REQUEST FOR PROPOSAL (RFP)

Amendment no. 1

Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis

RFP Reference No.:	RfP26/03375
Country:	Republic of Moldova

SECTION 1: LETTER OF INVITATION

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 for **development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis** 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
- ***Annex 1: Background Waste subchapter***
- ***Annex 2: Data Sources and Policy documents on Waste***

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 and Non-Key Personnel
- Form I: Statement of Exclusivity and Availability
- Form J: Financial Proposal Submission
- Form K: Format for Financial Proposal
- Form L: Proposal Security

Pre-proposal conference information:

Time and time zone: 2:30 pm Chisinau (GMT+3)

Date: 20 October 2026

Venue: ZOOM

Link: https://undp.zoom.us/j/5629439706?pwd=lTKAfHXBDls0N4prRNbaeekY6EaVbr.1&omn=84763311795

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 ERP 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-01134.** 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 ERP supplier portal.

Offers must be submitted directly in the Quantum ERP 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

SECTION 2: INSTRUCTIONS TO PROPOSERS

UNDP GENERAL	
1. Scope	Proposers are invited to submit a proposal for the services specified in Section 5: Terms of Reference, in accordance with this Request for Proposal (RFP). A summary of the scope of the proposal is included in Section 3: Data Sheet. Proposers shall adhere to all the requirements of this RFP, including any amendment made in writing by UNDP. This RFP is conducted in accordance with Policies and Procedures of UNDP which can be accessed at UNDP Programme and Operations Policies and Procedures/Procurement. As part of the bid, it is desired that the Bidder registers at the United Nations Global Marketplace (UNGM) website (www.ungm.org). The Bidder may still submit a bid even if not registered with the UNGM. However, if the Bidder is selected for contract award, the Bidder must register on the UNGM prior to contract signature.
2. Interpretation of the RFP	Any proposal submitted will be regarded as an offer by the proposer and does not constitute or imply the acceptance of the proposal by UNDP. UNDP is under no obligation to award a contract to any proposer as a result of this RFP.
3. Supplier Code of Conduct, Fraud, Corruption, Gifts and Hospitality	All proposers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes **principles on labour, human rights, environment and ethical conduct** may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct Moreover, suppliers should note that certain provisions of the Code of Conduct will be binding on the supplier in the event that the supplier is awarded a contract, pursuant to the terms and conditions of any such contract. UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches or dinners. In pursuance of this policy, UNDP: (a) Shall reject a proposal if it determines that the selected proposer has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Further to the UNDP's vendor sanctions policy, shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.
4. Eligible proposers	Proposers shall have the legal capacity to enter into a binding contract with UNDP. A proposer, and all parties constituting the proposer, may have the nationality of any country with the exception of the nationalities, if any, listed in Section 3: Data Sheet. A proposer shall be deemed to have the nationality of a country if the proposer is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. All proposers found to have a conflict of interest shall be disqualified. Proposers may be considered to have a conflict of interest if they are or have been associated in the past, with a firm or any of its affiliates that have been engaged by UNDP to provide consulting services for the preparation of the design, specifications, Terms of Reference, cost analysis/estimation and other documents to be used for the procurement of the services required in the present procurement process; were involved in the preparation

	and/or design of the programme/project related to the services requested under this RFP; or are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP and/or are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP. In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to UNDP, and seek UNDP's confirmation on whether or not such a conflict exists. Similarly, the Bidders must disclose in their proposal their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving services under this RFP; and b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices. Failure to disclose such an information may result in the rejection of the proposal or proposals affected by the non-disclosure. The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFP, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Proposal. Proposers shall not be eligible to submit a proposal if at the time of proposal submission: • is included in the Ineligibility List, hosted by UNGM, that aggregates information disclosed by Agencies, Funds or Programs of the UN System; • is included in the Consolidated United Nations Security Council Sanctions List, including the UN Security Council Resolution 1267/1989 list; • is included in the World Bank Corporate Procurement Listing of Non-Responsible Vendors and World Bank Listing of Ineligible Firms and Individuals.
5. Proprietary information	The RFP documents and any Terms of Reference or information issued or furnished by UNDP are issued solely for the purpose of enabling a proposal to be completed and may not be used for any other purpose. The RFP documents and any additional information provided to proposers shall remain the property of UNDP. All documents which may form part of the proposal will become the property of UNDP, who will not be required to return them to your firm.
6. Publicity	During the RFP process, a proposer is not permitted to create any publicity in connection with the RFP.
SOLICITATION DOCUMENTS	
7. Clarification of solicitation documents	Proposers may request clarifications on any of the RFP documents no later than the date indicated in Section 3: Data Sheet. Any request for clarification must be sent in writing in the manner indicated in Section 3: Data Sheet. Explanations or interpretations provided by personnel other than the named contact person will not be considered binding or official. UNDP will provide the responses to clarifications through the method specified in Section 3: Data Sheet. UNDP shall endeavour to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the proposals, unless UNDP deems that such an extension is justified and necessary.
8. Amendment of solicitation documents	At any time prior to the deadline for proposal submission, UNDP may for any reason, such as in response to a clarification requested by a proposer, modify the RFP in the form of an amendment to the RFP. Amendments will be made available to all

	prospective proposers. If the amendment is substantial, UNDP may extend the deadline for submission of proposals to give the proposers reasonable time to incorporate the amendment into their proposal.
PREPARATION OF PROPOSALS	
9. Cost of preparation of proposal	The proposer shall bear all costs related to the preparation and/or submission of the proposal, regardless of whether its proposal is selected or not. UNDP shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.
10. Language	The proposal, as well as any and all related correspondence exchanged by the proposer and UNDP, shall be written in the language(s) specified in Section 3: Data Sheet.
11. Documents establishing eligibility and qualifications of the proposer	The proposer shall furnish documentary evidence of its status as an eligible and qualified vendor, using the forms provided in Section 7 and providing the documents required in those forms. In order to award a contract to a proposer, its qualifications must be documented to UNDP's satisfaction.
11.a Documents comprising the proposal	The proposal bid shall comprise of the following documents and related forms which details are provided in Section 3: Data Sheet: c) Documents Establishing the Eligibility and Qualifications of the Bidder; d) Technical Proposal; e) Financial Proposal; f) Proposal Security, if required by DS; g) Any attachments and/or appendices to the Proposal.
12. Technical proposal format and content	The proposer is required to submit a technical proposal using the forms provided in Section 7 and taking into consideration the requirements in the RFP. The technical proposal shall not include any price or financial information. A technical proposal containing material financial information may be declared non-responsive.
13. Financial proposal	The financial proposal shall be prepared using the form provided in Section 7 and taking into consideration the requirements in the RFP. It shall list all major cost components associated with the services, and the detailed breakdown of such costs. Any output and activities described in the technical proposal but not priced in the financial proposal, shall be assumed to be included in the prices of other activities or items as well as in the final total price. Prices and other financial information must not be disclosed in any other place except in the financial proposal.
14. Currencies	All prices shall be quoted in the currency or currencies indicated in Section 3: Data Sheet. Where proposals are quoted in different currencies, for the purposes of comparison of all proposals: • UNDP will convert the currency quoted in the proposal into the UNDP preferred currency, in accordance with the UN Operational Rate of Exchange. • In the event that UNDP selects a proposal for award that is quoted in a currency different from the preferred currency in Section 3: Data Sheet, UNDP shall reserve the right to award the contract in the currency of UNDP's preference, using the conversion method specified above.
15. Duties and taxes	Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All proposals shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in Section 3: Data Sheet
16. Proposal validity period	Proposals shall remain valid for the period specified in Section 3: Data Sheet, commencing on the deadline for submission of proposals. A proposal valid for a shorter period may be rejected by UNDP and rendered non-responsive.

	During the proposal validity period, the proposer shall maintain its original proposal without any change, including the availability of the key personnel, the proposed rates and the total price. In exceptional circumstances, prior to the expiration of the proposal validity period, UNDP may request proposers to extend the period of validity of their proposals. The request and the responses shall be made in writing and shall be considered integral to the proposal. If the proposer agrees to extend the validity of its proposal, it shall be done without any change to the original proposal but will be required to extend the validity of the proposal security, if required, for the period of the extension, and in compliance with Article 17 (Proposal security) in all respects. The proposer has the right to refuse to extend the validity of its proposal without forfeiting the proposal security, if required, in which case, the proposal shall not be further evaluated.

17. Proposal security	A proposal security, if required by Section 3: Data Sheet, shall be provided in the amount and form indicated in the Section 3: Data Sheet. The proposal security shall be valid for a minimum of thirty (30) days after the final date of validity of the proposal.
	
	The proposal security shall be included along with the proposal. If a proposal security is required by the RFP but is not found in the proposal, the offer shall be rejected.
	
	If the proposal security amount, or its validity period, is found to be less than is required by UNDP, UNDP shall reject the proposal.
	
	In the event an electronic submission is allowed in Section 3: Data Sheet, proposers shall include a copy of the proposal security in their proposal and the original of the proposal security must be sent via courier or hand delivery as per the instructions in Section 3: Data Sheet.
	
	Unsuccessful proposers' proposal securities will be discharged/returned as promptly as possible but no later than thirty (30) days after the expiration of the period of proposal validity prescribed by UNDP pursuant to Article 16 (Proposal Validity Period).
	
	The Proposal security may be forfeited by UNDP, and the proposal rejected, in the event of any, or combination, of the following conditions:
	
	• If the proposer withdraws its offer during the period of the proposal validity specified in Section 3: Data Sheet, or;
	• In the event the successful Proposer fails:
	  ○ to sign the contract after UNDP has issued an award; or
	  ○ to furnish the performance security, insurances, or other documents that UNDP may require as a condition precedent to the effectivity of the contract that may be awarded to the proposer.

18. Joint Venture, Consortium or Association	If the proposer is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the proposal, each such legal entity will confirm in their joint proposal that: • they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, and this will be evidenced by a duly notarised agreement among the legal entities, which will be submitted along with the proposal; and • if they are awarded the contract, the contract shall be entered into by and between UNDP and the designated lead entity, who will be acting for and on behalf of all the member entities comprising the joint venture. After the deadline for submission of proposal, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of UNDP. If a JV, Consortium or Association's proposal is the proposal selected for award, UNDP will award the contract to the joint venture, in the name of its designated lead entity. The lead entity will sign the contract for and on behalf of all other member entities.

	The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Article 19 (Only one Proposal) herein in respect of submitting only one proposal. The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the RFP, both in the proposal and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP. A JV, Consortium or Association, in presenting its track record and experience, should clearly differentiate between: • Those that were undertaken together by the JV, Consortium or Association; and • Those that were undertaken by the individual entities of the JV, Consortium or Association. Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials. JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.
19. Only one proposal	The proposer (including the individual members of any Joint Venture) shall submit only one proposal, either in its own name or as part of a Joint Venture. Proposals submitted by two (2) or more proposers shall all be rejected if they are found to have any of the following: • they have at least one controlling partner, director or shareholder in common; or • any one of them receive or have received any direct or indirect subsidy from the other/s; or • they have the same legal representative for purposes of this RFP; or • they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the proposal of another proposer regarding this RFP process; • they are subcontractors to each other's proposal, or a subcontractor to one proposal also submits another proposal under its name as lead proposer; or some key personnel proposed to be in the team of one proposer participates in more than one proposal received for this RFP process. This condition relating to the personnel, does not apply to subcontractors being included in more than one proposal.
20. Alternative proposals	Unless otherwise specified in Section 3: Data Sheet, alternative proposals shall not be considered. If submission of alternative proposals is allowed in Section 3: Data Sheet, a proposer may submit an alternative proposal, but only if it also submits a proposal conforming to the RFP requirements. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative proposal. If multiple/alternative proposals are being submitted, proposer must create an alternate response directly in the system and upload all attachments relevant to the alternate proposal separately together with the alternate response...
21. Pre-proposal conference	When appropriate, a pre-proposal conference will be conducted at the date, time and location and according to any instructions specified in Section 3: Data Sheet. If it is stated in Section 3: Data Sheet that the pre-proposal conference is mandatory, a Proposer which does not attend the pre-proposal conference shall become ineligible to submit a proposal under this RFP.

	If it is stated in Section 3: Data Sheet that the pre-proposal conference is not mandatory, non-attendance shall not result in disqualification of an interested proposer. UNDP will not issue any formal answers to questions from proposers regarding the RFP or proposal process during the pre-proposal conference. All questions shall be submitted in accordance with Article 38 (Clarification of Proposals). The pre-proposal conference shall be conducted for the purpose of providing background information only. Without limiting Article 24 (Proposers responsibility) proposers shall not rely upon any information, statement or representation made at the pre-proposal conference unless that information, statement or representation is confirmed by UNDP in writing. Minutes of the pre-proposal conference will be disseminated as specified in Section 3: Data Sheet. No verbal statement made during the conference shall modify the terms and conditions of the RFP, unless specifically incorporated in the minutes of the proposer's conference or issued/posted as an amendment to RFP.
22. Site inspection	When appropriate, a site inspection will be conducted at the date, time and location and according to any instructions specified in Section 3: Data Sheet. If it is stated in Section 3: Data Sheet that the site inspection is mandatory, a proposer which does not attend the site inspection shall become ineligible to submit a proposal under this RFP. If it is stated in Section 3: Data Sheet that the site inspection is not mandatory, non-attendance, shall not result in disqualification of an interested proposer. Proposers participating in a site inspection shall be responsible for making and obtaining any visa arrangements that may be required for the proposers to participate in a site inspection. Prior to attending a site inspection, proposers shall execute an indemnity and a waiver releasing UNDP in respect of any liability that may arise from: (i) loss of or damage to any real or personal property; (ii) personal injury, disease or illness to, or death of, any person; (iii) financial loss or expense, arising out of the carrying out of that site inspection; and (iv) transportation by UNDP to the site (if provided) as a result of any accidents or malicious acts by third parties. UNDPwill not issue any formal answers to questions from proposers regarding the RFP or solicitation process during a site inspection. All questions shall be submitted in accordance with Article 7 (Clarification of solicitation documents). A site inspection will be conducted for the purpose of providing background information only. Without limiting Article 24 (Proposers Responsibility), proposers shall not rely upon any information, statement or representation made at a site inspection unless that information, statement or representation is confirmed by UNDP in writing.
23. Errors or omissions	Proposers shall immediately notify UNDP in writing of any ambiguities, errors, omissions, discrepancies, inconsistencies or other faults in any part of the RFP, with full details of those ambiguities, errors, omissions, discrepancies, inconsistencies or other faults. Proposers shall not benefit from such ambiguities, errors, omissions, discrepancies, inconsistencies or other faults.
24. Proposers responsibility to inform themselves	Proposers shall be responsible for informing themselves in preparing their proposal. In this regard, proposers shall ensure that they: • examine and fully inform themselves in relation to all aspects of the RFP, including the Contract and all other documents included or referred to in this RFP; • review the RFP to ensure that they have a complete copy of all documents; • obtain and examine all other information relevant to the project and the scope of the requirements available on reasonable enquiry;

	• verify all relevant representations, statements and information, including those contained or referred to in the RFP or made orally during any clarification meeting or site Inspection or any discussion with UNDP, its employees or agents; • attend any pre-proposal conference if it is mandatory under this RFP; • fully inform and satisfy themselves as to requirements of any relevant authorities and laws that apply, or may in the future apply, to the supply of the services; and • form their own assessment of the nature and extent of the services required as included in Section 5: Terms of Reference and properly account for all requirements in their proposal. Proposers acknowledge that UNDP, its directors, employees and agents make no representations or warranties (express or implied) as to the accuracy, currency or completeness of this RFP or any other information provided to the proposers.
25. No material change(s) in circumstances	The proposer shall inform UNDP of any change(s) of circumstances arising during the RFP process, including but not limited to: • a change affecting any declaration, accreditation, license or approval; • major re-organisational changes, company re-structuring, a take-over, buy-out or similar event(s) affecting the operation and/or financing of the proposer or its major sub-contractors; • a change to any information on which UNDP may rely in assessing proposals.
SUBMISSION AND OPENING OF PROPOSALS	
26. Instruction for proposal submission	The proposer shall submit a complete proposal in the format and comprising the documents and forms in accordance with requirements in Section 3: Data Sheet. The proposal shall be delivered according to the method specified in Section 3: Data Sheet. The proposal shall be submitted by the proposer or person(s) duly authorized to commit the proposer. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the proposing entity, or, if requested, a Power of Attorney, accompanying the proposal. Proposers must be aware that the mere act of submission of a proposal, in and of itself, implies that the proposer fully accepts the UNDP General Conditions of Contract.
26 a. Online submission	1.1 Electronic submission through online portal shall be governed as follows: • Electronic files that form part of the proposal must be in accordance with the format and requirements indicated in DS; • The Technical Proposal and the Financial Proposal files MUST BE COMPLETELY SEPARATE and each of them must be uploaded individually and clearly labelled. • The Financial Proposal file must be uploaded separately only in the commercial section of the RFP in the system. encrypted with a password so that it cannot be opened nor viewed until the password is provided. • Documents which are required to be in original form (e.g. Bid Security, etc.) must be sent via courier or hand delivery as per the instructions in DS. Detailed instructions on how to submit, modify or cancel a bid in the online portal are provided in the system Bidder User Guide made available in the procurement notice site and in the portal.
27. Deadline for Submission of Proposals and Late Proposals	Complete proposals must be received by UNDP in the manner, and no later than the date and time, specified in Section 3: Data Sheet. If any doubt exists as to the time zone in which the Proposal should be submitted, refer to http://www.timeanddate.com/worldclock/. It shall be the sole responsibility of the proposers to ensure that their proposal is received by the closing date and time. UNDP shall accept no responsibility for proposals that arrive late due to any technical issues and shall only recognise the actual date and time that the proposal was received by UNDP. UNDP may, at its discretion, extend this deadline for the submission of proposals by amending the solicitation documents in accordance with Article 8 (Amendment of

	solicitation documents). In this case, all rights and obligations of UNDP and proposers subject to the previous deadline will thereafter be subject to the new deadline as extended.
28. Withdrawal, substitution and modification of proposals	A proposer may withdraw or modify its proposal after it has been submitted at any time prior to the deadline for submission directly in the system following the instructions provided in the user guide. However, after the deadline for proposal submission, the proposals shall remain valid and open for acceptance by UNDP for the entire proposal validity period, as may be extended.
29. Storage of proposals	Proposals received are kept confidential and unopened in the system as part security protocols built in the system until the proposal opening date stated in Section 3: Data Sheet.
30. Proposal opening	There is no mandatory public bid opening for RFPs however UNDP may at its discretion sent a public bid opening report from the system only to suppliers who successfully submitted a proposal. The report will include only the names of the companies but not the financial proposal.
31. Late proposals	Any proposal received by UNDP after the deadline for submission of proposals will be destroyed unless the proposer requests that it be returned and assumes the responsibility and expenses for the re-possession of the returned proposal documents. In exceptional circumstances, late proposals may be accepted if it is determined that the submission was sent in ample time prior to the proposal closing and the delay could not be reasonably foreseen by the proposer or were due to force majeure.
EVALUATION OF PROPOSALS	
32. Confidentiality	Information relating to the examination, evaluation, and comparison of proposals, and the recommendation of contract award, shall not be disclosed to proposers or any other persons not officially concerned with such process, even after publication of the contract award. Any effort by a proposer or anyone on behalf of the proposer to influence UNDP in the examination, evaluation and comparison of the proposals or contract award decisions may, at UNDP's decision, result in the rejection of its proposal and may subsequently be subject to the application of prevailing UNDP's vendor sanctions procedures.
33. Evaluation of proposals	UNDP shall evaluate a proposal using only the methodologies and criteria defined in this RFP. No other criteria or methodology shall be permitted. UNDP shall conduct the evaluation solely on the basis of the submitted technical and financial proposals. Evaluation of proposals shall be undertaken in the following steps: a) Preliminary examination b) Evaluation of minimum eligibility and qualification (if pre-qualification is not done) c) Evaluation of technical proposals d) Evaluation of financial proposals.
34. Preliminary examination	UNDP shall examine the proposals to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the proposals are generally in order, among other indicators that may be used at this stage. UNDP reserves the right to reject any proposal at this stage.
35. Evaluation of eligibility and qualification	Eligibility and qualification of the proposer will be evaluated against the minimum eligibility and qualification requirements specified in Section 4: Evaluation Criteria and in Article 4 (Eligible proposers). In general terms, vendors that meet the following criteria may be considered qualified: a) They are not included in the UN Security Council 1267/1989 Committee's list of terrorists and terrorist financiers, and in UNDP's ineligible vendors' list; b) They have a good financial standing and have access to adequate financial

	resources to perform the contract and all existing commercial commitments, c) They have the necessary similar experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/or services required; d) They are able to comply fully with the UNDP General Terms and Conditions of Contract; e) They do not have a consistent history of court/arbitral award decisions against the Bidder; and f) They have a record of timely and satisfactory performance with their clients.
36. Evaluation of technical and financial proposals	The evaluation team shall review and evaluate the technical proposals on the basis of their responsiveness to the Terms of Reference and other RFP documents, applying the evaluation criteria, sub-criteria, and point system specified in Section 4: Evaluation Criteria. A proposal shall be rendered non-responsive at the technical evaluation stage if it fails to achieve the minimum technical score indicated in Section 3: Data Sheet. When necessary, and if stated in the Data Sheet, UNDP may invite technically responsive proposers for a presentation related to their technical proposals. The conditions for the presentation shall be provided in the proposal document where required. When necessary, and if stated in the Section 3: Data Sheet, UNDP may invite technically responsive bidders for a presentation related to their technical Proposals. The conditions for the presentation shall be provided in the bid document where required. In the second stage, only the financial proposals of those proposers who achieve the minimum technical score will be opened for evaluation. The evaluation method that applies for this RFP shall be as indicated in Section 3: Data Sheet, which may be either of two (2) possible methods, as follows: (a) the lowest priced method which selects the lowest evaluated financial proposal of the technically responsive Proposers; or (b) the combined scoring method which will be based on a combination of the technical and financial score. When the Data Sheet specifies a **combined scoring method**, the formula for the rating of the proposals will be as follows: Rating the Technical Proposal (TP): **TP Rating** = (Total Score Obtained by the Offer / Max. Obtainable Score for TP) x 100 Rating the Financial Proposal (FP): **FP Rating** = (Lowest Priced Offer / Price of the Offer Being Reviewed) x 100 Total Combined Score: **Combined Score =** (TP Rating) x (Weight of TP, e.g. 70%) + (FP Rating) x (Weight of FP, e.g., 30%)
37. Post-qualification/Due Diligence	UNDP reserves the right to undertake a post-qualification assessment, aimed at determining, to its satisfaction, the validity of the information provided by the proposer. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following: a) Verification of accuracy, correctness and authenticity of information provided by the proposer; b) Validation of extent of compliance to the RFP requirements and evaluation criteria based on what has so far been found by the evaluation team; c) Inquiry and reference checking with Government entities with jurisdiction on the proposer, or with previous clients, or any other entity that may have done business with the proposer; d) Inquiry and reference checking with previous clients on the performance on

	on-going or completed contracts, including physical inspections of previous works, as deemed necessary; e) Physical inspection of the proposer's offices, branches or other places where business transpires, with or without notice to the proposer; f) Other means that UNDP may deem appropriate, at any stage within the selection process, prior to awarding the contract.
38. Clarification of proposals	UNDP may request clarification or further information in writing from the proposers at any time during the evaluation process. The proposers' responses shall not contain any changes regarding the substance or price of the proposal, except to confirm the correction of arithmetic errors discovered by UNDP in the evaluation of the proposals, in accordance with Instructions to Proposers Article 23 (Errors or omissions). UNDP may use such information in interpreting and evaluating the relevant proposal but is under no obligation to take it into account. Any unsolicited clarification submitted by a proposer in respect to its proposal which is not a response to a request by UNDP, shall not be considered during the review and evaluation of the proposals.
39. Responsiveness of proposal	UNDP's determination of a proposal's responsiveness is to be based on the contents of the proposal itself. A substantially responsive proposal is one that conforms to all the terms, conditions, TOR and other requirements of the RFP without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that: a) affects in any substantial way the scope, quality, or performance of the services specified in the contract; or b) limits in any substantial way, inconsistent with the solicitation documents, UNDP's rights or the proposer's obligations under the contract; or c) if rectified would unfairly affect the competitive position of other proposers presenting substantially responsive proposals. **If a proposal is not substantially responsive, it shall be rejected by UNDP and may not subsequently be made responsive by the proposer by correction of the material deviation, reservation, or omission.**
40. Nonconformities, reparable errors and omission	Provided that a proposal is substantially responsive, UNDP may waive any non-conformities or omissions in the proposal that, in the opinion of UNDP, do not constitute a material deviation. These are a matter of form and not of substance and can be corrected or waived without being prejudicial to other proposers. Provided that a proposal is substantially responsive UNDP may request the proposer to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the proposal related to documentation requirements. Such omission shall not be related to any aspect of the price of the proposal. Failure of the proposer to comply with the request may result in the rejection of its proposal. For financial proposals that have been opened, UNDP shall check and correct arithmetical errors as follows: a) if there is a discrepancy between the unit price and the line-item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNDP there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected; b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail, and the total shall be corrected; and c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail. If the proposer does not accept the correction of errors, its proposal shall be rejected, and its proposal security may be forfeited.

41. Right to accept any proposal and to reject any or all proposals	UNDP reserves the right to accept or reject any proposals, and to annul the proposal process and reject all proposals at any time prior to contract award, without thereby incurring any liability to the affected proposer or proposers or any obligation to inform the affected proposer or proposers of the grounds for UNDP's action. UNDP shall not be obliged to award the contract to the lowest priced offer.
AWARD OF CONTRACT	
42. Award criteria	Prior to expiration of the proposal validity, UNDP shall award the Contract to the qualified proposer based on the award criteria indicated in Section 3: Data Sheet.
43. Right to vary requirement at time of award	At the time the Contract is awarded, UNDP reserves the right to increase or decrease the quantity of services originally specified by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions and the solicitation document.
44. Notification of award	Prior to the expiration of the period of proposal validity, UNDP will notify the successful proposer in writing by email, fax or post, that its proposal has been accepted. Please note that the proposer, if not already registered at the appropriate level in UNGM, will be required to complete the vendor registration process on the UNGM prior to the signature and finalization of the contract.
45. Debriefing	In the event that a proposer is unsuccessful, the proposer may request a debriefing from UNDP. The purpose of the debriefing is to discuss the strengths and weaknesses of the proposer's submission, in order to assist the proposer in improving its future proposals for UNDP procurement opportunities. The content of other proposals and how they compare to the proposer's submission shall not be discussed.
46. Publication of contract award	UNDP will publish the contract award on UNDP Procurement Notices website https://procurement-notices.undp.org/view_awards.cfm which is linked to the United Nations Global Marketplace, with the RFP Reference number, the information of the awarded proposer's company name, contract amount or LTA and the date of the contract.
47. Contract Signature	Within fifteen (15) days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to UNDP. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, UNDP may award the Contract to the Second highest rated or call for new Bids.
48. Contract Type and General Terms and Conditions	The types of Contract to be signed and the applicable UNDP Contract General Terms and Conditions, as specified in Data Sheet, can be accessed at https://www.undp.org/procurement/doing-business-undp/how-we-buy
49. Performance security	The successful Proposer, if so specified in Section 3: Data Sheet shall furnish a Performance Security in the amount and form specified herein: https://popp.undp.org/document/616/download/en, within the specified number of days after receipt of the Contract from UNDP. Banks issuing performance securities must be acceptable to the UNDP comptroller, i.e. banks certified by the central bank of the country to operate as a commercial bank. The Performance Security form is available here. . UNDP shall promptly discharge the proposal securities of the unsuccessful proposers pursuant to Article 17 (Proposal security). Failure of the successful proposer to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the proposal security. In that event UNDP may award the contract to the next lowest ranked proposer.
50. Bank guarantee for advance payment	Except when the interests of UNDP so require, it is UNDP's standard practice not to make advance payment(s) (i.e., payments without having received any outputs). If an advance payment is allowed as per Section 3: Data Sheet, and if specified there, the proposer shall submit a Bank Guarantee in the full amount of the advance payment using this bank guarantee form available at : https://popp.undp.org/document/4736/download/en. Banks issuing bank guarantees must be acceptable to the UNDP comptroller, i.e. banks certified by the central bank of the country to operate as a commercial bank.

51. Liquidated Damages	If specified in Section 3: Data Sheet, UNDP shall apply Liquidated Damages for the damages and/or risks caused to UNDP resulting from the Contractor's delays or breach of its obligations as per the Contract. The payment or deduction of such liquidated damages shall not relieve the Contractor from any of its other obligations or liabilities pursuant to any current contract or purchase order.
52. Proposal protest	Any proposer that believes to have been unjustly treated in connection with this proposal process or any contract that may be awarded as a result of such proposal process may submit a complaint to UNDP. The following link provides further details regarding UNDP vendor protest procedures: https://www.undp.org/procurement/doing-business-undp/procurement-protest-and-vendor-sanctions
53. Other Provisions	In the event that the Bidder offers a lower price to the host Government (e.g. General Services Administration (GSA) of the federal government of the United States of America) for similar goods and/or services, UNDP shall be entitled to the same lower price. The UNDP General Terms and Conditions shall have precedence. UNDP is entitled to receive the same pricing offered by the same Contractor in contracts with the United Nations and/or its Agencies. The UNDP General Terms and Conditions shall have precedence. The United Nations has established restrictions on employment of (former) UN staff who have been involved in the procurement process as per bulletin ST/SGB/2006/15 https://docs.un.org/en/st/SGB/2006/15

SECTION 3: DATA SHEET (DS)

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

Ref. Article in Section 2	Data	Specific Instructions / Requirements
1.	Scope	The reference number of this Request for Proposal (RFP) is **RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis** The overall objective of the assignment is to support the Republic of Moldova in fulfilling the requirements of the EU accession process under Chapter 27 – Environment and Climate Change by strengthening the strategic planning framework for the implementation of the EU waste acquis and supporting the justification of the requested transitional periods. More specifically, under the assignment 5 DSIPs and 2 RSIPs for the priority EU waste directives and regulations, for which the Republic of Moldova has requested transitional periods, will be developed.
2.	Eligible proposers	Proposers from all countries are eligible to participate in this proposal process.
3.	Clarification of solicitation documents	Any request for clarification of solicitation documents must be sent directly in the system through **Quantum message functionality**. **ATTENTION: PROPOSALS (OR ANY PART OF IT) SHALL NOT BE SUBMITTED IN THE ABOVE MANNER.**
		Deadline for submitting requests for clarifications / questions: **5 (five) working days before the submission deadline**
		Supplemental information to the RFP and responses / clarifications to queries will be posted directly in the system.
4.	Language	All proposals, information, documents and correspondence exchanged between UNDP and the proposers in relation to this solicitation process shall be in **English**
5.	Partial proposals	Submitting proposals for parts or sub-parts of the TOR is: **Not allowed**
6.	Currencies	Prices shall be quoted only in the currency indicated in the system: • **USD (United States Dollars)** – applicable to both international and local Bidders; or • **MDL (Moldovan Leu)** – applicable to local Bidders only. For the purpose of bid evaluation, all financial offers shall be converted into **USD using the United Nations Operational Rate of Exchange (UNORE)** applicable on the bid submission deadline, available at: https://treasury.un.org/operationalrates/OperationalRates.php If the contract is awarded to a local Bidder that submitted its financial offer in USD, payments will be made in MDL based on UN Operational Rate of Exchange valid on the date of money transfer, as per the "payment terms and conditions" stipulated in this solicitation document: https://treasury.un.org/operationalrates/OperationalRates.php

Ref. Article in Section 2	Data	Specific Instructions / Requirements
		UNDP shall not be kept liable for any fluctuations of the exchange market during contract implementation, the Contractor being legally responsible to register any loss/gain of currency exchange resulting from payments against the Contract in accordance with the national legislation.
7.	Duties and taxes	All prices shall: **Be exclusive of VAT and other applicable indirect taxes.**
8.	Proposal validity period	90 days
9.	Proposal security	**Required in the amount of 4,500 USD (four thousand five hundred United States dollars)** ☒ The proposal security will be in the same currency as stipulated in Article 14:(Currencies). Acceptable forms of proposal security ☒ Proposal security form template (bank guarantee) set out in Section 7: Proposal Forms **Important Remarks:** The Proposal Security shall be valid up to **30 days after the final date of validity of bids**. A copy of the full Proposal Security documentation must be submitted through the Quantum system as part of the online bid. The original hard copy of the Proposal Security must then be physically received by UNDP no later than ten (10) calendar days after the deadline for submission of offers indicated in the Quantum system. **If Proposal security is not submitted as stipulated above, proposal shall be disqualified.** The address for submitting the original Proposal Security documentation is as follows: **UNDP Moldova, #131, 31 August 1989 Street,** **MD-2012, Chisinau, Republic of Moldova** **to the attention of Procurement Unit** The closed envelope with original Proposal Security shall be marked as: ***"Proposal Security - RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis".***
10.	Alternative proposals	Shall not be considered.
11.	Pre-proposal conference	Will be conducted Time and time zone: 2:30 pm Chisinau (GMT+3) Date: 20 October 2026 Venue: ZOOM Link: https://undp.zoom.us/j/5629439706?pwd=lTKAfHXBDls0N4prRNbaeekY6EaVbr.1&omn=84763311795

Ref. Article in Section 2	Data	Specific Instructions / Requirements
		The focal point for the arrangement is: E-mail: sc.md@undp.org The pre-proposal conference is: ☒ not mandatory, but highly reccommended 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.**
12.	Site inspection	A site inspection will not be held.
13.	Instructions for proposal submission	Proposals must be **submitted directly in Quantum**. Allowable manner of submitting proposals: ▪ File Format: PDF files only ▪ File names must be clearly indicative of the file content and uploaded in the relevant section as instructed in the system. File names must be in English or in the language specified in this document as the bid language. ▪ All files must be free of viruses and not corrupted. ▪ It is recommended that the entire Proposal be consolidated into as few attachments as possible. ▪ The proposer should receive an email acknowledging receipt of the proposal by the system. ▪ **The Financial Proposal (Forms J and K) shall be submitted directly in the system only in the "Commercial section" of the requirements. Non-compliance with this instruction may result in rejection of the proposal received.** ▪ Documents which are required in original (e.g. proposal security) should be sent to the below address with a PDF copy submitted as part of the electronic submission: **UNDP Moldova, #131, 31 August 1989 Street,** **MD-2012, Chisinau, Republic of Moldova** **to the attention of Procurement Unit**
14.	Deadline for proposal submission	Deadline for proposal submission is **indicated in the portal**. In case of discrepancies between the deadline in the system and deadline indicated elsewhere, the one in the system prevails. **Note that system time zone is in EST/EDT (New York) time zone.**
15.	Proposal Opening	Public proposal opening will **NOT** be held
16.	Evaluation of technical and financial proposals	Evaluation will be based on: ☒ Combined scoring method using a distribution of 70%-30% Technical proposal - financial proposal The maximum number of technical points is detailed in Section 4: Evaluation Criteria To be substantially compliant, Proposers must obtain a minimum threshold of 70% of maximum points from technical evaluation.

Ref. Article in Section 2	Data	Specific Instructions / Requirements
17.	Right to vary requirement at time of award	The maximum percentage by which quantities may be increased is 25% The maximum percentage by which quantities may be decreased is 25%
18.	Contract award to one or more proposer	UNDP will award a contract to: **One Bidder Only**
19.	Type of contract to be awarded	**Contract Face Sheet** More information can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html See Section 6 for link to sample contract.
20.	Expected date for commencement of contract	10 December 2026
21.	Conditions of contract to apply	**UNDP General Terms and Conditions for contracts (goods and/or services)** See Section 6 for link to the contract terms.
22.	Performance Security	**Required in the amount of 10% from the total contract amount.** The performance security shall be submitted within 15 days after receipt of the contract. The performance security will be in the same currency as stipulated in Article 14 (Currencies). The Performance Security shall be in the form of a Bank Guarantee as set out in Section 6.
23.	Advance payment	Not Allowed
24.	Liquidated damages	Will be imposed as follows: Percentage of contract price per week of delay: 2.5% up to a maximum of 10% of the Contract value, after which UNDP may terminate the contract.
25.	Documents to be submitted with your Proposal	▪ Company Profile, which should not exceed fifteen (15) pages, including list of relevant institutions the Company has been cooperating with, including the topic and year must be presented together with the application package. ▪ Certificate of Incorporation/ Business Registration. ▪ 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. ▪ Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country. ▪ Quality Certificate (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any. ▪ 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). ▪ Statement of Satisfactory Performance from the Top three (3) Clients in terms of Contract Value per each JV partner/Subcontractor (if the case).

Ref. Article in Section 2	Data	Specific Instructions / Requirements
		▪ Joint Venture / Consortium / Association Information (as per Form E) or a copy of preliminary Agreement in case of Consortium, if applicable. ▪ 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 personnel (key and non-key personnel). ▪ Copies of contracts to prove that Offeror meets the similar experience requirement (stated under Section 4: Evaluation Criteria). ▪ CVs and Statements of Exclusivity and Availability (signed by the envisaged person) of the **Key personnel** (mentioned under in Section 5: ToR), including experience relevant to the required skills. ▪ CVs for the **International and National Non-Key personnel** (mentioned under in Section 5: ToR), including experience relevant to the required skills ▪ A written statement certifying that the proposed key personnel have no personal, professional, or financial conflict of interest under the envisaged contract. ▪ **Dully filled in Proposal Forms A-K (as per Section 7: Proposal Forms). Forms A-I, representing the Technical Proposal, shall be submitted directly in the system in the "Technical section" of the requirements.** ▪ **Forms J and K, representing the Financial Proposal shall be submitted directly in the system only in the "Commercial section" of the requirements. Please, ensure that no other documents are disclosing your financial proposal apart from Forms J and K. Non-compliance with this instruction may result in rejection of the proposal received.** ▪ **Proposal Security (as per Form L) –** *a copy of full Proposal Security documentation must be submitted through Quantum system as part of the online bid and the Original Proposal Security documentation must be physically received by UNDP (10) ten calendar days after the deadline for submission of offers indicated in the Quantum system the latest.*

SECTION 4: EVALUATION CRITERIA

Preliminary Examination Criteria

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

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

Minimum Eligibility and Qualification Criteria

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

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

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

Qualification Criteria	Documents to establish compliance
History of non-performing contracts[1]: Non-performance of a contract did not occur as a result of contractor default within the last 3 years[1].	Form F: Eligibility and Qualification
Litigation History: No consistent history of court/arbitral award decisions against the Proposer for the last 3 years.	Form F: Eligibility and Qualification
Previous Experience:	
Minimum 5 years of proven experience in one or more of the following areas: waste management policy and planning, implementation or assessment of EU waste legislation and/or approximation of national legislation with the EU waste acquis, development of sectoral implementation plans or programmes, preparation of waste management strategies and investment programmes, institutional and technical capacity assessment in the waste sector, financial and economic assessment of waste management measures and investments, or support to EU accession processes and preparation of transitional arrangements in the environmental sector. *(For JV/*Consortium*/Association, **Lead Partner** should meet requirement).*	Form F: Eligibility and Qualification
At least 2 (two) completed contracts with a cumulative value of at least **850,000 USD**, implemented in the areas of supporting the EU accession or negotiation process in the field of environment, including the waste sector, in an EU candidate country, or preparing strategic, policy or implementation documents in the waste sector for an EU Member State or an EU candidate country, carried out within the past 5 (five) years. At least one of the contracts shall have a value of not less than **USD 500,000.** *(For JV/*Consortium*/Association, **all Parties cumulatively** should meet requirement, with at least 1 (one) contract to be implemented by the **Lead Partner**).*	Form F: Eligibility and Qualification
Minimum Key Personnel:	
The minimum personnel mandatory for the implementation of the contract:	CVs of proposed Key and non-key Personnel (Form H); Form I for International Key Personnel only

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

(i) Key Personnel: ○ ***International Key Personnel:*** *1.* One Team Leader / Senior Waste Management Expert *2.* One Economic and Financial Expert *3.* One Technical Waste Infrastructure Expert *4.* One Senior Waste Legal Expert **(ii) Non-key Personnel:** ○ ***International Non-Key Personnel:*** *1.* One International EPR Expert *2.* One International Circular Economy and Waste Prevention Expert *3.* One International Waste Monitoring and Data Management Expert *4.* One International Landfill Expert *5.* One International Institutional Development Expert *6.* One International EU Funds Programming Expert ○ ***National Non-Key Personnel:*** *1.* One National Economic and Financial Expert *2.* One National Data Management and Statistics Expert *3.* One National GIS Expert *4.* One National Local Government Expert *5.* One National Stakeholder Engagement and Communication Expert ***Please note: International and National Non-Key Personnel can combine more than one area of expertise if having demonstrated experience, but not more than two positions**, and only within the same category (International with International, National with National). The CV shall clearly demonstrate the relevant experience for each of the two positions, and the expert will be evaluated separately against the criteria of each position**.* ***Key Personnel** shall not be proposed for any Non-Key position.* *The terms "International" and "National" refer to the profile and experience requirements of the position and not to the nationality of the expert.* *The Proposer shall disclose any ongoing or active contractual engagements that the proposed key experts have with UNDP and provide the following:*	

A written statement certifying that the proposed key personnel have no personal, professional, or financial conflict of interest under the envisaged contract. *(For JV/Consortium/Association,* ***all Parties cumulatively*** *should meet requirement).*	
Financial Standing:	
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,* ***Lead Partner*** *should meet requirement).*	Copy of audited financial statements for the last 3 (three) years. Form F: Eligibility and Qualification
Turnover: Proposers should have average annual sales turnover of minimum **1,000,000 USD** for the last 3 (three) years. *(For JV/Consortium/Association,* ***all Parties cumulatively*** *should meet requirement).*	Copy of audited financial statements for the last 3 (three) years. Form F: Eligibility and Qualification

Technical Evaluation Criteria

Summary of technical proposal evaluation sections		**Points obtainable**
1.	Proposer's qualification, capacity and experience	190
2.	Proposed methodology, approach and implementation plan	410
3.	Management structure and key personnel	400
	Total	**1000**

Section 1. Proposer's qualification, capacity and experience		**Points obtainable**
1.1	Reputation of organisation and staff credibility / reliability / industry standing: Organization / Company profile - **30 points:**	30

	- **Excellent:** Organization and staff have an outstanding reputation, proven reliability, and a strong company profile supported by verifiable references and achievements **(30 pts)** - **Good:** Organization and staff have a very good reputation and reliability, with strong references and a solid company profile **(20 pts)** - **Satisfactory:** Organization and staff have a good reputation and reliability, with adequate references and company profile **(15 pts)** - **Poor:** Organization and staff have limited reputation and reliability; references and company profile are weak or incomplete **(10 pts)** - **Very Poor:** Organization and staff have very little reputation or credibility; references are minimal or questionable **(5 pts)** - **No submission:** No information provided or completely unacceptable **(0 pts).**	
1.2	General organisational capability which is likely to affect implementation: - Age of the lead company *(5 years - 20 pts, each additional year - 5 pts, up to maximum 30 pts)* - Project management support mechanism *(no - 0 pts, yes - 10 pts)* - Project management controls *(up to 10 pts)*	50
1.3	Relevance of specialised knowledge and experience on similar engagements: - Minimum 5 years of proven experience in one or more of the following areas: waste management policy and planning, implementation or assessment of EU waste legislation and/or approximation of national legislation with the EU waste acquis, development of sectoral implementation plans or programmes, preparation of waste management strategies and investment programmes, institutional and technical capacity assessment in the waste sector, financial and economic assessment of waste management measures and investments, or support to EU accession processes and preparation of transitional arrangements in the environmental sector *(5 years - 30 pts, each additional year - 10 pts, up to maximum 50 pts)* - At least 2 (two) completed contracts, with a cumulative value of at least 850,000 USD, implemented in the areas of supporting the EU accession or negotiation process in the field of environment, including the waste sector, in an EU candidate country, or preparing strategic, policy or implementation documents in the waste sector for an EU Member State or an EU candidate country, carried out within the past 5 (five) years *(2 contracts - 40 pts, each additional contract - 5 pts, up to maximum 45 pts)*	95
1.4	Organisation Commitment to Sustainability: - Organisation is compliant with ISO 14001 or ISO 14064 or equivalent - *10 pts* - Organisation is a member of the UN Global Compact - *2.5 pts* - Organisation demonstrates significant commitment to environmental sustainability and the green transition through other means, such as internal policies or strategies on waste prevention and circular economy, environmental management, resource efficiency, climate action, or demonstrated participation in initiatives, partnerships or professional networks promoting sustainable waste management and the circular economy - *2.5 pts*	15
	Total Section 1	**190**

Section 2. Proposed methodology approach and implementation plan		**Points obtainable**
2.1	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:** Requirements submitted and supported by excellent evidence of ability to support and exceed contract requirements **(100 pts)**	100

	- **Good:** Requirements submitted and supported by good evidence that the important aspects of the task have been addressed in sufficient detail and that the different project components are appropriately weighted, demonstrating the ability to support and exceed the contract requirements **(90 pts)** - **Satisfactory:** Requirements submitted and supported by satisfactory evidence that the important aspects of the task have been adequately addressed and that the different project components are reasonably weighted, demonstrating the ability to support the contract requirements **(70 pts)** - **Poor:** Requirements submitted and supported by marginally acceptable or weak evidence that the important aspects of the task have been sufficiently addressed and/or that the different project components are appropriately weighted. Clarification may be required **(40 pts)** - **Very poor:** Requirements submitted but not supported by sufficient evidence that the important aspects of the task have been adequately addressed or that the different project components are appropriately weighted, providing insufficient evidence of the ability to comply with the contract requirements **(10 pts)** - **No submission:** Requirements submitted but not supported by evidence to demonstrate ability to comply with contract requirements **(0 pts)**	
2.2	Description of the Proposer's approach and methodology for meeting or exceeding the requirements of the Terms of Reference. - **Excellent**: The proposed approach and methodology are comprehensive, coherent and highly relevant to the Terms of Reference. They demonstrate a thorough understanding of the objectives, scope, tasks and deliverables, including preparation of the 5 DSIPs and 2 RSIPs, the obligation-by-obligation matrices, the common baseline and waste-flow model, implementation measures, investment and financing plans, transitional periods, stakeholder engagement and consultations with the Ministry of Environment and the European Commission. The allocation of tasks across the team is clear and consistent with the methodology **(100 pts)** - **Good**: The proposed approach and methodology are well structured and relevant to the Terms of Reference and demonstrate a good understanding of the key requirements. Appropriate arrangements are proposed for preparation of the DSIPs/RSIPs, stakeholder engagement, coordination, quality assurance and consultations. The allocation of tasks across the team is clear and consistent with the methodology **(90 pts)** - **Satisfactory**: The proposed approach and methodology address the main requirements and demonstrate a satisfactory understanding of the assignment. The proposed arrangements are generally appropriate but lack detail or specificity in some areas. The allocation of tasks across the team is less consistent with the methodology **(70 pts)** - **Poor**: The proposed approach and methodology address the requirements only partially and demonstrate a limited understanding of the assignment. Key elements, such as implementation measures, investment and financing, transitional periods or stakeholder consultation, are insufficiently developed or unclear. The allocation of tasks across the team is inconsistent with the methodology **(40 pts)** - **Very poor**: The proposed approach and methodology are substantially incomplete, unclear or insufficiently tailored to the Terms of Reference and provide limited evidence of the Proposer's understanding or ability to deliver the assignment. The allocation of tasks across the team is inconsistent with the methodology **(10 pts)** - **No submission:** The required approach and methodology and/or information on the proposed expert team have not been submitted or are unacceptable **(0 pts)**.	100
2.3	Assessment of the implementation plan proposed including whether the activities are properly sequenced and if these are logical and realistic:	150

	- **Excellent:** The proposed implementation plan is clear, comprehensive and well structured, with a logical, coherent and realistic sequence of activities, milestones and deliverables. It demonstrates a strong understanding of task interdependencies and clearly addresses key implementation stages, responsibilities and timelines, providing excellent evidence of the Proposer's ability to ensure timely and efficient implementation **(150 pts)** - **Good:** The proposed implementation plan is clear and well structured, with a logical and generally realistic sequence of activities, milestones and deliverables. Most key interdependencies and implementation timelines are appropriately addressed, with only minor areas requiring clarification or adjustment. The plan provides good evidence of the Proposer's ability to implement the assignment effectively **(135 pts)** - **Satisfactory:** The proposed implementation plan addresses the main requirements and provides a generally clear and feasible sequence of activities, milestones and deliverables. The main implementation stages and timelines are identified, although some interdependencies, responsibilities or timelines require further clarification or adjustment. The plan provides satisfactory evidence of the Proposer's ability to implement the assignment **(105 pts)** - **Poor:** The implementation plan is insufficiently structured and/or presents an unclear, incomplete or largely unrealistic sequence of activities, with limited consideration of task interdependencies and implementation timelines. The plan provides limited evidence of the Proposer's ability to implement the assignment **(60 pts)** - **Very poor:** The proposed implementation plan is substantially incomplete, unclear or poorly structured and provides insufficient evidence of a realistic implementation approach. The sequence of activities is unclear or largely unrealistic, with important activities, milestones, deliverables or interdependencies missing or inadequately addressed. It provides insufficient evidence of the Proposer's ability to implement the assignment **(15 pts)** - **No submission:** No implementation plan has been submitted, or the information provided is unacceptable **(0 pts)**	
2.4	Demonstration of ability to plan, integrate and effectively implement sustainability measures in the execution of the contract: - **Excellent:** Sustainability measures are clearly and comprehensively described, well integrated into the implementation approach, and include practical actions for resource efficiency, waste minimization, reduced travel/emissions, and environmentally responsible meetings and consultations **(40 pts)** - **Good:** Sustainability measures are clearly described and generally relevant, with practical actions identified, although some aspects of implementation or monitoring require clarification **(36 pts)** - **Satisfactory:** Some relevant sustainability measures are proposed, but they are insufficiently detailed or only partially integrated into the implementation approach **(28 pts)** - **Poor:** Sustainability measures are addressed only partially and are insufficiently integrated into the implementation approach. Proposed actions are limited or lack sufficient detail on their practical application, implementation or monitoring **(16 pts)** - **Very poor:** Sustainability measures are substantially incomplete, unclear or poorly integrated into the implementation approach. The proposed actions provide insufficient evidence of the Proposer's ability to effectively implement sustainability measures during the execution of the contract **(4 pts)** - **No submission:** Sustainability measures are not described, or the proposed approach is unacceptable **(0 pts).**	40
2.5	To what extent have quality assurance procedures and risk mitigation measures been established?	20

	- **Excellent:** Quality assurance procedures and risk mitigation measures establish a clearly described mechanism that incorporates all aspects and requirements of the assignment **(20 pts)** - **Good:** Mechanism is clear and comprehensive, covers most aspects effectively **(18 pts)** - **Satisfactory:** Procedures and measures may require some adjustments to fully incorporate all aspects and requirements **(14 pts)** - **Poor:** Procedures and measures require major adjustments to address most aspects and requirements **(8 pts)** - **Very Poor:** Mechanism is largely inadequate, missing critical elements and does not meet requirements **(2 pts)** - **No Submission:** No mechanism provided or completely unacceptable **(0 pts)**	
	Total Section 2	**410**

Section 3. Management Structure and Key Personnel and Non-Key Personnel – Amended			**Points obtainable**
3.1	***Team Leader / Senior Waste Management Expert***		**82.5**
	University degree in environmental engineering, environmental sciences, environmental management, law, or another relevant discipline *(Bachelor's degree - 8 pts., Master's degree or equivalent - 9 pts., PhD Degree - 10 pts.)*	10	
	Minimum 7 years of general professional experience in the waste management sector *(7 years - 20 pts., each additional year - 2.5 pts., up to 25 pts.).*	25	
	Experience in preparing minimum two waste management implementation plans and/or investment plans for waste sector in EU Member States or EU candidate countries that have reached an advanced stage of accession negotiations, excluding the Republic of Moldova *(2 assignments - 15 pts., each additional assignment 5 pts, up to 25 pts.)*	25	
	Experience as team leader of technical assistance (TA) project in environment or waste sector *(1 assignment - 7 pts., each additional assignment - 1.5 pts., up to 10 pts.)*	10	
	Proficiency in English. Romanian will be an asset *(Proficiency in English - 10 pts, Knowledge of Romanian - 2.5)*	12.5	
3.2	***Economic and Financial Expert***		**82.5**
	University degree in economics, finance, public finance, or another relevant discipline *(Bachelor's degree - 8 pts., Master's degree or equivalent - 9 pts., PhD Degree - 10 pts.)*	10	
	Minimum 7 years of professional experience in economic and financial analysis *(7 years - 20 pts., each additional year - 2.5 pts., up to 25 pts.).*	25	
	Proven experience in developing financing strategies for implementation of EU legislation in EU Member States or EU candidate countries that have reached an advanced stage of accession negotiations, excluding the Republic of Moldova *(2 financing strategies developed - 15 pts., each additional assignment 5 pts, up to 25 pts.)*	25	
	Experience in developing EU-funded investment programmes *(1 assignment - 7 pts., each additional assignment - 1.5 pts., up to 10 pts.)*	10	
	Proficiency in English. Romanian will be an asset *(Proficiency in English - 10 pts, Knowledge of Romanian - 2.5)*	12.5	
	Technical Waste Infrastructure Expert		

3.3	University degree in environmental engineering, civil engineering, waste management, or another relevant technical discipline (*Bachelor's degree - 8 pts., Master's degree or equivalent - 9 pts., PhD Degree - 10 pts.)*	10	**82.5**
	Minimum 7 years of professional experience in waste management infrastructure *(7 years - 20 pts., each additional year - 2.5 pts., up to 25 pts.).*	25	
	At least 2 assignments demonstrating experience in supporting the implementation of EU waste legislation in EU Member States or EU candidate countries that have reached an advanced stage of accession negotiations, excluding the Republic of Moldova *(2 assignments - 15 pts., each additional assignment 5 pts, up to 25 pts.)*	25	
	Expertise in management of waste collection and/or disposal systems *(2 assignments - 8 pts., each additional assignment - 1 pt., up to 10 pts.)*	10	
	Proficiency in English. Romanian will be an asset *(Proficiency in English - 10 pts, Knowledge of Romanian - 2.5)*	12.5	
3.4	***Senior Waste Legal Expert***		**82.5**
	Master's degree or equivalent degree in Law, European Union Law, Environmental Law, or another relevant discipline (*Master's degree or equivalent - 8 pts., PhD Degree - 10 pts.)*	10	
	Minimum 7 years of professional experience in the approximation (drafting, reviewing, and analysing environmental legislation) of EU environmental acquis an/or EU waste acquis *(7 years - 20 pts., each additional year - 2.5 pts., up to 25 pts.*)	25	
	At least 2 assignments demonstrating experience in development/transposition of the EU waste legislation in EU Member States or EU candidate countries that have reached an advanced stage of accession negotiations, excluding the Republic of Moldova *(2 assignments - 15 pts., each additional assignment 5 pts, up to 25 pts.)*	25	
	Experience in supporting EU accession processes, including legal approximation, screening, negotiation preparations, or implementation planning in EU Member States or EU candidate countries that have reached an advanced stage of accession negotiations, excluding the Republic of Moldova *(2 assignments - 8 pts., each additional assignment - 1 pt., up to 10 pts.)*	10	
	Proficiency in English. Romanian will be an asset *(Proficiency in English - 10 pts, Knowledge of Romanian - 2.5)*	12.5	
3.5	***International Non-Key Personnel (6 positions: EPR; Circular Economy and Waste Prevention; Waste Monitoring and Data Management; Landfill; Institutional Development; EU Funds Programming)***		**70**
	Per position: 2 relevant assignments in the EU waste acquis/ EU accession context implemented in EU Member States or EU candidate countries that have reached an advanced stage of accession negotiations, excluding the Republic of Moldova *(no - 0 pts, yes - 7.5 pts)*	45	
	National Non-Key Personnel (5 positions: Economic and Financial; Data Management and Statistics; GIS; Local Government; Stakeholder Engagement and Communication)		
	Per position: 2 relevant assignments in Moldova in the area of expertise of the respective position *(no - 0 pts, yes - 5 pts)*	25	
		Total Section 3	**400**

SECTION 5. TERMS OF REFERENCE

1. Background Information and Rationale, Project Description

In June 2022, the European Council granted the Republic of Moldova EU candidate status, marking a significant milestone in the country's European integration process. This status entails important responsibilities, including advancing reforms under the "Green Agenda and Sustainable Connectivity", which covers the EU acquis on environment and climate change. Progress in these areas is essential for aligning national policies with the objectives of the European Green Deal.

In this context, the United Nations Development Programme (UNDP) in Moldova supports the Government in creating the enabling conditions for a green transition. This support includes cross-sectoral cooperation through stakeholder platforms, targeted capacity-building activities, knowledge exchange, awareness-raising initiatives, and pilot implementation of green solutions. These efforts aim to ensure that the green transition concept is well understood and effectively implemented while addressing key national challenges such as climate change, environmental pollution, and the energy crisis.

Following the European Council's decision in December 2023 to open accession negotiations with Moldova and the approval of the National Action Plan for EU Accession 2025-2029 (Government Decision No. 306/2025[2]), the country entered a new phase of its EU integration process. UNDP continues to provide technical and policy support to assist national authorities in meeting accession-related commitments. On 12 June 2026 Moldova open for negotiation Cluster 1 and the EU presented the Common Position for Cluster 1 - Fundamentals[3] and therein interim benchmarks.

Within this framework, the Green Transition Project supported the bilateral screening process under Chapter 27 - Environment and Climate Change. The project contributed to the preparation of documentation covering approximately 120 EU directives, regulations, and decisions across the following areas: waste management; air quality, ozone-depleting substances and fluorinated gases; climate change, horizontal legislation. It also supported simulation of the negotiations exercises ahead of the bilateral screening sessions, that took place in Brussels from 30 June to 4 July 2025. This screening formed part of the broader accession screening process conducted between July 2024 and September 2025, covering all negotiation chapters, and was successfully concluded on 22 September 2025[4].

In addition, the project contributed to the development of the National Accession Plan 2025-2029 (Government Decision No. 306/2025[5]), the main strategic document guiding Moldova's preparations for EU membership.

In the context of EU accession process, the Republic of Moldova has made significant progress in aligning its waste management legislation with the EU acquis through the adoption of the Law on Waste (Law No. 209/2016[6]) and a comprehensive set of secondary legislation covering the main waste streams, including packaging waste[7], waste electrical and electronic equipment (WEEE)[8], batteries[9], waste oils, end-of-life vehicles (ELVs)[10], waste tyres, landfill[11], and the Deposit Return System[12]. The country has also established the strategic framework for the sector through the Waste Management Strategy 2013-2027[13](Government Decision No. 248/2013) and the National Programme on Waste Management 2023-2027[14] (Government Decision No. 972/2023), which set the priorities for developing an integrated waste management system and strengthening circular economy principles (more info at mediu.gov.md). For the further implementation of the NAP 2025-2029, the project is supporting the transposition of legal acts under the

[2] https://www.legis.md/cautare/getResults?doc_id=152627&lang=ro#
[3] https://data.consilium.europa.eu/doc/document/AD-19-2026-INIT/en/pdf
[4] Moldova successfully completes its screening process | EEAS
[5] HG306/2025
[6] https://www.legis.md/cautare/getResults?doc_id=154126&lang=ro#
[7] https://www.legis.md/cautare/getResults?doc_id=151557&lang=ro#
[8] https://www.legis.md/cautare/getResults?doc_id=151553&lang=ro
[9] https://www.legis.md/cautare/getResults?doc_id=151559&lang=ro#
[10] https://www.legis.md/cautare/getResults?doc_id=151563&lang=ro#
[11] https://www.legis.md/cautare/getResults?doc_id=141283&lang=ro
[12] https://www.legis.md/cautare/getResults?doc_id=149358&lang=ro
[13] https://www.legis.md/cautare/getResults?doc_id=114412&lang=ro#
[14] https://www.legis.md/cautare/getResults?doc_id=141680&lang=ro

Waste Subchapter of Chapter 27 - Environment and Climate Change and majority of legal acts listed above are under review.

Despite substantial progress in legislative approximation, implementation remains at an early stage. Moldova continues to face significant challenges related to insufficient waste management infrastructure, limited separate collection and recycling capacity, inadequate treatment facilities for specific waste streams, the continued use of non-compliant disposal sites, and limited institutional and administrative capacity at both national and local levels. Major investments are required to establish regional integrated waste management systems, develop collection and recycling infrastructure, strengthen Extended Producer Responsibility (EPR) schemes, improve information systems and monitoring, and enhance institutional capacity. Additional information on waste sector can be found at: Study on the management of waste electrical and electronic equipment (WEEE) and waste batteries and accumulators in the Republic of Moldova | United Nations Development Programme , Study on packaging waste management in the Republic of Moldova | United Nations Development Programme, Study on emerging waste in the Republic of Moldova | United Nations Development Programme.

Republic of Moldova has submitted to the European Commission (EC) informally its negotiation position for Chapter 27 - environment and climate change. It is expected that Moldova will receive EU Common Position for Cluster 4 - Green Agenda and Sustainable Connectivity in September 2026 in which Closing Benchmarks for Chapter 27 will be presented.

In a view of these technical, institutional and financial challenges, the Republic of Moldova within the negotiation position has requested transitional periods for several waste-related directives and regulations under Chapter 27 - Environment and Climate Change. The requests cover the Waste Framework Directive (2008/98/EC), Packaging and Packaging Waste Directive (94/62/EC), Landfill Directive (1999/31/EC), Waste Electrical and Electronic Equipment Directive (2012/19/EU), Batteries Regulation (EU) 2023/1542, End-of-Life Vehicles Regulation, and other waste stream-specific legislation included in the negotiating position. The requested transitional periods are intended to provide sufficient time to complete legislative alignment, establish the necessary institutional arrangements, develop waste management infrastructure, mobilise the required financial resources, and achieve full compliance with the obligations of the EU waste acquis.

More detailed information on the current status of the waste sector in the Republic of Moldova, including the requested transitional periods, is provided in **Annex 1: Background Waste subchapter** to the Terms of Reference (ToR). In addition, **Annex 2: Data Sources and Policy documents on Waste** to this ToR provides information of existing strategic and policy documents and relevant source of additional information.

The awarded Proposer (Contractor) shall undertake all necessary additional research and consultations with the relevant national authorities and stakeholders to identify any legislative, institutional, technical or policy developments that may have occurred since the preparation of the background documentation, as well as any additional data and information required for the preparation of the DSIPs/RSIPs.

Similarly, the transitional periods presented in Annex 1 are indicative and should not be considered final. As part of the assignment, the Proposer shall assess the appropriateness and feasibility of the proposed transitional periods in light of the current level of legislative approximation, implementation status, institutional and administrative capacities, investment needs, implementation costs, and financing opportunities.

Based on this assessment, the Contractor shall propose justified and evidence-based transitional periods, supported by comprehensive implementation schedules, cost estimates and justification, as an integral part of each Directive-Specific Implementation Plans (DSIPs) and Regulation-Specific Implementation Plans (RSIPs). The proposed DSIPs/RSIPs are expected to provide the technical basis for discussions between the Republic of Moldova and the European Commission regarding realistic implementation timeframes and the justification of transitional periods for the relevant EU waste directives and regulations.

2. Overall and Specific Objectives

The overall objective of the assignment is to support the Republic of Moldova in fulfilling the requirements of the EU accession process under Chapter 27 - Environment and Climate Change by strengthening the strategic planning

framework for the implementation of the EU waste acquis and supporting the justification of the requested transitional periods.

The specific objectives of the assignment are to:

- Prepare DSIPs and RSIPs for the priority EU waste directives and regulations for which the Republic of Moldova has requested transitional periods.
- Assess the current level of transposition, implementation, institutional and administrative capacity, technical infrastructure, financing mechanisms, and monitoring systems for each legal act.
- Develop realistic implementation roadmaps, including legislative, institutional, technical, financial, and capacity-building measures required for the full implementation of the EU waste acquis.
- Identify investment priorities, technical assistance needs, and potential financing sources to support the implementation of each DSIP/RSIP.
- Prepare robust technical, legal, institutional, and financial justifications for the requested transitional periods in support of Moldova's EU accession negotiations.
- Support the Ministry of Environment during the consultation process with the European Commission by providing technical advice and responding to comments related to the DSIPs/RSIPs and the requested transitional periods.

This assignment will result in the preparation of five (5) DSIPs and two (2) RSIPs covering the priority EU waste acquis for which transitional periods are to be requested by the Republic of Moldova, specifically:

- Directive 2008/98/EC of the European Parliament and of the Council of 19 November 2008 on waste
- Directive 2000/53/EC of the European Parliament and of the Council of 18 September 2000 on end-of-life vehicles
- Directive 1999/31/EC of the Council of 26 April 1999 on the landfill of waste
- Directive 2012/19/EU of the European Parliament and of the Council of 4 July 2012 on waste electrical and electronic equipment (WEEE) (recast)
- Directive (EU) 2019/904 of the European Parliament and of the Council of 5 June 2019 on the reduction of the impact of certain plastic products on the environment
- Regulation (EU) 2025/40 of the European Parliament and of the Council of 19 December 2024 on packaging and packaging waste, amending Regulation (EU) 2019/1020 and Directive (EU) 2019/904, and repealing Directive 94/62/EC
- Regulation (EU) 2023/1542 of the European Parliament and of the Council of 12 July 2023 on batteries and waste batteries, amending Directive 2008/98/EC and Regulation (EU) 2019/1020, and repealing Directive 2006/66/EC.

3. Scope of the assignment

The Contractor shall be responsible for the preparation of five (5) DSIPs and two (2) RSIPs (7 DSIPs/RSIPs in total), as well as providing technical support during the DSIPs/RSIPs consultation process with the European Commission.

DSIPs/RSIPs shall be developed for the following EU acquis:

- Directive 2008/98/EC of the European Parliament and of the Council of 19 November 2008 on waste[15]
- Directive 2000/53/EC of the European Parliament and of the Council of 18 September 2000 on end-of-life vehicles[16]
- Directive 1999/31/EC of the Council of 26 April 1999 on the landfill of waste[17]
- Directive 2012/19/EU of the European Parliament and of the Council of 4 July 2012 on waste electrical and electronic equipment (WEEE) (recast)[18]

[15] EUR-Lex - 02008L0098-20251016 - EN - EUR-Lex
[16] EUR-Lex - 02000L0053-20230330 - EN - EUR-Lex
[17] EUR-Lex - 01999L0031-20180704 - EN - EUR-Lex
[18] https://eur-lex.europa.eu/eli/dir/2012/19/oj/eng

- Directive (EU) 2019/904 of the European Parliament and of the Council of 5 June 2019 on the reduction of the impact of certain plastic products on the environment[19]
- Regulation (EU) 2025/40 of the European Parliament and of the Council of 19 December 2024 on packaging and packaging waste, amending Regulation (EU) 2019/1020 and Directive (EU) 2019/904, and repealing Directive 94/62/EC[20]
- Regulation (EU) 2023/1542 of the European Parliament and of the Council of 12 July 2023 on batteries and waste batteries, amending Directive 2008/98/EC and Regulation (EU) 2019/1020, and repealing Directive 2006/66/EC[21].

The latest versions of the acquis in force at the start of the assignment shall be use for completing the assignment. Where any of the above-mentioned acquis is under revision by the EC, the Bidder shall use the latest available version of the proposed Directive or Regulation, subject to agreement with the Ministry of Environment. One example of the relevant revision to be considered is related to end-of-life vehicle Directive, which now is under revision by EC.

The assignment shall comprise, but not be limited to, the following tasks:

Task #1. Inception phase, review of background documentation and stakeholder engagement

The purpose of this task is to establish a common understanding of the assignment, review the available background information, confirm the methodology and work arrangements, identify relevant stakeholders and define their roles and responsibilities, and establish a clear framework for the preparation of the DSIPs/RSIPs.

Under this task, the Contractor shall:

1.1 ***Initiate the assignment and establish working arrangements*** - establish cooperation with the Ministry of Environment, UNDP and other relevant national institutions, and agree on the overall working arrangements, including coordination and communication mechanisms, information and data collection procedures, consultation arrangements, and reporting requirements. The agreed working arrangements shall identify the institutions responsible for providing and validating each category of official data, the procedures and timetable for data requests, and the means of documenting any data that cannot be obtained or verified.

1.2 **Review the background documentation and relevant information** - review the national legislation, policy and strategic documents, existing implementation plans, institutional arrangements, previous assessments and other relevant documentation necessary for the preparation of the DSIPs/RSIPs (Annex 1 and Annex 2 to this ToR). Identify relevant information and data gaps that may need to be addressed during the assignment.

1.3 ***Develop the methodology and work plan*** - based on the review of the background documentation and consultations with the Ministry of Environment, UNDP and relevant institutions, develop the proposed methodology for the preparation of the DSIPs/RSIPs and a detailed work plan, including key activities, outputs, milestones, consultation activities and responsibilities. In addition, with the methodology, templates and definition shall be propose to be used across seven plans. The methodology shall include an obligation-by-obligation compliance matrix, a data-quality and assumptions register, a common waste-flow and infrastructure-capacity model, a costing and financing methodology, and a method for assessing and justifying transitional periods. The methodology shall specify how measures, waste quantities, facilities and costs shared by more than one legal act will be allocated and reconciled, so that they are not double-counted. The proposed methodology and templates shall be submitted as part of the Inception Report for agreement with the Ministry of Environment and UNDP before preparation of the baseline sections.

1.4 ***Identify stakeholders and define their involvement*** - identify and map all relevant stakeholders involved in or affected by the implementation of the respective EU legislation and the preparation and implementation of the DSIPs/RSIPs. Develop a stakeholder involvement framework defining, as appropriate, the role, duties and responsibilities of each stakeholder, the required level and type of involvement, consultation and coordination arrangements, and the proposed format of their engagement throughout the assignment.

1.5 ***Prepare the Inception Report*** - prepare an Inception Report (IR) consisting of results of the inception phase, including: (1) findings from the review of background documentation and information & data identified gaps;

[19] https://eur-lex.europa.eu/eli/dir/2019/904/oj/eng
[20] Regulation - EU - 2025/40 - EN - PPWR - EUR-Lex
[21] EUR-Lex - 02023R1542-20250731 - EN - EUR-Lex

(2) methodology and approach for DSIPs/RSIPs development; (3) detailed work plan and implementation schedule, including key risks, assumptions and proposed mitigation measures; (4) stakeholder mapping and proposed stakeholder involvement arrangements; (5) other recommendations for the effective implementation of the assignment.

1.6 Conduct an inception workshop and finalize the inception arrangements - develop the concept and agenda for, and conduct, one in-person inception workshop in Chisinau with representatives of the Ministry of Environment, UNDP, relevant institutions and other key stakeholders identified under the Task #1. Present and discuss the proposed methodology, work plan, stakeholder involvement arrangements and overall approach to the preparation of the DSIPs/RSIPs. The Contractor shall take into account the feedback received during the workshop and, where necessary, revise and finalize the Inception Report and the agreed work plan.

Task #2. Assessment of the current situation and preparation of baseline sections

The purpose of this task is to establish a comprehensive baseline of the current legal, institutional and implementation situation in the waste sector in relation to the relevant EU waste acquis, identify existing achievements, gaps and challenges, and establish the basis for the development of the DSIPs/RSIPs.

Under this task, the Contractor shall:

2.1 Assess the current situation regarding implementation of the relevant EU waste acquis - carry out a comprehensive assessment of the current situation regarding the implementation of each relevant EU directive and regulation, based on the background documentation provided by the Ministry of Environment and UNDP, including screening documents, negotiation documents, closing benchmarks, relevant national legislation, national strategic and planning documents, previous studies, reports, databases and other relevant information.

2.2 Prepare an obligation-by-obligation legal and implementation assessment - For each of the seven EU legal acts, the Bidder shall prepare an editable matrix identifying each material obligation and its applicable deadline; the corresponding Moldovan legal provision, where one exists; the competent authority and other responsible parties; the status of legal approximation, administrative readiness and practical implementation; the evidence supporting the assessment; and the remaining gap. The matrix shall distinguish obligations that require national legislative measures from directly applicable provisions of EU legal acts that require institutional, procedural, enforcement or other implementation measures. It shall identify cross-references and dependencies between the seven legal acts. The matrices shall be updated alongside the draft and final DSIPs/RSIPs to include the proposed measure, responsible institution, cost, deadline, indicator and any proposed transitional period for each gap.

2.3 Establish a common quantitative baseline and assess data quality - The Bidder shall compile an editable baseline dataset for the waste streams and obligations covered by the seven plans. The baseline should be developed based on the available data and information submitted by the relevant authorities. As relevant, it shall include waste generation and composition, collection coverage, separately collected quantities, preparation for re-use, recycling, recovery and disposal, existing treatment and disposal capacities, EPR and deposit-return system data, and waste imports and exports. Results shall be disaggregated by waste management region and waste stream where reliable data permit. For every material dataset and estimate, the Bidder shall record the source, reference year, definition, geographic coverage, calculation method and level of confidence. Missing, inconsistent or unverified data shall be identified, with justified estimates or ranges used where necessary.

2.4 Develop the structure of the DSIPs/RSIPs - Based on the assessment undertaken under Activity 2.1 and Task #1, develop the final structure and content framework of the DSIPs/RSIPs.

2.5 Prepare the introductory and baseline sections of the DSIPs/RSIPs - Prepare the introductory and baseline sections of each DSIP/RSIP, covering, as relevant:

- an overview of the objectives, scope and main requirements of the respective EU directives or regulations;
- the current level of legal approximation and transposition of the relevant EU legal acts into national legislation;
- the institutional and administrative framework, including the roles and responsibilities of competent authorities and other relevant stakeholders;

- relevant national policies, strategies and planning documents supporting implementation of the respective EU legal act;
- the current level of implementation and compliance with the key requirements of the respective EU directive or regulation, including achievements, implementation gaps and challenges;
- relevant stakeholders involved in the implementation of the respective EU acquis, including waste producers, producer responsibility organizations, private sector entities, civil society organizations and other relevant actors, together with their respective roles and responsibilities; and
- ongoing and completed donor-funded projects and other financial assistance programmes relevant to the implementation of the EU waste acquis, including an assessment of their contribution to achieving compliance.

2.6 Present and validate the baseline assessment - organize and facilitate one in-person technical consultation meeting in Chisinau with the Ministry of Environment, other stakeholders and UNDP representative to present the proposed structure of the DSIPs/RSIPs and the findings of the baseline assessment. The Bidder shall submit the obligation-by-obligation matrices, common baseline dataset, data-quality assessment and assumptions register for review before the consultation meeting. Following the meeting, it shall record the data and findings validated by the relevant institutions, outstanding disagreements and gaps, and the agreed assumptions to be used in the implementation analysis.

Task #3. Preparation of draft DSIPs and RSIPs - Implementation Sections

The purpose of this task is to develop the implementation sections of the DSIPs and RSIPs, building on the baseline assessment undertaken under Task 2, and to define the legislative, institutional, technical, financial and administrative measures required for the effective implementation of the relevant EU waste acquis and to support Moldova's EU accession process.

Under this task, the Contractor shall prepare the Implementation Sections for each relevant directive and regulation, covering, as appropriately, the following:

3.1 Institutional and administrative measures - the Contractor shall identify and propose institutional and administrative measures required for effective implementation of the relevant EU waste acquis, including:
- strengthening the institutional framework at national and local levels;
- assessment of staffing needs and institutional capacities, including proposed measures and indicative timelines for addressing identified gaps;
- mechanisms for inter-institutional coordination and cooperation, including inter-municipal coordination and management of waste management zones, where relevant;
- strengthening permitting, registration, inspection, monitoring and reporting systems;
- strengthening enforcement and compliance mechanisms;
- measures to improve Extended Producer Responsibility (EPR) systems, where applicable; and
- measures to strengthen administrative capacity for the programming, management and absorption of EU funds during both the pre-accession and post-accession periods.

3.2 Strategic and planning measures - the Contractor shall identify and propose measures for the preparation, revision and implementation of the national, regional and local strategic and planning documents required under the relevant EU directives and regulations. These may include, as applicable, waste prevention programmes, waste management plans, regional waste management plans, and plans or programmes addressing specific waste streams. The proposed measures shall include, as appropriate, responsibilities, priorities and indicative timelines for preparation, adoption and implementation.

3.3 Technical implementation measures - the Contractor shall develop technical implementation measures addressing all key requirements of each relevant directive and regulation. Depending on the legal act concerned, these may include, but shall not be limited to: waste prevention; separate collection systems; preparation for re-use and recycling; bio-waste management; municipal waste treatment; energy recovery; construction and demolition waste; specific waste streams; reduction of single-use plastics; producer registration; achievement of recycling and recovery targets; data collection, monitoring and reporting systems; deposit-return systems and other measures necessary to ensure compliance with the requirements of the respective directive or regulation.

3.4 Develop integrated waste-flow and capacity scenarios - Using the common baseline agreed under Task 2, the Contractor shall prepare one consistent national model, disaggregated by waste management region and relevant waste stream, to estimate the quantities requiring collection, separate collection, sorting, treatment, recycling, recovery and disposal over the implementation period. The model shall distinguish: (i) the current baseline; (ii) a scenario reflecting existing and credibly committed projects; and (iii) a full-compliance scenario. It shall identify the infrastructure and service-capacity gap, dependencies between projects, and the contribution of EPR and deposit-return systems. The Bidder shall test the sensitivity of the results to material uncertainties, including waste generation, collection and capture rates, investment costs and delays in commissioning. Assumptions, calculations and results shall be provided in editable form and reconciled across all seven DSIPs/RSIPs.

3.5 Supporting implementation measures - the Contractor shall identify supporting measures necessary to facilitate and sustain implementation of the relevant EU waste acquis, including, but not limited to:

- economic and market-based instruments; financial sustainability of waste management services; cost recovery mechanisms and tariff-setting methodologies private sector participation; public awareness and communication activities education and capacity-building measures; and other horizontal measures supporting effective implementation;
- measures supporting the fulfilment of the closing benchmarks for Chapter 27, where relevant.

For the Landfill Directive, the Contractor shall define a deadline and intermediate deadlines for Closure of Non-compliant landfills, in consultation with MoE, and prepare an Integrated National Priority List for the Closure and Rehabilitation of Non-compliant Landfills, building upon identified noncompliant landfills developed in the previous studies, programmes and projects implemented in the Republic of Moldova. The programme List shall include prioritisation criteria, implementation phases, indicative costs, responsible institutions and implementation timelines at both national and regional (waste management zone) levels.

3.6 Financial assessment of implementation - the Contractor shall conduct a comprehensive financial assessment of the implementation of each DSIP and RSIP, that will include, but not limited to the following aspects:

- methodology and assumptions used for cost estimation;
- assessment of capital and operational investment needs;
- implementation costs over the proposed implementation period;
- financial affordability considerations where relevant.

3.7 Financing plan and funding sources - based on the financial assessment, the Contractor shall identify potential financing sources and prepare a financing strategy for implementation of the DSIPs/RSIPs, taking into account:

- national and local public budgets;
- EU pre-accession assistance;
- the EU Multiannual Financial Framework (2028-2034) and beyond relevant for Cohesion Policy and Structural Funds;
- international financial institutions and bilateral donors;
- private sector financing and EPR schemes, where applicable.

The Contractor shall work in close cooperation with the Ministry of Finance and the Ministry of Infrastructure and Regional Development to ensure that the proposed financing strategy is aligned with Moldova's fiscal framework, national public investment planning and EU funding programming.

The Contractor shall prepare a multiannual financial plan as an integral part of each DSIP/RSIP, identifying estimated financing requirements, proposed funding sources, annual financing needs and an indicative implementation schedule, taking into account national resources and available international and EU financial instruments.

Across the seven plans, the Bidder shall prepare one consolidated financing table that reconciles annual investment and operating requirements with confirmed funding, reasonably expected funding and currently unidentified funding. The table shall identify the resulting financing gap by year, waste management region, measure and responsible payer. Financing sources shall be described according to their actual status; a potential funding instrument shall not be presented as committed financing.

3.8 Investment programme - the Contractor shall develop a prioritized investment programme for implementation of each relevant Directive and Regulation, including:

- a prioritized pipeline of investment projects, with a short description of each project, indicative costs, implementation period, responsible beneficiary institution(s) and proposed financing source(s); and
- a pipeline of technical assistance, institutional development and procurement projects required to support implementation of the relevant directive or regulation.

3.9 Monitoring and reporting framework - the Contractor shall develop a monitoring and reporting framework for implementation of the DSIPs/RSIPs, including:

- implementation indicators;
- milestones and target dates;
- institutional responsibilities for monitoring and reporting;
- reporting mechanisms; and
- procedures for periodic review and updating of the DSIPs/RSIPs.

3.10 Transitional periods - where transitional periods are required for the implementation of specific provisions of the relevant directives or regulations, the Contractor shall:

- identify the relevant provisions and propose transitional periods and intermediate periods necessary to achieve full transposition and implementation;
- prepare detailed technical, legal, institutional and financial justifications for each requested transitional period, including intermediate periods;
- demonstrate the necessity, proportionality and feasibility of the proposed transitional measures; and
- identify the measures and milestones required to achieve full compliance by the end of the proposed transitional period.

3.11 Risk management - the Contractor shall identify the principal risks that may affect implementation of each DSIP/RSIP and propose appropriate mitigation and corrective measures, including, where relevant, institutional, financial, technical, legal and implementation-related risks.

3.12 Stakeholder consultation and finalization of draft DSIPs/RSIPs - the Contractor shall organize and facilitate at least one national stakeholder consultation workshop to present the draft DSIPs/RSIPs. The agenda, format and duration of the consultation shall be agreed with the Ministry of Environment and UNDP. The consultation shall cover all seven DSIPs/RSIPs and may be organized over more than one day, as necessary, to allow sufficient time for presentation and discussion of the documents. Following the consultation, the Contractor shall:

- prepare a consultation report summarizing the comments and recommendations received and indicating how these have been addressed;
- revise and update the draft DSIPs/RSIPs based on comments received from stakeholders, the Ministry of Environment and UNDP; and
- submit the revised draft DSIPs/RSIPs for further review and consideration.

The Contractor may include annexes to the DSIPs/RSIPs, as necessary. The Contractor may also undertake additional analyses or propose additional implementation measures where considered necessary to ensure completeness, coherence and practical applicability of the DSIPs/RSIPs.

Task #4. Technical support during the consultation and finalization process

The purpose of this task is to provide technical support to the Ministry of Environment throughout the national and European Commission consultation processes, facilitate the revision and finalization of the DSIPs/RSIPs, and provide technical assistance in relation to transitional periods and Moldova's EU accession negotiations.

Under this task, the Contractor shall implement the following:

4.1. ***Support the consultation process with the European Commission*** - provide technical support to the Ministry of Environment during consultations with the European Commission by:

- reviewing and analyzing comments, recommendations and requests for clarification received from the European Commission regarding the draft DSIPs/RSIPs and proposed transitional periods;
- preparing technical responses, explanatory notes, briefing papers, justifications, position papers, presentations, memoranda and other supporting materials, as requested by the Ministry of Environment;
- providing technical input to the Ministry of Environment in addressing issues raised during the consultation process; and
- participating in meetings, technical discussions and consultation sessions with the European Commission, either online or in Chisinau, when requested by the Ministry of Environment or UNDP.

4.2. ***Support national inter-institutional and stakeholder consultations*** - provide technical support to the Ministry of Environment during national consultations by:

- participating in technical meetings with relevant ministries, agencies and other competent institutions;
- supporting consultations with municipalities, waste management structures at the regional/waste management zone level, producer responsibility organizations, the private sector and other relevant stakeholders, where required;
- analyzing and supporting the resolution of technical, financial, institutional and other issues arising during the consultation process; and
- consolidating and addressing comments and recommendations received from national stakeholders and supporting their appropriate incorporation into the DSIPs/RSIPs.

4.3. ***Support the EU accession negotiation process and transitional periods*** - provide technical assistance to the Ministry of Environment in relation to the requested transitional periods and the EU accession negotiation process, including:

- supporting the preparation and refinement of draft provisions for inclusion in the Treaty of Accession concerning the requested transitional periods;
- providing technical and, where relevant, legal input and justifications concerning the proposed transitional periods;
- supporting the Ministry of Environment in responding to questions and requests for clarification related to the proposed transitional periods; and
- providing technical support during relevant accession negotiations and discussions throughout the implementation period of the assignment.

The Bidder shall maintain a consolidated register of questions and comments received from the European Commission concerning transitional periods, the proposed response to each question or comment, the supporting evidence, the Ministry of Environment's decision, and any resulting revision to a justification fiche, implementation schedule or draft accession provision. The Bidder's analyses and draft provisions shall constitute technical support; the Ministry of Environment shall determine and approve the Republic of Moldova's negotiating position.

4.4. ***Prepare a Consultation and Technical Support Report*** - prepare a final report summarizing the consultation and technical support provided under this task, including:

- key consultation processes and meetings supported;

- main comments, recommendations and issues raised by national stakeholders and the European Commission;
- key technical, institutional, financial and legal issues addressed;
- actions taken and revisions made to the DSIPs/RSIPs; and
- outstanding issues, if any, and recommendations for their further consideration.

Task #5. Finalisation and Submission of the DSIPs/RSIPs

The purpose of this task is to finalize the DSIPs and RSIPs, incorporating all agreed comments and recommendations received during the national and European Commission consultation processes, and to submit the final documents together with the supporting materials and capacity-building outputs developed under the assignment.

Under this task, the Contractor shall:

5.1. Finalize the DSIPs/RSIPs

Specifically, the Contractor will:

- review and consolidate all comments and recommendations received from the Ministry of Environment, UNDP, the European Commission and other relevant stakeholders;
- revise and update each DSIP/RSIP accordingly, ensuring that agreed comments and recommendations are appropriately addressed and reflected in the final documents;
- ensure consistency, coherence and alignment across all DSIPs/RSIPs, including consistency of terminology, implementation measures, timelines, financing arrangements, indicators and institutional responsibilities; and
- verify the accuracy and consistency of the technical, legal, institutional and financial information included in the final documents.

5.2. Submit the final DSIPs/RSIPs and supporting materials

The Contractor shall submit, electronically and in two hard copies

- five (5) final Directive-Specific Implementation Plans (DSIPs);
- two (2) final Regulation-Specific Implementation Plans (RSIPs);
- an executive summary for each DSIP/RSIP, highlighting the main implementation measures, investment priorities, financing requirements and requested transitional periods, where applicable; and
- all relevant supporting annexes, databases, tables, investment pipelines, implementation schedules and other materials developed as part of the assignment.

5.3. Conduct capacity-building training on implementation, monitoring and reporting

The Contractor shall design and deliver one (1) in-person capacity-building workshop in Chisinau for representatives of the Ministry of Environment, the Bureau for European Integration, the Ministry of Finance, the Ministry of Infrastructure and Regional Development and other relevant institutions involved in the implementation, coordination, monitoring and reporting of the DSIPs/RSIPs.
The training shall cover, at a minimum:

- institutional arrangements for implementation of the DSIPs/RSIPs;
- roles and responsibilities of institutions involved in implementation and coordination;
- monitoring and reporting mechanisms, including indicators, milestones and performance targets;
- procedures for tracking implementation progress and identifying and addressing implementation delays;
- reporting obligations towards the Government and the European Commission, including arrangements for communication with the European Commission;

- procedures for reviewing and updating the DSIPs/RSIPs during the accession process and following EU accession; and
- coordination of financial planning, investment programming and donor assistance in support of implementation of the DSIPs/RSIPs.

The Contractor shall prepare all necessary training materials, including the agenda, presentations, practical exercises and other supporting materials, and shall prepare a brief report summarizing participants' feedback and recommendations for further capacity-building needs.

5.4. Conduct final presentation and knowledge transfer

The Contractor shall organize and deliver one (1) final dissemination and knowledge-transfer event in Chisinau to present the completed DSIPs/RSIPs and their key findings to the Ministry of Environment, the Bureau for European Integration, UNDP and other relevant stakeholders.
The presentation shall highlight, as appropriate:

- the implementation roadmap and key priorities;
- priority investments and technical assistance needs;
- financing strategy;
- the monitoring and reporting framework;
- requested transitional periods; and
- key recommendations for implementation of the relevant EU waste acquis.

The capacity-building workshop under Activity 5.3 and the final dissemination and knowledge-transfer event under Activity 5.4 may be organized consecutively or back-to-back, subject to agreement with the Ministry of Environment and UNDP, in order to ensure efficient participation of relevant stakeholders and avoid duplication of meetings.

As part of the final handover, Contractor shall provide all editable electronic files and supporting materials developed under the assignment, including databases, calculations, GIS layers (where applicable), presentations, tables, investment lists, implementation schedules and other relevant working materials.

4. Deliverables and Payment Schedule

The selected Contractor is expected to provide the following deliverables according to the schedule below:

#	Deliverables	Payment (% of total contract price)	Estimated deadlines
1	**Deliverable 1.** Inception Report, including the findings of the background review, methodology and approach, detailed work plan and implementation schedule, stakeholder mapping and engagement arrangements, identified risks and mitigation measures, and key recommendations for implementation, validated through the inception workshop. *(implemented in line with the requirements of the tasks 1.1 - 1.6 above)*	5%	Within 1,5 months from the date of contract signature
2	**Deliverable 2.** Structure, "Introductory" and "Baseline" Sections of the 7 DSIPs/RSIPs developed and validated through the in-person consultation meeting, in accordance with tasks 2.1-2.6.	25%	Within 4 months from the date of contract signature
3	**Deliverable 3:** Draft "Implementation" Sections for the 7 DSIPs/RSIPs - developed in accordance	25%	Within 8 months from the date of contract signature

	with tasks 3.1-3.11 and presented and discussed during the national stakeholder consultation workshop under task 3.12.		
4	**Deliverable 4:** A report summarizing the support provided during the consultation process (as per tasks 4.1. - 4.4.)	10%	Within 10 months from the date of contract signature
5	**Deliverable 5:** Final DSIPs (5) and RSIPs (2) with an executive summary for each plan and all supporting annexes and editable electronic files submitted to the final beneficiary (as per tasks 5.1.&5.2.)	20%	Within 11 months from the date of contract signature
6	**Deliverable 6:** Capacity-Building, Final Presentation and Knowledge Transfer events organized in line with tasks 5.3.&5.4.	15%	Within 12 months from the date of contract signature
	TOTAL	**100%**	

5. Institutional arrangements

The Ministry of Environment of the Republic of Moldova shall be the beneficiary of the assignment and the recipient of all deliverables produced under the contract.

The Contractor shall work under the overall supervision of the Policy and Legal Development Manager of the UNDP Enabling an Inclusive Green Transition in the Republic of Moldova Project and in close coordination with the Ministry of Environment. The Contractor shall maintain regular communication with UNDP Moldova/Green Transition Project and the Ministry of Environment throughout the assignment to ensure the timely delivery and quality of all outputs.

The Contractor shall carry out the assignment in close cooperation and coordination with the Ministry of Environment, UNDP Moldova/Green Transition Project and other relevant national institutions, ensuring that the deliverables adequately reflect their inputs, expertise and comments.

The Contractor will work closely with two (2) national waste management experts, who will be engaged by the Green Transition Project through a separate procurement process, to ensure effective coordination and complementarity of technical inputs, consistency of analyses and recommendations, and appropriate integration of their contributions into the DSIPs/RSIPs.

The Contractor shall ensure the timely delivery of all deliverables. All deliverables shall be prepared in English. It shall be responsible for the technical preparation and facilitation of all required coordination meetings, consultation and training workshops, and the final dissemination event under the respective Deliverables. In this regard, the Contractor shall:

- prepare draft invitations for dissemination by UNDP and the Ministry of Environment;
- develop the agenda and detailed programme for each meeting or event;
- prepare presentations, training materials and other supporting documentation;
- propose the list and estimated number of participants in consultation with UNDP and the Ministry of Environment;
- facilitate and moderate the meetings, workshops and final dissemination event; and
- document the outcomes of each event and prepare meeting/event reports, as required under the respective tasks.

The Contractor shall coordinate closely with the Ministry of Environment and UNDP Moldova/Green Transition Project regarding the agenda, participants and overall organization of each meeting or event. All meetings and events shall be conducted in person in Chișinău.

The Green Transition Project shall cover all related logistical costs, including, as applicable, venue, equipment, printing of event materials, interpretation/translation services and other organizational expenses. *The costs of the experts' travel to and from Chișinău (international and in-country travel, accommodation, subsistence and local transportation, if any) for all in-person events and missions shall be borne by the Contractor and included in Form K: Financial Proposal.*

UNDP shall be responsible for reviewing and accepting the deliverables, in consultation with the Ministry of Environment. All deliverables shall be subject to review and approval by UNDP before being considered accepted.

6. Estimated level of effort

The assignment is expected to be implemented in a timeframe of 12 months, during December 2026 - December 2027, after the signing of the contract.

The workload indicated below is provided for reference to help Proposers assess the expected level of effort required for the assignment. Proposers may propose adjustments to the number of working days and the allocation of personnel, provided that the proposed approach is consistent with their methodology, ensures timely delivery and quality of outputs, and provides adequate coverage of all key personnel roles identified below.

The total indicative level of effort for the assignment is approximately 920 expert days, distributed as follows:

- **International experts:** approximately **60% (552 working days)**; and
- **National experts:** approximately **40% (368 working days)**.

The proposed allocation shall ensure:

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

The Proposers shall be responsible for including all costs associated with travel missions to Chisinau in Form K: Financial Proposal.

7. Professional Qualifications of the Successful Contractor and its key personnel

The qualifications of the company/organization, or consortium of companies/organizations, including those of the proposed key personnel, are presented in **Section 4** of this document.

The Proposers should propose a team consisting of the following members:

- ***International Key Personnel:***
  1. One Team Leader / Senior Waste Management Expert
  2. One Economic and Financial Expert
  3. One Technical Waste Infrastructure Expert
  4. One Senior Waste Legal Expert

- ***International Non-Key Personnel:***
  1. One International EPR Expert
  2. One International Circular Economy and Waste Prevention Expert
  3. One International Waste Monitoring and Data Management Expert
  4. One International Landfill Expert
  5. One International Institutional Development Expert
  6. One International EU Funds Programming Expert

- ***National Non-Key Personnel:***

1. One National Economic and Financial Expert
2. One National Data Management and Statistics Expert
3. One National GIS Expert
4. One National Local Government Expert
5. One National Stakeholder Engagement and Communication Expert

Proposers should enclose a CV (as per Form H: Format for CV of Proposed Key Personnel) for each person (key and non-key personnel) anticipated to be assigned to the project and should include specific information on the experience and roles.

Key personnel expected activities:

1. ***Team Leader / Senior Waste Management Expert***

Expected activities: The Team Leader will be responsible for the overall coordination and quality assurance of the assignment, leading the preparation of the seven DSIPs/RSIPs for EU Waste acquis, ensuring consistency across all deliverables, coordinating the expert team, liaising with the Ministry of Environment and other stakeholders in Moldova, supporting and providing strategic guidance during consultations with the European Commission.

2. ***Economic and Financial Expert***

Expected activities: The Economic and Financial Expert will assess investment needs, estimate implementation costs, develop financing strategies, identify potential national and international funding sources, prepare affordability assessments where required, and contribute to the development and prioritisation of investment and technical assistance projects under each DSIP/RSIP.

3. ***Technical Waste Infrastructure Expert***

Expected activities: The Technical Waste Infrastructure Expert will assess existing waste infrastructure in Moldova considering each designated waste zones, identify infrastructure gaps and compliance needs, estimate future infrastructure requirements, prepare technical implementation measures, develop the Integrated National Priority List for the Closure and Rehabilitation of Non-compliant Landfills landfill closure and rehabilitation programme, and support the preparation of investment plans for each DSIP/RSIP.

4. ***Senior Waste Legal Expert***

Expected Activities: The Senior Waste Legal Expert will analyse the level of transposition of the EU waste acquis, identify remaining legislative gaps, prepare the legal sections of the DSIPs/RSIPs, develop the legal justification for the requested transitional periods, draft the proposed provisions for the Accession Treaty for Moldova related to transitional measures, and support the Ministry of Environment during consultations with the European Commission on legal and legislative matters.

Any changes in the experts' team on behalf of the Contractor shall occur only with UNDP's prior written approval. In such cases, the Contractor shall ensure that the replacement experts proposed have equivalent qualifications and experience to those in the original proposal.

During the assignment, the Key and non-key personnel should prove 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.

8. Financial arrangements

Payments will be made based on lump sum provided in the financial proposal for services required and accepted by UNDP. When developing their Financial Proposal, the Proposers are required to consider any currency fluctuations, given that currency fluctuation is not subject to any changes in the unit rates and total contract price. The Proposer must take into account all costs associated with the activities related to the output. Pricing and payments will be against the

accepted outputs and not the costs associated with these outputs. Lack of understanding and knowledge will not be considered as waiving the objectives.

Payment

UNDP shall conduct payments to the Contractor in the amounts and pursuant to the Payment Schedule below, upon completion by the Contractor of the corresponding deliverables and upon acceptance by UNDP of the original invoices submitted by the Contractor to the UNDP. Deliverables shall be accepted and endorsed by the Policy and Legal Development Manager of the Green Transition Project, in consultation with the Ministry of Environment, within 14 calendar days from their submission.

Payment Schedule:

#	Deliverables	Payment (% of total contract price)
1	Deliverable 1. Inception Report, including the findings of the background review, methodology and approach, detailed work plan and implementation schedule, stakeholder mapping and engagement arrangements, identified risks and mitigation measures, and key recommendations for implementation, validated through the inception workshop. (implemented in line with the requirements of the tasks 1.1 - 1.6)	5%
2	Deliverable 2. Structure, "Introductory" and "Baseline" Sections of the 7 DSIPs/RSIPs developed and validated through the in-person consultation meeting, in accordance with tasks 2.1-2.6.	25%
3	Deliverable 3: Draft "Implementation" Sections for the 7 DSIPs/RSIPs - developed in accordance with tasks 3.1-3.11 and presented and discussed during the national stakeholder consultation workshop under task 3.12.	25%
4	Deliverable 4: A report summarizing the support provided during the consultation process (as per tasks 4.1. - 4.4.)	10%
5	Deliverable 5: Final DSIPs (5) and RSIPs (2) with an executive summary for each plan and all supporting annexes and editable electronic files submitted to the final beneficiary (as per tasks 5.1.&5.2.)	20%
6	**Deliverable 6:** Capacity-Building, Final Presentation and Knowledge Transfer events organized in line with tasks 5.3.&5.4.	15%
	TOTAL	**100%**

SECTION 6: CONDITIONS OF CONTRACT AND CONTRACT FORMS

6.1 The types of Contract to be signed and the **applicable UNDP Contract General Terms and Conditions**, as specified in Data Sheet, can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html

6.2 Special Conditions of Contract

N/A

6.3 Contract Form

In the event of an award, the following sample Contract will be used: Contract for Goods and/or Services to UNDP. The conditions are available at: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html

6.4 Performance Security

Performance Security must be issued using the official letterhead of the Issuing Bank.

Except for indicated fields, no changes may be made on this template.

Beneficiary: **United Nations Development Programme**

RFP Reference: **RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**

PERFORMANCE SECURITY No.: Click or tap here to enter text.

Dear Sirs,

WHEREAS, the United Nations Development Programme (the "Beneficiary") and [**Name of Contractor**] (the "Contractor") have entered into Contract No. [**contract number]** for [**insert description of contract**], which entered into force on [**date**] (the "Contract");

WHEREAS, the Contract requires that the Contractor furnishes a bank guarantee for a sum specified in the Contract as security for the Contractor's satisfactory compliance with its obligations under the Contract;

WHEREAS, we **[Name** of **the Bank]** (the "Guarantor"), have agreed to give the Contractor such Guarantee;

NOW THEREFORE, we, the Guarantor, hereby undertake to pay to the Beneficiary, upon the Beneficiary's first written demand and without cavil or arguments any sum or sums not exceeding in the aggregate **[currency][amount in words and figures]** or such lesser sum of money as the Beneficiary may by such written demand require to be paid, accompanied by the Beneficiary's written statement that the Contractor is in breach of its obligations under the Contract, without the need to specify, prove or show grounds or reasons for such demand. Such statement shall be conclusive evidence of the Beneficiary's entitlement to payment in the amount demanded, up to the amount of this Guarantee.

The maximum guaranteed amount under this Guarantee is **[currency] [amount in words and figures]**.

We, the Guarantor, further agree that no change or addition to or other modification of the terms of the Contract or of the works, goods and services acquired thereunder, which may be made between the Beneficiary and the Contractor, shall in any way release us, the Guarantor, from any liability under this Guarantee, and we hereby waive the notice of any such change, addition or modification.

This Guarantee shall be valid until thirty (30) days after the date of issuance by the Beneficiary of a certificate of satisfactory performance and full completion by the Contractor of its obligations under the Contract.

Subject to the paragraph below, this Guarantee is governed by the Uniform Rules for Demand Guarantees, ICC Publication No. 758. The supporting statement under Article 15(a) thereof is excluded.

Nothing herein or related hereto shall be deemed a waiver express or implied of the privileges and immunities of the United Nations, including its subsidiary organs nor shall it be interpreted or applied in a manner inconsistent with such privileges and immunities.

SIGNATURE AND SEAL OF THE GUARANTOR BANK

_____

Date:
Name of Bank:
Address:

SECTION 7: PROPOSAL FORMS – Amendment no. 1

- **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 and Non-Key Personnel**
- **Form I: Statement of Exclusivity and Availability**
- **Form J: Financial Proposal Submission** *[Form J is part of the Financial Proposal and shall be submitted directly in the system only in the "Commercial section" of the requirements. Please, ensure that no other documents are disclosing your financial proposal apart from Forms J and K. Non-compliance with this instruction may result in rejection of the proposal received.]*
- **Form K: Format for Financial Proposal** *[Forms K is part of the Financial Proposal and shall be submitted directly in the system only in the "Commercial section" of the requirements. Please, ensure that no other documents are disclosing your financial proposal apart from Forms J and K. Non-compliance with this instruction may result in rejection of the proposal received.]*
- **Form L:** Proposal Security

FORM A: PROPOSAL CONFIRMATION

Please acknowledge receipt of this RFP by completing this form and returning it by email to the address, and by the date specified, in the Letter of Invitation.

To: Insert name of contact person

Email: Insert contact person's email - do not enter secure proposal email address

From: Insert name of proposer

Subject **RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**

Check the appropriate box	Description
☐	**YES**, we intend to submit a proposal.
☐	**NO**, we are unable to submit a competitive proposal for the requested services at the moment

If you selected NO above, please state the reason(s) below:

Check applicable	Description
☐	The requested services are not within our range of supply
☐	We are unable to submit a competitive proposal for the requested services at the moment
☐	The requested services are not available at the moment
☐	We cannot meet the requested terms of reference
☐	The information provided for proposal purposes is insufficient
☐	Your RFP is too complicated
☐	Insufficient time is allowed to prepare a proposal
☐	We cannot meet the delivery requirements
☐	We cannot adhere to your terms and conditions e.g. payment terms, request for performance security, etc. Please provide details below.
☐	Sustainability criteria/requirements are too stringent (if applicable)
☐	We do not export
☐	We do not sell to the UN
☐	Your requirement is too small
☐	Our capacity is currently full
☐	We are closed during the holiday season
☐	We had to give priority to other clients' requests
☐	The person handling proposals is away from the office
☐	Other (please provide reasons below):
Further information: Click or tap here to enter text.	
☐	We would like to receive future RFPs for this type of services
☐	We don't want to receive RFPs for this type of services

Questions to the Supplier concerning the reasons for no proposal should be addressed to Click or tap here to enter text. phone Click or tap here to enter number., email Click or tap here to enter text..

FORM B: CHECKLIST

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

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

Technical Proposal:

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

Financial Proposal:

▪ Form J: Financial Proposal Submission	☐
▪ Form K: Financial Proposal	☐

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

FORM C: TECHNICAL PROPOSAL SUBMISSION

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference:	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**		

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

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

Yes	No	
☐	☐	**Requirements and Terms and Conditions:** I/We have read and fully understand the RFP, including the RFP Information and Data Sheet, Terms of Reference, the General Conditions of Contract and any Special Conditions of Contract. I/we confirm that the proposer agrees to be bound by them.
☐	☐	I/We confirm that the proposer has the necessary capacity, capability and necessary licenses to fully meet or exceed the requirements and will be available to deliver throughout the relevant contract period.
☐	☐	**Ethics**: In submitting this proposal I/we warrant that the proposer: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any competitor; has not directly or indirectly approached any representative of the buyer (other than the point of contact) to lobby or solicit information in relation to the RFP; has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the buyer.
☐	☐	I/We confirm to undertake not to engage in proscribed practices, or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct :https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
☐	☐	**Conflict of interest:** I/We warrant that the proposer has no actual, potential or perceived conflict of Interest in submitting this proposal, or entering into a contract to deliver the requirements. Where a conflict of interest arises during the RFP process the proposer will report it immediately to the Procuring Organisation's Point of Contact.
☐	☐	**Prohibitions and Sanctions:** I/We hereby declare that our firm, ultimate beneficial owners, affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
☐	☐	I/We do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);
☐	☐	**Bankruptcy**: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against us that could impair our operations in the foreseeable future.
☐	☐	**Proposal Validity Period:** I/We confirm that this Proposal, including the price, remains open for acceptance for the proposal validity period.
☐	☐	I/We understand and recognize that you are not bound to accept any proposal you receive.
☐	☐	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organisation/s to make this declaration on its/their behalf.

Name: _____

Title: _____

Date: _____

Signature: _____

[*Stamp with official stamp of the Proposer*]

FORM D: PROPOSER INFORMATION

RFP Reference	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**
Legal name of Proposer	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of registration	Click or tap here to enter text.
Proposer's Authorized Representative information	Name and Title: Click or tap here to enter text. Telephone numbers: Click or tap here to enter text. Email: Click or tap here to enter text.
Legal structure	Choose an item.
No. of full-time employees	Click or tap here to enter number.
No. of staff involved in similar contracts	Click or tap here to enter number.
Are you a UNGM registered vendor?	☐ Yes ☐ No If yes, insert UNGM Vendor Number
Years of supplying to UN organisations	Click or tap here to enter text.
Are you a Click or tap here to enter text.**vendor?**	☐ Yes ☐ No If yes, insert Vendor Number
Countries of operation	Click or tap here to enter text.
Subsidiaries in the region (please indicate names of subsidiaries and addresses, if relevant to the proposal)	Click or tap here to enter text.
Commercial Representatives in the country: Name/Address/Phone (for international companies only)	Click or tap here to enter text.
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) *(If yes, provide a Copy of the valid Certificate):*	Click or tap here to enter text.
Does your Company have a corporate environmental policy or environmental management system/accreditation such as ISO 14001 or ISO 14064 or equivalent? *(If yes, provide a Copy of the valid Certificate):*	Tick all that apply and **provide supporting documentation**: ☐ Corporate Environmental Policy ☐ ISO 14001 ☐ ISO 14064 ☐ Other, specify Click or tap here to enter text.

Does your organization demonstrate significant commitment to sustainability, including the following aspects that have been identified in the UN Sustainable Procurement Framework? • **Environmental: prevention of pollution, sustainable resources; climate change and mitigation and the protection of the environment, biodiversity.** • **Social: human rights and labour issues, gender equality, sustainable consumption, and social health and wellbeing.** • **Economic: whole life cycle costing, local communities and small or medium enterprises, and supply chain sustainability.**	Attach a formal statement that outlines your organisation's commitment to sustainability, where possible providing evidence of tangible results that demonstrate progress such as: Tick all that are attached: ☐ Formal statement ☐ Sustainability report ☐ UN Global Compact Communication on Progress ☐ Other, specify Click or tap here to enter text.
Does your company belong to a diverse supplier group including micro, small or medium sized enterprise, women or youth owned business or other? *(If yes, please provide details and documentation]*	Click or tap here to enter text.
Is your company a member of the UN Global Compact?	Choose an item. If yes, please provide link to Global Compact profile: Click or tap here to enter text.
Bank Information	Bank Name: Click or tap here to enter text. Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.
Contact person that Click or tap here to enter text. **may contact for requests for clarifications during Proposal evaluation**	Name and Title: Click or tap here to enter text. Telephone numbers: Click or tap here to enter text. Email: Click or tap here to enter text.

FORM E: JOINT VENTURE/CONSORTIUM/ASSOCIATION INFORMATION

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference:	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**		

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

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

Name of leading partner (with authority to bind the JV, Consortium, Association during the RFP process and, in the event a Contract is awarded, during contract execution)	Click or tap here to enter text.

We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

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

The recommended Contractor shall submit a duly notarized Joint Venture/Consortium/Association Agreement prior to contract signature.

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

Name of partner: _____

Signature: _____

Date: _____

Name of partner: _____

Signature: _____

Date: _____

Name of partner: _____

Signature: _____

Date: _____

Name of partner: _____

Signature: _____

Date: _____

FORM F: ELIGIBILITY AND QUALIFICATION

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference:	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**		

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

History of Non- Performing Contracts

☐No non-performing contracts during the last 3 years			
☐ Contract(s) not performed in the last 3 years			
Year	**Non- performed portion of contract**	**Contract Identification**	**Total Contract Amount** (current value in US$)
		Name of Client: Address of Client: Reason(s) for non-performance:	

Litigation History (including pending litigation)

☐ No litigation history for the last 5 years			
☐ Litigation History as indicated below			
Year of dispute	**Amount in dispute** *(state currency)*	**Contract Identification**	**Total Contract Amount** *(state currency)*
		Name of Client: Address of Client: Matter in dispute: Party who initiated the dispute: Status of dispute: Party awarded if resolved:	

Previous Relevant Experience

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

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

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

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

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

Financial Standing

Annual Turnover for the last 3 years	**Year 2025**	Currency: USD	Amount
	Year 2024	Currency: USD	Amount
	Year 2023	Currency: USD	Amount
Latest Credit Rating (if any), indicate the source and date.			

Financial information (state currency)	**Historic information for the last 3 years**		
	2023	**2024**	**2025**
	Information from Balance Sheet		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	Information from Income Statement		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio (current assets/current liabilities)			

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

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

FORM G: FORMAT FOR TECHNICAL PROPOSAL

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference:	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**		

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

Section 1: Proposer's qualification, capacity and expertise

1.1 Organisation profile - brief description of the organisation, including the year and country of incorporation, main areas of activity, organisational structure and relevant sectoral expertise.

1.2 General organisational capability - description of the organisational capacity relevant to the implementation of the assignment, including management structure, project management and control mechanisms, capacity to mobilise and coordinate the required expertise, financial and operational capacity, and the extent to which any work would be subcontracted.

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

1.4 Organization's commitment to sustainability - description of the organisation's commitment to environmental sustainability, green transition, circular economy and sustainable waste management, demonstrated through relevant policies, strategies, initiatives, partnerships or professional networks.

Section 2: Proposed Methodology, Approach and Implementation Plan

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

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

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

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

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

Section 3: Management Structure and Key Personnel

3.1. Describe the overall management approach for planning and implementing the project. Provide details of the proposed Key and Non-Key Personnel, including their names, nationality, position, role and responsibilities in accordance with the TOR. Include an organisation chart showing the management structure and reporting relationships. Provide a staffing plan or spreadsheet indicating the activities, level of effort and timing of involvement of each proposed personnel.

3.2. For each of the key and non-key Personnel, provide a CV using the format in Form H. For key personnel please provide the Statement of Exclusivity and Availability using the format in Form I. Please also provide copies of relevant certifications and/or awards for the key and non-key personnel proposed for the assignment.

Additionally, the Proposer shall disclose any ongoing or active contractual engagements that the proposed key experts have with UNDP and provide the following:
A written statement certifying that the proposed key personnel have no personal, professional, or financial conflict of interest under the envisaged contract.

FORM H: FORMAT FOR CV OF PROPOSED KEY PERSONNEL

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference:	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**		

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

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

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

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

Signature of Personnel

Date (Day/Month/Year)

FORM H: FORMAT FOR CV OF PROPOSED <u>NON-KEY PERSONNEL</u>

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference:	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**		

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

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

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

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

Signature of Personnel

Date (Day/Month/Year)

FORM I: STATEMENT OF EXCLUSIVITY AND AVAILABLITY

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference:	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**		

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

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

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

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

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

Name: _____

Title: _____

Date: _____

Signature: _____

FORM J: FINANCIAL PROPOSAL SUBMISSION

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference:	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**		

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

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

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

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

FORM K: FORMAT FOR FINANCIAL PROPOSAL

Name of Proposer:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
RFP reference:	**RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**		

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

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

Currency of the proposal: USD (United States Dollars) - applicable to both international and local Bidders; or MDL (Moldovan Leu) - applicable to local Bidders only (VAT Exclusive)

Table 1 Financial Proposal:

Deliverable / Activity description	**Professional Fees**				**Other Costs**				**Total Amount per deliverable** (subtotal 1 + sub-total 2) *(insert currency)*
	Position	**Daily fee Rate** *(insert currency)*	**No. of Working Days**	**Total Amount** *(insert currency)*	**Description**	**Q-ty**	**Price** *(insert currency)*	**Total** *(insert currency)*	
Deliverable 1: Inception Report, including the findings of the background review, methodology and approach, detailed work plan and implementation schedule, stakeholder mapping and engagement	1 (one) Team Leader / Senior Waste Management Expert				Travel				
	1 (one) Economic and Financial Expert				Local transportation costs (if any)				
	1 (one) Technical Waste Infrastructure Expert				Communication Expenses (if any)				
	1 (one) Senior Waste Legal Expert				Other costs (please specify)				
	1 (one) International EPR Expert								
	1 (one) International Circular Economy and Waste Prevention Expert								

arrangements, identified risks and mitigation measures, and key recommendations for implementation, validated through the inception workshop. (implemented in line with the requirements of the tasks 1.1 - 1.6)	1 (one) International Waste Monitoring and Data Management Expert								
	1 (one) International Landfill Expert								
	1 (one) International Institutional Development Expert								
	1 (one) International EU Funds Programming Expert								
	1 (one) National Economic and Financial Expert								
	1 (one) National Data Management and Statistics Expert								
	1 (one) National GIS Expert								
	1 (one) National Local Government Expert								
	1 (one) National Stakeholder Engagement and Communication Expert								
			Sub-total 1				**Sub-total 2**		
								Total Deliverable 1:	
Deliverable 2: Structure of the 7 DSIPs/RSIPs and "Introductory" and "Baseline" Sections developed and validated through	1 (one) Team Leader / Senior Waste Management Expert				Travel				
	1 (one) Economic and Financial Expert				Subsistence allowance (if any)				
	1 (one) Technical Waste Infrastructure Expert				Local transportation costs (if any)				

the in-person consultation meeting, in accordance with tasks 2.1-~~2.4~~2.6.	1 (one) Senior Waste Legal Expert				Communication (if any)				
	1 (one) International EPR Expert				Other costs (specify)				
	1 (one) International Circular Economy and Waste Prevention Expert								
	1 (one) International Waste Monitoring and Data Management Expert								
	1 (one) International Landfill Expert								
	1 (one) International Institutional Development Expert								
	1 (one) International EU Funds Programming Expert								
	1 (one) National Economic and Financial Expert								
	1 (one) National Data Management and Statistics Expert								
	1 (one) National GIS Expert								
	1 (one) National Local Government Expert								
	1 (one) National Stakeholder Engagement and Communication Expert								
			Sub-total 1				**Sub-total 2**		
								Total Deliverable 2:	
Deliverable 3: Draft "Implementation"	1 (one) Team Leader / Senior Waste Management Expert				Travel				

Sections for the 7 DSIPs/RSIPs - developed in accordance with tasks 3.1-~~3.10~~3.11 and presented and discussed during the national stakeholder consultation workshop under task ~~3.11.~~3.12.	1 (one) Economic and Financial Expert				Local transportation costs (if any)				
	1 (one) Technical Waste Infrastructure Expert				Communication Expenses (if any)				
	1 (one) Senior Waste Legal Expert				Other costs (please specify)				
	1 (one) International EPR Expert								
	1 (one) International Circular Economy and Waste Prevention Expert								
	1 (one) International Waste Monitoring and Data Management Expert								
	1 (one) International Landfill Expert								
	1 (one) International Institutional Development Expert								
	1 (one) International EU Funds Programming Expert								
	1 (one) National Economic and Financial Expert								
	1 (one) National Data Management and Statistics Expert								
	1 (one) National GIS Expert								
	1 (one) National Local Government Expert								
	1 (one) National Stakeholder Engagement and Communication Expert								
			Sub-total 1				**Sub-total 2**		

								Total Deliverable 3:	
Deliverable 4: A report summarizing the support provided during the consultation process (as per tasks 4.1. - 4.4.)	1 (one) Team Leader / Senior Waste Management Expert				Travel (if any)				
	1 (one) Economic and Financial Expert				Subsistence allowance (if any)				
	1 (one) Technical Waste Infrastructure Expert				Local transportation costs (if any)				
	1 (one) Senior Waste Legal Expert				Communication (if any)				
	1 (one) International EPR Expert				Other costs (specify)				
	1 (one) International Circular Economy and Waste Prevention Expert								
	1 (one) International Waste Monitoring and Data Management Expert								
	1 (one) International Landfill Expert								
	1 (one) International Institutional Development Expert								
	1 (one) International EU Funds Programming Expert								
	1 (one) National Economic and Financial Expert								
	1 (one) National Data Management and Statistics Expert								
	1 (one) National GIS Expert								
	1 (one) National Local Government Expert								

	1 (one) National Stakeholder Engagement and Communication Expert								
			Sub-total 1				**Sub-total 2**		
									Total Deliverable 4:
Deliverable 5: Final DSIPs (5) and RSIPs (2) with an executive summary for each plan and all supporting annexes and editable electronic files submitted to the final beneficiary (as per tasks 5.1.&5.2.)	1 (one) Team Leader / Senior Waste Management Expert				Travel				
	1 (one) Economic and Financial Expert				Subsistence allowance (if any)				
	1 (one) Technical Waste Infrastructure Expert				Local transportation costs (if any)				
	1 (one) Senior Waste Legal Expert				Communication (if any)				
	1 (one) International EPR Expert				Other costs (specify)				
	1 (one) International Circular Economy and Waste Prevention Expert								
	1 (one) International Waste Monitoring and Data Management Expert								
	1 (one) International Landfill Expert								
	1 (one) International Institutional Development Expert								
	1 (one) International EU Funds Programming Expert								
	1 (one) National Economic and Financial Expert								
	1 (one) National Data Management and Statistics Expert								

	1 (one) National GIS Expert								
	1 (one) National Local Government Expert								
	1 (one) National Stakeholder Engagement and Communication Expert								
			Sub-total 1				**Sub-total 2**		
								Total Deliverable 5:	

Deliverable 6: Capacity-Building, Final Presentation and Knowledge Transfer organized in line with tasks 5.3.&5.4.	1 (one) Team Leader / Senior Waste Management Expert				Travel				
	1 (one) Economic and Financial Expert				Subsistence allowance (if any)				
	1 (one) Technical Waste Infrastructure Expert				Local transportation costs (if any)				
	1 (one) Senior Waste Legal Expert				Communication (if any)				
	1 (one) International EPR Expert				Other costs (specify)				
	1 (one) International Circular Economy and Waste Prevention Expert								
	1 (one) International Waste Monitoring and Data Management Expert								
	1 (one) International Landfill Expert								
	1 (one) International Institutional Development Expert								
	1 (one) International EU Funds Programming Expert								
	1 (one) National Economic and Financial Expert								
	1 (one) National Data Management and Statistics Expert								
	1 (one) National GIS Expert								
	1 (one) National Local Government Expert								
	1 (one) National Stakeholder Engagement and Communication Expert								
			Sub-total 1				**Sub-total 2**		
								Total:	

FORM L: PROPOSAL SECURITY

Proposal Security must be issued using the official letterhead of the Issuing Bank.
Except for indicated fields, no changes may be made on this template.

Beneficiary: **United Nations Development Programme**

RFP Reference: **RfP26/03375: Support Moldova's EU Accession through development of Directive- and Regulation-Specific Implementation Plans for the EU Waste Acquis**

WHEREAS (hereinafter called "the Proposer") has submitted a Proposal to UNDP dated Click or tap to enter a date. to execute services Click or tap here to enter text. (hereinafter called "the Proposal"):

AND WHEREAS it has been stipulated by you that the Proposer shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security if the Proposer:

a) Fails to sign the Contract after UNDP has awarded it;
b) Withdraws its Proposal after the date of the opening of the Proposals;
c) Fails to comply with UNDP's variation of requirement, as per RFP instructions; or
d) Fails to furnish Performance Security, insurances, or other documents that UNDP may require as a condition to rendering the contract effective.

AND WHEREAS we have agreed to give the Proposer such Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Proposer, up to a total of [*amount of guarantee*] [*in words and numbers*], such sum being payable in the types and proportions of currencies in which the Price Proposal is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of *[amount of guarantee as aforesaid*] without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

This guarantee shall be valid up to 30 days after the final date of validity of proposals.

Subject to the paragraph below, this Guarantee is governed by the Uniform Rules for Demand Guarantees, ICC Publication No. 758. The supporting statement under Article 15(a) thereof is excluded.

Nothing herein or related hereto shall be deemed a waiver express or implied of the privileges and immunities of the United Nations, including its subsidiary organs nor shall it be interpreted or applied in a manner inconsistent with such privileges and immunities.

SIGNATURE AND SEAL OF THE GUARANTOR BANK

Signature: _____

Name: _____

Title: _____

Date: _____

Name of Bank _____

Address _____

[Stamp with official stamp of the Bank]