



RFP26/03235: Company/NGO/Consortium to Design and Implement a Non-Cash Support Mechanism(s) for Companies Engaged in Waste Management and Recycling Activities

United Nations Development Programme, hereinafter referred to as UNDP, through "**Enabling an Inclusive Green Transition in the Republic of Moldova**" Project, hereby invites prospective proposers to submit a proposal to **Design and Implement a Non-Cash Support Mechanism(s) for Companies Engaged in Waste Management and Recycling Activities**.

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

- **Form L:** Proposal Security

A Pre-proposal conference Will be conducted by UNDP:
Time and time zone: 11:00 (GMT +3 / Moldova local time)
Date: 7 May 2026
Venue: Zoom

Interested bidders should register for the conference. To facilitate the registration, prospective bidders are required to send the names and email addresses of their authorized representatives using the "Messages" section in Quantum no later than **6 May 2026**. In case bidders face any technical difficulties with Quantum platform, they shall send the above-mentioned information to the following email address: sc.md@undp.org.

Please ensure that the subject of the email message is marked as 'PRE-BID CONFERENCE FOR RFP26/03235.

The Pre-bid conference is not mandatory but highly recommended.

Minutes of the Pre-proposal conference will be disseminated by:

Direct communication to prospective Bidders by email and posting directly in Quantum and on the below tender websites:
[UNDP Moldova tenders](#), [UNDP Procurement Notices](#) and [UNGM](#).

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-00978**. 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 | RFP26/03235: GT/Non-Cash Support Mechanism(s) for Waste Management |
| E-Mail | sc.md@undp.org |
| Financial Offer Sealed | Yes |
| Reference Number | PRC0170791/RFP26/03235 |
| Beneficiary Country | MDA |

Introduction

RFP26/03235: Company/NGO/Consortium to Design and Implement a Non-Cash Support Mechanism(s) for Companies Engaged in Waste Management and Recycling Activities

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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 23/04/26 14:09 PM
Close Date 21/05/26 13:30 PM
Time Zone Coordinated Universal Time

1.3 Terms

Negotiation Currency USD (US Dollar)

1.4 Attachments

| File Name or URL | Type | Description |
|--------------------------------|------|-------------|
| FORM K | File | |
| RFP_26_03235_Non Cash Support | File | |
| SECTION 5 - Terms of Reference | File | |
| SECTION 6 & 7 - Bidding 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*

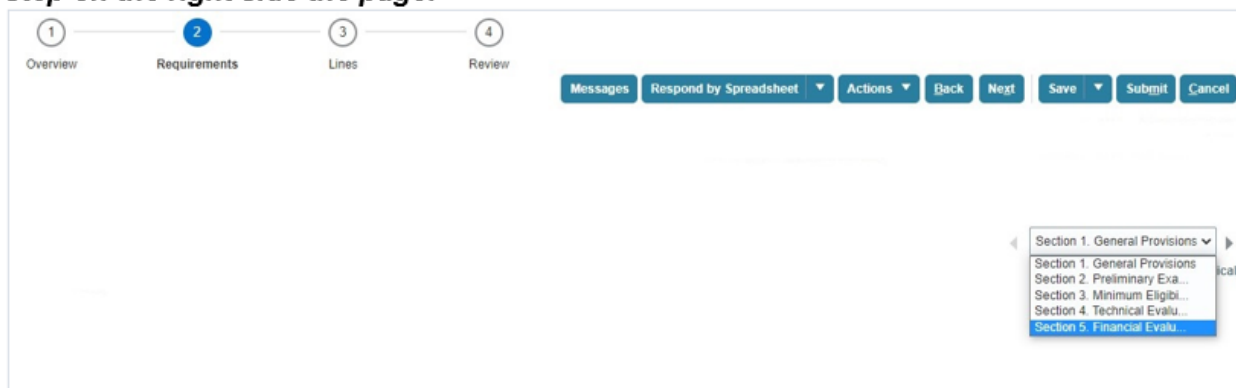
Dear supplier,

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?

***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?

***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. 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.**

***4. Proposal Security**

Please provide Proposal Security (as per Form L) –copy to be submitted with the proposal via Quantum, submitted in original not later than 10 (ten) days after the submission deadline from tender deadline at the address indicated in Section 3 above

Target: Proposal Security Submitted

***5. Company profile**

Please provide a 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.

***6. Legal documents**

Please provide Certificate of Incorporation/ Business Registration.

7. 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.

8. Official Letter of Appointment or Power of Attorney

Please provide an Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country or the Power of Attorney.



Response attachments are optional.

***9. Tax Registration/Payment Certificate**

Please provide 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

***10. 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 (2022-2024)

Target: Financial Statements provided

***11. Statement of Satisfactory Performance**

Please provide the Statements of Satisfactory Performance (references) from the Top three 3 Clients' statements confirming satisfactory performance by the Proposer, each JV partner/Subcontractor (if the case)

Target: Statement of Satisfactory Performance provided

12. Copy of preliminary Agreement

Please upload a Copy of preliminary Agreement in case of Consortium

Response attachments are optional.

***13. 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. The methodology shall include item-by-item commentary on Components requirements, demonstrating the substantial responsiveness of the proposal to the requirements

Target: Methodology, Approach and Implementation Plan provided

***14. Copies of contracts;**

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

***15. CVs and Statements of Exclusivity and Availability**

Please provide 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 Section 4: Evaluation Criteria), including experience relevant to the required skills

Target: CVs and Statements of Exclusivity and Availability provided

16. Environmental Compliance Certificates

Please provide Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidence of the Proposer's practices which contributes to the ecological sustainability of reduction of environment impact (e.g., use of non-toxic substances, recycled raw materials, energy-efficient equipment, reduced carbon emission, etc.)

17. Quality Certificate

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

2.3 Section 3. Evaluation Criteria - Minimum Eligibility



1.

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 |
| 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, is 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.

| 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 |



| | |
|---|--|
| <p>Previous Experience:</p> | |
| <p>The bidders shall demonstrate minimum of five (5) years of experience in the area of business support and development services. (For international bidders, the assessment of experience shall be based on the bidder's core business activities and demonstrated track record, as evidenced by company registration documents, portfolio descriptions, and relevant contracts or references, irrespective of the country of registration.</p> <p>For national bidders, the assessment shall be based on relevant assignments implemented within the country or region, as evidenced by similar documentation.)</p> <p><i>(For JV/Consortium/Association, the Lead Partner should meet requirement).</i></p> | <p>Form F: Eligibility and Qualification</p> |
| <p>The bidder has to provide minimum 3 (three) contracts, with a cumulative value of USD 650,000, in the area of business support (funds/grant administration) envisaging provision of trainings/coaching/mentoring and/or procurement of goods/services/works for the final beneficiaries (start-ups, SMEs, social entrepreneurship) implemented within the past 5 (five) years (2025-2020).</p> <p>Collectively, the contracts submitted must demonstrate experience in both: capacity building activities, including training, coaching, and/or mentoring; and procurement and management of non-cash support, including goods, services, and/or works for final beneficiaries.</p> <p>Accordingly: - At least one (1) contract must include capacity building components; - At least one (1) contract must include procurement of goods, services, and/or works</p> | <p>Form F: Eligibility and Qualification</p> |



| | |
|---|--|
| <p>for beneficiaries; - The contracts may be presented as a mix (some focusing on capacity building, others on procurement, or a combination of both).</p> <p>At least one (1) of the submitted and described contracts must have been implemented in the Republic of Moldova, demonstrating familiarity with the national institutional, regulatory, operational context in Republic of Moldova.</p> <p>The Bidder shall provide a list and copies of relevant contracts indicating, for each contract, the title and reference, contracting authority or donor, implementation period, country of implementation, target beneficiary groups, contract value (USD), scope of services (capacity building, procurement, or both), and the Bidder's role (Lead Partner or consortium member).</p> <p><i>(For JV/Consortium/Association, all partners cumulatively should meet requirement, with Lead partner having completed at least one of the submitted contracts).</i></p> | |
| <p>Minimum Key Personnel:</p> | |
| <p>The minimum personnel mandatory for the implementation of the contract:</p> <ol style="list-style-type: none"> 1. Project Manager 2. Project Officer 3. Trainer/Capacity-Building Expert | <p>Duly signed CVs and Statements of Exclusivity and Availability, including any other supporting documents, attached to Form H: Format for Technical Proposal</p> |



| | |
|---|--|
| <p>4. Financial Officer</p> <p>5. Procurement Officer</p> <p>6. Waste&Circular Economy Technical Expert:</p> <p><i>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.</i></p> <p><i>(For JV/Consortium/Association all Parties should meet requirement cumulatively).</i></p> | |
| <p>Financial Standing:</p> | |
| <p>Liquidity: Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability.</p> <p>UNDP will check the financial accounts to compute the current ratio (CR).</p> <p>If CR is less than 1: UNDP shall verify financial capacity of the bidder and has the authority to seek references from concerned parties & banks on the bidder' financial standing. UNDP has the right to reject any bid if submitted by a contractor whom investigation leads to a result that the bidder is not financially capable and/or had serious financial problems.</p> <p><i>(For JV/Consortium/Association, all Parties should meet</i></p> | <p>Copy of audited financial statements for the last 3 (three) years.</p> <p>Form F: Eligibility and Qualification</p> |



| | |
|--|--|
| <i>requirement cumulatively).</i> | |
| <p>Turnover: Bidder should have average sales turnover of minimum USD 500,000.00 for the last 3 (three) years.</p> <p><i>(For JV/Consortium/Association, all Parties should meet requirement cumulatively).</i></p> | <p>Copy of audited financial statements for the last 3 (three) years.</p> <p>Form F: Eligibility and Qualification</p> |

***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

| Summary of technical proposal evaluation sections | | Points obtainable |
|---|--|-------------------|
| 1. | Proposer's qualification, capacity and experience | 250 |
| 2. | Proposed methodology, approach and implementation plan | 400 |
| 3. | Management structure and key personnel | 350 |



| | | | |
|---|--|--------------------------|-------------|
| | | Total: | 1000 |
| Section 1. Proposer's qualification, capacity and experience | | Points obtainable | |
| 1.1 | <p>Reputation of organisation and staff credibility / reliability / industry standing</p> <p>Organization / Company profile – 20 points:</p> <ul style="list-style-type: none"> • Excellent: Organization and staff have an outstanding reputation, proven reliability, and a strong company profile supported by verifiable references and achievements: 20 pts • Good: Organization and staff have a very good reputation and reliability, with strong references and a solid company profile: 18 pts • Satisfactory: Organization and staff have a good reputation and reliability, with adequate references and company profile: 14 pts • Poor: Organization and staff have limited reputation and reliability; references and company profile are weak or incomplete: 8 pts. • Very Poor: Organization and staff have very little reputation or credibility; references are minimal or questionable: 2 pts. • No submission: No information provided or completely unacceptable: 0 pts. | 20 | |
| 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> <ul style="list-style-type: none"> • Experience in (public/business association, public/business support organization, public/business development service provider, etc.) (5 years – 20 pts, 5 | 40 | |



| | | |
|------------|--|------------|
| | <p>pts for each additional year, up to 30 pts)</p> <ul style="list-style-type: none"> • Project management controls and organigram (up to 10 pts.) | |
| <p>1.3</p> | <p>Relevance of specialised knowledge and experience on similar engagements done in the region / country.</p> <ul style="list-style-type: none"> • Relevant experience in providing consulting, business support and training, mentoring, coaching services to private sector in Moldova (less than 5 years - 0 pts, 5 years - 15 pts, 5 pts for each additional year up to maximum 40 pts); • Proven experience in procurement of goods and services for final beneficiaries (1 contract /project/assignment - 15 pts, 5 pts for each additional contract up to maximum 40 pts); • Demonstrated operational experience in delivering consulting, capacity-building, training, event management services in the context of economic development, business innovation and sustainability and private sector development (1 contract/project/assignment- 10 pts, 5 pts for each additional contract/project/assignment up to 40 pts). • Proven experience in integrating Gender Equality and Women's Empowerment (GEWE) into capacity-building and/or business support programmes, ensuring that all interventions are gender-responsive and inclusive. (1 contract/project/assignment - 10 pts, 5 pts for each additional contract, up to 30 pts) | <p>160</p> |



| | | |
|---|--|-------------------------|
| | <ul style="list-style-type: none"> • Previous proven experience of working with UNDP and/or other international development partners and capacity to properly manage a contract under a donor funded effort is an advantage (No – 0 pts, Yes – 10 pts) | |
| 1.4 | <p>Organizational Commitment to Sustainability:</p> <ul style="list-style-type: none"> • Organization is compliant with ISO 14001 or ISO 14064 or equivalent – (no – 0 pts., yes – 10 pts.); • Organization is a member of the UN Global Compact - (no – 0 pts., yes – 10 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, membership in Business Membership Organisations supporting SMEs sector, overall gender balance in the team, diversity within the team: people from minority, vulnerable or marginalized groups are part of the team, demonstrated experience in applying the Human Rights Based Approach and Gender Mainstreaming in the area (if relevant) - (no – 0 pts., yes – 10 pts.). | 30 |
| Total Section 1: | | 250 |
| Section 2. Proposed methodology approach and implementation plan | | Pointsobtainable |
| 2.1 | <p>To what degree does the Proposer understands the objectives, scope, and requirements of the assignment?:</p> <ul style="list-style-type: none"> • Excellent Understanding: The proposer demonstrates a comprehensive and in-depth understanding of the assignment, objectives, and expected results; proposal fully reflects ToR requirements and provides strong evidence of the ability to meet and exceed them. 100 pts. • Good Understanding: The proposer demonstrates a good understanding of the assignment; proposal addresses ToR requirements well and provides adequate evidence of capacity to | 100 |



| | | |
|-----|--|-----|
| | <p>deliver. 90 pts.</p> <ul style="list-style-type: none"> • Satisfactory Understanding: The proposer demonstrates a general understanding of the assignment; proposal addresses most ToR requirements but with some gaps or limited supporting evidence. 70 pts. • Poor Understanding: The proposer shows limited understanding of the assignment; proposal addresses ToR requirements superficially and provides weak supporting evidence. 40 pts. • Very poor Understanding: The proposer shows very little understanding of the assignment; proposal largely fails to address ToR requirements 10 pts. • No submission: Information has not been submitted or completely unacceptable: 0 pts | |
| 2.2 | <p>Is the proposal clear, and is the sequencing of activities logical, realistic, and conducive to efficient implementation?</p> <ul style="list-style-type: none"> • Excellent (100 pts): The proposal is clear, well structured, and presents a logical, realistic, and well-sequenced implementation plan. Human and material resources are appropriately allocated and support efficient delivery. • Good (90 pts): The proposal is clear and structured, with a generally realistic sequence of activities and adequate resource allocation. Minor adjustments could enhance efficiency. • Satisfactory (70 pts): The proposal presents an acceptable structure and activity sequence but includes gaps or assumptions that may affect efficient implementation. • Poor (40 pts): The proposal lacks clarity and coherence in activity sequencing and resource allocation, raising concerns about feasibility. • Very Poor (10 pts): The proposal is poorly structured, with unrealistic sequencing and insufficient resources. • No submission / Unacceptable (0 pts): No implementation | 100 |



| | | |
|-----|---|-----|
| | plan provided or submission is unacceptable. | |
| 2.3 | <p>To what extent are quality assurance procedures and risk mitigation measures adequately defined?</p> <ul style="list-style-type: none"> • Excellent (100 pts): Quality assurance and risk mitigation mechanisms are clearly defined, comprehensive, and fully integrated into the implementation approach, addressing all relevant technical, operational, and fiduciary risks. • Good (90 pts): Quality assurance and risk mitigation measures are well defined and cover most relevant risks, with minor gaps that do not significantly affect robustness. • Satisfactory (70 pts): Quality assurance and risk mitigation measures are outlined but lack sufficient detail or coverage of key risks. • Poor (40 pts): Quality assurance and risk mitigation measures are weak, incomplete, or insufficiently linked to implementation risks. • Very Poor (10 pts): Mechanisms are largely inadequate, missing critical elements and failing to address major risks. • No submission / Unacceptable (0 pts): No quality assurance or risk mitigation measures provided or submission is unacceptable. | 100 |
| 2.4 | <p>To what extent does the proposal demonstrate operational capacity and feasibility for managing non-cash support and procurement in compliance with UNDP rules?</p> <ul style="list-style-type: none"> • Excellent (100 pts): The proposal demonstrates a very strong and practical operational approach to managing non-cash support, including clear procurement workflows, roles and responsibilities, internal controls, documentation, and coordination mechanisms with beneficiaries and UNDP. The approach fully aligns with UNDP procurement rules, fiduciary standards, and risk management requirements, with clear | 100 |



| | | |
|--|---|-------------------|
| | <p>measures to ensure transparency, accountability, and audit readiness.</p> <ul style="list-style-type: none"> • Good (90 pts): The proposal demonstrates a sound and realistic operational approach to non-cash support and procurement management, aligned with UNDP rules. Minor gaps or clarifications may be needed, but overall feasibility, compliance, and control mechanisms are clearly addressed. • Satisfactory (70 pts): The proposal demonstrates an acceptable operational approach; however, some aspects of procurement management, compliance, or coordination require further clarification or strengthening to ensure full alignment with UNDP standards. • Poor (40 pts): The proposal presents a weak operational approach, with significant gaps in procurement planning, compliance mechanisms, internal controls, or beneficiary coordination, raising concerns about feasibility and fiduciary risk. • Very Poor (10 pts): The proposal does not demonstrate an adequate operational capacity to manage non-cash support and procurement in compliance with UNDP rules, with critical elements missing or unclear. • No submission / Unacceptable (0 pts): Information is missing or does not allow assessment under this criterion. | |
| Total Section 2 | | 400 |
| Section 3. Management Structure and Key Personnel | | Points |
| | | Obtainable |
| Project Manager | | 90 |



| | | |
|--|----|-----------|
| University degree in business administration, marketing, finance, management, economics, project management, environmental science, or another relevant field (No - 0 pts, Bachelor's degree - 5 pts, Master's degree or higher - 10 pts) | 10 | |
| Demonstrated experience(years) managing multidisciplinary projects with relevance to SMEs development, start-ups, access to finance, economic empowerment. (3 years - 10 pts, each additional year - 5 pts, up to a maximum of 20 pts) | 20 | |
| Demonstrated experience integrating Gender Equality and Women's Empowerment (GEWE) principles into project management and programme implementation, including gender-responsive interventions, stakeholder engagement, inclusive stakeholder engagement and capacity-building. (None - 0 pts, 1 assignment/project - 10 pts, each additional assignment/project - 5 pts, up to a max. of 20 pts) | 20 | |
| Proven experience in designing and/or implementing business support programmes for MSMEs, including in areas such as circular economy, waste management, recycling, resource efficiency, green technologies, or industrial modernization. (e.g. grant programmes, technical assistance schemes, accelerator/incubator programmes, innovation challenges, MSME support schemes) (None - 0 pts, 1 contract/project/assignment - 10 pts, each additional contract/project/assignment - 5 pts, up to a max. of 20 pts) | 20 | |
| Previous experience working on projects funded by international organizations or donors (e.g. UNDP EU, World Bank, GIZ, SIDA etc.) (No - 0 pts, Yes - 10 pts) | 10 | |
| Proficiency (at C1/C2 level acc. to CEFR standard) in English and/or Russian is considered an advantage. (English - 5 pts, Russian - 5 pts; up to a maximum of 10 pts) | 10 | |
| Project Officer | | 70 |
| University degree in business administration, marketing, finance, management, economics, project management, environmental science, or another relevant field (No degree - 0 pts, Bachelor's degree or higher - 10 pts) | 10 | |
| Proven experience in coordinating day-to-day project activities, including stakeholder engagement, event management, logistical support, and support to monitoring and evaluation activities. (each project/contract- 10 pts, up to a maximum of 30 pts). | 30 | |
| Relevant experience in designing or delivering capacity development initiatives within entrepreneurship, circular economy, recycling, green innovation, or MSME support programmes. (each project/contract- 10 pts, up to a maximum of 20 pts). | 20 | |
| Proficiency (at C1/C2 level acc. to CEFR standard) in English and/or Russian is considered an advantage. (English - 5 pts, Russian - 5 pts; up to a maximum of 10 pts) | 10 | |
| Trainer/Capacity-Building Expert | | 50 |
| Proven experience (demonstrated through contracts) in facilitating training programmes, workshops, curriculum development, or other learning activities related to business development, entrepreneurship, MSME support, innovation, financial literacy, | 20 | |



| | | |
|---|----|-----------|
| and/or organisational development, including—where relevant—the integration of sustainability, green solutions, eco-innovations, circular economy, climate, or resource-efficiency aspects. (each contract – 10 pts, up to a maximum of 20 pts) | | |
| Ability (demonstrated through contracts) to provide personalised coaching, mentoring and practical advisory support on integrating environmental and climate considerations into business models, production processes, or organisational strategies. (each contract – 10 pts, up to a maximum of 20 pts) | 20 | |
| Proficiency (at C1/C2 level acc. to CEFR standard) in English and/or Russian is considered an advantage. (English – 5 pts, Russian – 5 pts; up to a maximum of 10 pts) | 10 | |
| Financial Officer/Accountant | | 50 |
| Practical experience in accounting/financial management (3 years - 10 pts, each additional year - 5 pts, up to 15 pts) | 15 | |
| Proven experience, demonstrated through relevant contracts or assignments, in implementing financial management activities/tasks under donor-funded or public projects, including budget tracking, financial reporting, payment processing, and reconciliation. (each contract – 10 pts, up to a maximum of 20 pts) | 20 | |
| Proficiency at minimum C1/C2 level (CEFR) in Romanian, Russian, and/or English is considered an advantage. (Romanian - 5 pts, English – 5 pts, Russian – 5 pts; max 15 pts) | 15 | |
| Procurement Officer | | 50 |
| Demonstrated practical experience, evidenced by relevant contracts/assignments, in procurement and acquisition of goods and services, including preparation of tender documentation, bid evaluation, contract management, and supplier coordination under public or donor-funded projects. (no contracts - 0 pts, 1 contract/project/assignment – 10 pts, each additional contract - 5 pts, up to a maximum of 20 pts) | 20 | |
| Proven experience, evidenced by relevant contracts/assignments, working within the procurement regulatory and operational framework of the Republic of Moldova, including application of national procurement rules, procedures, thresholds, and documentation requirements. (No - 0 pts; Yes - 10 pts) | 10 | |
| Demonstrated knowledge and practical application of international procurement best practices and donor procurement principles (e.g. UNDP, EU, World Bank or equivalent), evidenced by relevant contracts/assignments, including transparency, competition, value-for-money, and compliance requirements. (No - 0 pts; Yes - 10 pts) | 10 | |
| Proficiency (at C1/C2 level acc. to CEFR standard) in English and/or Russian is considered an advantage. (English – 5 pts, Russian – 5 pts; up to a maximum of 10 pts) | 10 | |
| Waste&Circular Economy Technical Expert | | 40 |



| | |
|---|----|
| University degree in engineering, environmental sciences, energy, waste management, industrial ecology, sustainability, innovation/technology, or another relevant field (No degree - 0 pts, Bachelor's degree or higher - 5 pts) | 5 |
| Professional experience(years), demonstrated through relevant contracts or assignments, in providing technical design, implementation support, advisory services, or supervision for projects directly relevant to: <ul style="list-style-type: none"> - circular economy solutions across value chains; - waste management systems, recycling and upcycling solutions; - extended producer responsibility (EPR) schemes; - material recovery, waste reduction technologies, and circular business models; - circular production processes and material efficiency improvements. integration of waste streams into productive or commercial use. <i>(less than 5 years - 0 pts, 5 years - 10 pts, each additional year – 5 pts, up to 20 pts).</i> | 20 |
| Proficiency at minimum C1/C2 level (CEFR) in Romanian, Russian, and/or English is considered an advantage. (Romanian - 5 pts, English – 5 pts, Russian – 5 pts; max 15 pts) | 15 |

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 proposal shall be quoted only in the USD (US Dollars).

3.1 Line Information

| Line Description | Category | Item | UOM | Requested Quantity | Unit Price | Total Price | Additional Attributes |
|---|-----------------|------|-----|--------------------|------------|-------------|-----------------------|
| 1-D1: Inception, Methodology and Operational Setup | Market research | | | | | | |
| 2-D2.1-2.4: Beneficiary Engagement and Non-Cash Support Preparation (initial report based on on del 2.1-2.4) | Market research | | | | | | |
| 3-D2.5-2.6: Beneficiary Engagement and Non-Cash Support Preparation (1st progress report based on on del 2.5-2.6) | Market research | | | | | | |



| Line Description | Category | Item | UOM | Requested Quantity | Unit Price | Total Price | Additional Attributes |
|--|-----------------|------|-----|--------------------|------------|-------------|-----------------------|
| 4-D2.7-2.8: Beneficiary Engagement and Non-Cash Support Preparation (2nd progress report based on on del 2.7-2.8) | Market research | | | | | | |
| 5-D2.9-2.10: Beneficiary Engagement and Non-Cash Support Preparation (3rd progress report based on on del 2.9-2.10) | Market research | | | | | | |
| 6-D2.11: Beneficiary Engagement and Non-Cash Support Preparation (final progress report based on on del 2.11) | Market research | | | | | | |
| 7-D3.1-3.2: Development and implementation of tailored training and capacity building support programs (1st progress report based on del 3.1.-3.2) | Market research | | | | | | |



| Line Description | Category | Item | UOM | Requested Quantity | Unit Price | Total Price | Additional Attributes |
|--|-----------------|------|-----|--------------------|------------|-------------|-----------------------|
| 8-D3.3-3.5: Development and implementation of tailored training and capacity building support programs (2nd progress report based on del 3.3-3.5) | Market research | | | | | | |
| 9-D3.6: Development and implementation of tailored training and capacity building support programs (3rd report based on del 3.6) | Market research | | | | | | |
| 10-D4: Summing-up and Reporting | Market research | | | | | | |

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