



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **8 February 2014**

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**Country:** Republic of Moldova

**Description of the assignment:** National Consultant on Anti-corruption in Education

**Project name:** Joint Integrated Local Development Programme

**Period of assignment/services:** Starting from February 2014, estimated workload up to 45 days during 18 months.

Proposals should be submitted **on-line** by pressing "Apply on-line" link, no later than **19 February 2014**.

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: [constantin.elisei@undp.org](mailto:constantin.elisei@undp.org). UNDP will respond by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all applicants.

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### 1. BACKGROUND

Within the broad agreement on the UN assistance priorities in Moldova, Government of Moldova in partnership with the UNDP and UN Women are implementing the Joint Integrated Local Development Programme (JILDP) funded by the Governments of Denmark and Sweden. The Programme purpose is to support better and equitable service provision and sustainable local development, facilitated by the improved legal and institutional framework resulting from the implementation of the National Decentralization Strategy.

The Programme is providing central and local public authorities with the support mechanism to implement the national decentralization priorities, and is following two direct objectives:

- To support the Government in improving the policy and legal framework as mandated by the National Decentralization Strategy to ensure local autonomy, availability of resources, and more effective local management for better and equitable service provision.
- To improve the capacity of Local Public Authorities (LPA) to deliver efficient, equitable and accessible local public services, to facilitate sustainable development and foster social inclusion.

The interventions at the local level (20 target communities) will aim at developing models of operational local governments - 'champions of change' – by providing support to implement

changes in the operation and structure of local governments in line with the changes brought by the Decentralization strategy. At the local level the JILDIP key focus is on development of capacities of local authorities on rights based and gender responsive development. At the community level the JILDIP works to enhance capacities of the local community members in articulating and voicing their needs to equally participate and benefit from the development initiatives.

For many years corruption has been seen as one of the major cross-cutting development constraints. Various international rankings testify the high levels of corruption perceptions in Moldova. As acknowledged in the National Anticorruption Strategy, along with health, education is one of the social areas most affected by corruption. *The increase of formal parental contributions and informal payments* (total sum of informal payments in the educational system is around 22ml USD, representing around 16% of the budget allocated for education in 2013), as well as other corrupt practices (like bribing and plagiarism) has significantly affected the *quality of education* while *entrenching the existing inequalities* in the education system.

The proposed intervention will tackle the issues of corruption in the education system by crowd-sourcing youth perspectives on the issue that could be prototyped and potentially scaled up at the national level in Moldova. The envisioned activities will complement and bring added-value to the broader JILDIP community mobilization for empowerment effort in 20 rural communities of Moldova, will also build on the current reform efforts aimed at modernizing the country's education system as laid out in the recent strategies by the Ministry of Education of Moldova. This specific anticorruption initiative is implemented with the financial support of the UNDP's Global Thematic Programme on Anti-Corruption for Development Effectiveness (PACDE)

## **2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK**

The JILDIP/UNDP seeks a national consultant on anti-corruption in education (hereinafter national consultant) to support the senior consultant in developing conceptually and ensure the implementation of youth-centered anticorruption activities in education using innovative tools in 20 rural communities in Moldova.

For detailed information, please refer to Annex 1 – Terms of Reference.

## **3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS**

### Academic Qualifications:

- MA and in Sociology, Public Administration, Public Policy, Education, Social Science, Law or other relevant fields

### Experience:

- Minimum 3 years of proven experience of analysis and research in the field of sociology, public administration, education, multi-disciplinary studies, anticorruption policies or other relevant fields
- Previous working experience in the field of national anticorruption policies and education policies
- Knowledge of the Moldovan development context, specifically with regard to the decentralization and local development reforms

## Competences:

- Robust analytical and writing skills
- Demonstrated capacity of team work
- Ability to produce deliverables in due time and within cost and quality standards
- Proficiency in computer applications (Windows, MS Office, IE, Outlook)
- Strong interpersonal and communication skills
- Sensitivity and respect for human rights and gender equality
- Fluency in Romanian, Russian and English (written & oral).

## **4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS**

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal explaining why they are the most suitable for the work;
2. Financial proposal;
3. Personal CV including past experience in similar projects and at least 3 references, or dully filled Personal History Form P11

## **5. FINANCIAL PROPOSAL**

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown (fee per day \* days) of this lump sum amount (including fee, taxes, per diems, and number of anticipated working days).

### **Travel**

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

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

## **6. EVALUATION**

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

- MA and in Sociology, Public Administration, Public Policy, Education, Social Science, Law or other relevant fields
- Minimum 3 years of proven professional experience, including of analysis and research, in the field of sociology, public administration, education, multi-disciplinary studies, anticorruption policies or other relevant fields

The short-listed individual consultants will be further evaluated based on the following methodology:

Cumulative analysis

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:

- responsive/compliant/acceptable, and
- having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

\* Technical Criteria weight – 60% (300 pts);

\* Financial Criteria weight – 40% (200 pts).

Only candidates obtaining a minimum of 210 points would be considered for the Financial Evaluation.

| <b>Criteria</b>   | <b>Scoring</b>  | <b>Maximum Points Obtainable</b> |
|---|---|----------------------------------|
| <b><u>Technical</u></b>   |   |                                  |
| MA and in Sociology, Public Administration, Public Policy, Education, Social Science, Law or other relevant fields  | <i>MA – 30 pts<br/>PHD – 50 pts</i>   | <b>50</b>                        |
| Minimum 3 years of proven of professional experience, including analysis and research in the field of sociology, public administration, education, multi-disciplinary studies, anticorruption policies or other relevant fields | <i>3 years -40 pts; more than 3 years – 10 pts for each additional year, maximum 80 pts</i> | <b>80</b>                        |
| Previous work experience in anticorruption field  | <i>each year of such experience - 10 pts., up to - 60 pts.</i>                              | <b>60</b>                        |
| Training expertise in anticorruption, education policies, including elaboration of training materials and delivery  | <i>each year of such experience - 10 pts., up to - 50 pts.</i>                              | <b>50</b>                        |
| Previous experience with international organization/companies   | <i>each year of such experience - 10 pts., up to - 30 pts.</i>                              | <b>30</b>                        |
| Fluency in English, Romanian and Russian orally and in writing  | <i>Romanian and Russian – 10 pts each;<br/>English – 10 pts</i>                             | <b>30</b>                        |
| <b>Maximum Total Technical Scoring</b>  |   | <b>300</b>                       |
| <b><u>Financial</u></b>   |   |                                  |

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| Evaluation of submitted financial offers will be done based on the following formula:<br><b><math>S = F_{min} / F * 200</math></b><br>S – score received on financial evaluation;<br>Fmin – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round;<br>F – financial offer under consideration. | <b>200</b> |
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### Winning candidate

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

### **ANNEXES:**

**ANNEX 1 – TERMS OF REFERENCES (TOR)**

**ANNEX 2 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**