



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

**Date: 28 September 2015**

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**Country:** Republic of Moldova

**Description of the assignment:** International Consultant on Solid Biomass Regulatory Framework and Policy Development

**Project name:** Moldova Energy and Biomass Project

**Period of assignment/services:** 19 October 2015 – 08 December 2015 (25 days of consultancy)

Proposals should be submitted online by pressing the "Apply Online" button, no later than **12 October 2015**.

Requests for **clarification only** must be sent by standard electronic communication to the following e-mail: [mihail.maciuca@undp.org](mailto:mihail.maciuca@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

The first phase (2011-2014) of the Moldova Energy and Biomass Project (MEBP) with a budget of 14.56 million EUR project, funded by the European Union and UNDP and implemented by UNDP, contributed to a more secure, competitive and sustainable energy production in the Republic of Moldova through targeted support to the most viable and readily available local source of renewable energy, which is biomass from agricultural wastes.

In 2015 the Project entered its second phase in the framework of the Eastern Partnership Integration and Cooperation (EaPIC) programme, based on its continued high relevance and the clearly identified need to further support the consolidation of the emerging biomass market in the country. The extension timeframe spans until the end of 2017 with additional EU-funding of 9.41 million EUR.

One of the centerpieces of MEBP activities is to support developing the local legal and policy framework that would be prone to establishing a competitive basis for biomass market. Moldova is a net importer of energy products and a predominantly agricultural country where solid biomass potential could have an immediate application if proper policies and frames exist. Supporting local biomass production through legal, financial and institutional instruments is one of the priorities of Government of Moldova (GOM) has set in its 2030 National Energy Development Strategy.

The first efforts to create systematic supply and demand started in early 2011 when MEBP 1 was launched. GOM through Ministry of Economy (MOE) established Energy Efficiency Department to develop policies and Agency for Energy Efficiency (AEE) to implement those policies through coordination and attraction of donor assistance, managing that assistance, coordinating and synergizing various sectors, players and value chains oriented to produce competitive and reliable renewable products and systems.

Various efforts have been undertaken during the last years in order to:

- Align Moldovan legislation with EU *acquis communautaire*,
- Promote various renewable initiatives in the country,
- commit to ambitious renewable targets within National Energy Sector Development Strategy, etc.

Despite some progress, biomass potential isn't fully explored and remains vulnerable to market variations and non-functioning systems like legal support, subsidies, competitive and affordable finances, associative representation and lobbying, access to technical assistance, know-how and technology, etc.

In an effort to cover the legislative and policy gap, MEBP launches gap analysis activities through international expertise in order to identify existing constraints as well as to determine the mid- and long-term initiatives that would ensure sector development.

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

The overall objective of the assignment is to analyze the existing legislation and policies and to determine the gaps and the interventions necessary to boost solid biomass sector development. In close liaison with AEE, MOE and MAFI (Ministry of Agriculture and Food Industry) the consultant will look to identify current gaps and to understand the perspectives of solid biomass market development. Upon carrying out the assessment, the consultant will come up with recommendations for suggested interventions and initiatives that are necessary to sustain the existing and future development needs.

More specifically the International Consultant on Solid Biomass Regulatory Framework and Policy Development will be required to perform the following tasks:

- Review existing biomass and renewable legislation and policies to determine EU compliance;
- Identify areas that require interventions stemming from the local environment and needs;
- Recommend areas and possible instruments for future intervention and support;
- Assess various existing subsidy mechanisms and come up with new development scenarios (if necessary);
- Assess associative representation of the sector and identify legal instruments to promote cooperation and sector lobbying;
- Assess existing dialog platforms between the private sector and GOM and recommend how the interaction and communication could be improved;
- Determine a list of priority actions for GOM for further consolidation and development of solid biomass market for the next 24 months.

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

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

### **I. Academic Qualifications:**

- Master degree in the field of Energy Engineering, Economy, Business or Public Administration or related-fields

### **II. Experience:**

- At least 7 years of experience in energy/environment policy development
- Minimum 3 years of international consulting experience in the field of renewable energy

### **III. Competencies:**

- Demonstrated knowledge of EU biomass market regulatory field;
- Hands-on experience in solid biomass projects;
- Extensive research and analytical skills;
- Good knowledge of and experience in the region, in particular in CIS countries is an advantage;
- Excellent command of written and spoken English is required. Knowledge of Romanian or Russian is an advantage.
- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

## **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 (up to 2 pages);
- Provide a brief methodology on how they will approach and conduct the work (up to 2 pages);

2. Financial proposal;

3. Personal CV (P11 form) including past experience in similar projects and at least 3 references.

## 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 of this lump sum amount (including travel 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.

Two missions to Chisinau, Moldova are envisaged under the current assignment.

## 6. EVALUATION

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

- Master degree in the field of Energy Engineering, Economy, Business or Public Administration or related-fields;
- At least 7 years of experience in energy/environment policy development;
- Minimum 3 years of international consulting experience in the field of renewable energy.

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:

- a) responsive/compliant/acceptable, and
- b) 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>Technical Evaluation Criteria</b>	<b>Scoring</b>	<b>Maximum Points Obtainable</b>
Master degree in the field of Energy Engineering, Economy, Business or Public Administration or related-fields	Master degree – 20; PhD – 30 pts	30
At least 7 years of experience in energy/environment policy development	7 years – 30 pts; add 5 pts. for each additional year up to max. 50 pts	50

Minimum 3 years of international consulting experience in the field of renewable energy markets	3 years – 30 pts; add 5 pts. for each additional year up to max. 50 pts	50
<b>Interview</b>		
Demonstrated knowledge of EU biomass market regulatory field	limited – <10 pts, satisfactory – <25 pts, extensive – <40 pts.	40
Hands-on experience in solid biomass projects	limited –<10 pts, satisfactory – <25, extensive – <40 pts.	40
Extensive research and analytical skills	limited –<5 pts, satisfactory – <15 pts., extensive – <30 pts.	30
Good knowledge of and experience of in the region, in particular in CIS countries is a strong advantage	limited –<5 pts, satisfactory – <15, extensive – <30 pts.	30
An excellent command of written and spoken English is required. Knowledge of Romanian and/or Russian is a strong asset	Fluency in English – 15 pts., knowledge of Russian and/or Romanian – add 15 pts	30
<b>Maximum Total Technical Scoring</b>		<b>300</b>
<b>Financial Evaluation Scoring</b>		
Evaluation of submitted financial offers will be done based on the following formula: <b><math>S = F_{min} / F * 200</math></b> S – score received on financial evaluation; Fmin – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round; F – financial offer under consideration.		<b>200</b>

#### 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**