submit them in an envelope separate from the Technical Proposal (Forms A-I) as indicated in the Instruction to Proposers (these forms shall be duly uploaded under the Commercial Section 6 in "Requirements"). The inclusion of any financial information in the Technical Proposal (Forms A-I) shall lead to disqualification of the Proposer.

Additionally, the Proposer shall complete the item line pricing below including the total proposal amount.

The Financial Proposal should align with the requirements of the Terms of Reference and the proposer's Technical Proposal.

The proposer shall select the applicable currency of proposal: MDL (Moldovan Leu) for local suppliers and USD (US Dollars) for international suppliers.

3.1 Line Information

Line Description	Category	Item	UOM	Requested Quantity	Unit Price	Total Price	Additional Attributes
1-D1_Approved inception and Chisinau pilot-design package	Training planning, facilitation and delivery services						

Line Description	Category	Item	UOM	Requested Quantity	Unit Price	Total Price	Additional Attributes
2-D2_Chisinau pilot completed for 20 participants	Training planning, facilitation and delivery services						
3-D3_Regional scale-up completed for 80 mediators	Training planning, facilitation and delivery services						
4-D4_Sustainability and scale-up roadmap	Training planning, facilitation and delivery services						

*For Additional Attributes of lines, please review the negotiation lines from supplier portal.