I. BACKGROUND

General context

Moldova’s economy, population, and environment are highly exposed and vulnerable to natural hazards due to a combination of geographical factors and inappropriate land use practices. Climate change is expected to amplify exposure to meteorological hazards. The most common natural hazards include drought, floods, severe weather events, and landslides. The average annual losses as a consequence of hydrometeorological hazards constitute around three percent of the GDP. These are associated with severe impacts specifically upon the rural population of Moldova, which makes up around 60% of the total and depends largely upon agriculture for their livelihoods.

Climate variability and extremes are expected to intensify with continued global warming, increasing exposure and aggravating vulnerabilities in water management, agriculture and food markets, and rural development. While already current climate variability is challenging Moldova’s development, future climate change is expected to have a wide range of impacts across all sectors, with particularly profound effects on agriculture and water, both of which are essential to human and economic development. If no decisive and forward looking action is taken, the implication can be that the country may not be able to achieve its socio-economic development goals and reach its MDGs targets.

The Government of Moldova has fully embraced the need to promote an agenda that would enable the country to become more resilient in the face of future disaster-related shocks. The draft National Disaster Risk Management Strategy for Moldova (currently under development as priority action included in the Government Activity Programme until 2014) emphasizes the concepts of prevention, risk reduction and increasing adaptive capacity and awareness.

The objective of the UNDP project (2013-2016) is to reduce disaster and climate risks in Moldova through the development of national and local risk management capacities.

The project seeks to increase national ownership and leadership for disaster resilience through improved coordination capacities, awareness and knowledge and innovative technology transfer. To achieve these, support shall be provided to the finalization and implementation of the National Disaster Risk Management Strategy and operationalization of the existing coordination mechanism regarded as a platform for mobilization of combined knowledge, prioritization and advocacy on DRR at all levels. In parallel, actions will be taken to mainstream DRR in school curricula, improve the current extension network in the field, as well as to build up the communication capacity of mass media on DRR. At the local level, innovative disaster risk reduction and climate risk management measures with replication potential will be piloted as part of the project’s Small Grants Scheme. The Local Level Risk Management Toolkit developed in Phase I will be expanded to cover regional aspects in risk assessment and mainstreaming.

The project will be implemented over a period of 36 months. The main implementing partners are the Civil Protection and Emergency Situations Service of the Ministry of Interior and its affiliated training centers, Ministry of Environment, Ministry of Health, Crisis Medicine Training Center, Ministry of Education, LPAs, NGOs and CBOs.
Specific context
Among the priorities for the Moldovan Civil Protection and Emergency Situations Services, and one the priority activities identified in the draft National Disaster Risk Management Strategy is the establishment of a functional early warning system for natural disasters. The current system is outdated, is relying on outdated technologies, and does not reach large shares of the population.

Moldova is also party to the Hyogo Framework for Action (ISDR 2005), which was adopted by the World Conference on Disaster Reduction in Hyogo, Japan in 2005. The second out of its five key priority areas is to „Identify, assess and monitor disaster risks and enhance early warning”.

Against this background, the UNDP project has the target to pilot innovative solutions for early warning in at least one target district (sensitive to the needs of vulnerable groups, incl. elderly), for further nationwide up-scaling. In parallel, an information campaign will be conducted to ensure the understanding of the early warning codes/signals, with the aim of increasing the share of population (disaggregated by gender and vulnerable groups) in pilot regions getting early warning information by at least 50%.

This activity is also fully in line with the UN-Moldova Partnership Framework 2013-17, which identifies climate and disaster risk management as strategic priority for cooperation, where putting in place risk monitoring and early warning systems and developing functional information management systems at local and national levels, is an area of great focus.

II. OBJECTIVE AND EXPECTED RESULTS

Objectives
Although a high priority for the Moldovan Civil Protection and Emergency Situations Service, currently no approach for a coherent nation-wide system for early warning in the case of disasters and emergencies has been identified. Before the above described piloting phase of the early warning system can be initiated, a needs assessment has to be conducted based on which a concept, and options and feasibility study for a comprehensive, multi-hazard people-centered early warning system has to be elaborated.

To enable the Moldovan Civil Protection and Emergency Situations Service to undertake these tasks, support is needed in form of Civil Protection and Disaster Risk Management Expert(s) to
- advise on best-practice systems applied in other countries, incl. Slovak Republic,
- support the gap analysis and needs assessment, and
- guide the process of concept elaboration and feasibilty study

Given similar exposures, size of the country, and structure of the Civil Protection system, it is further proposed to organize a study visit to the Slovak Republic, to familiarize the Moldovan decision makers with the scope, set-up, and functionality of the Slovak early warning system. This will enhance the understanding of state-of-the-art solutions, required interaction between relevant state institutions, incl. Hydrometeorological Services, Police, Fire and Rescue Services, Civil Protection and Emergency Situations Service, Media, and others, as well as implementation and maintenance costs. The lessons learned will be directly feeding into the process of system conceptualization in Moldova.
III. DESCRIPTION OF THE PLANNED ACTIVITIES

The project proposal foresees two major activities

1. Organizing 4-day study visit to Slovakia focusing on familiarization of Moldovan officials and experts with the Slovak system for early warning for hydro-meteorological and other hazards, incl. lessons learned in the process of aligning and linking national systems with EU and international systems, as well as aspects of transboundary early warning systems (e.g. Ukraine-Slovakia). The proposed agenda includes meetings with representatives of the Integrated Rescue System and Civil Protection Section of the Ministry of Interior of the Slovak Republic, a visit of the Country Warning Centre, one Regional Warning Center, as well as visit to a selected ‘Local Warning and Notification Point’. 5 Moldovan participants are envisaged.

2. Expert support from Slovak Republic supporting the Moldovan Civil Protection and Emergency Situations Service in the phase of analyzing the gaps, needs, and options for setting up functional, multi-hazard, people-centered early warning systems, and elaborating a detailed concept for the future Moldovan system and feasibility study as basis for piloting and nation-wide up-scaling

Time duration

The activities should be planned for the period of six months considering Christmas and New Year breaks, e.g. completion is expected latest by end of May 2014.

- Preparatory phase: end of November, December 2013
- Organization of study visit: second half of January or first half of February 2014
- 1st expert mission to Moldova (incl. gap analysis and needs assessment Completion of the project and final reporting): February 2014, after study visit
- Expert support for elaboration of the early warning concept (no mission expected): February through April 2014
- 2nd expert mission to Moldova (incl. consultation and verification of the concept and drafting ToR for a detailed feasibility study): April – first half of May 2014
- Final reporting and project completion: end of May 2014

Target group

The target group for the study visit are civil servants of the Ministry of Interior and the Civil Protection and Emergency Situations Service, and relevant experts from the National Hydrometeorological Service. The direct beneficiary of Slovak expertise in the area of civil protection and disaster risk management will be the Moldovan Civil Protection and Emergency Situations Service, being in charge with designing, piloting and operationalising the Moldovan early warning system.

IV. REPORTING

The Contractor is responsible for submission of:

- During the fulfilment of their works, the contractor will ensure regular communication with the UNDP Moldova Project Unit and Project Manager of Slovak-UNDP Trust Fund, prior to the delivery of expected results. The contractor shall ensure quality and timely delivery of the expected results and will regularly inform the Project Manager of the progress as well as any obstacles that might occur.
• Submission of the Progress report and Final report in English language and with the electronic copy. In addition to the final report all activities and working visit materials and participants’ evaluation should be submitted. Narrative and financial reports are expected.

The quality of the deliverables and the reports is the subject of acceptance by the UNDP Moldova representative and UNDP BRC Programme Manager.

V. SPECIFIC INSTRUCTIONS

A: Description of the activities and services required

The following actions are envisaged to contribute to attainment of overall objective:

**Study visit to Slovakia (4 days)**

- **Preparatory activities:**
  - Communication with UNDP Moldova office and UNDP BRC
  - Selection of participants in cooperation with UNDP Moldova
  - Identification of the Study visit priority areas (details of the programme and topics to be covered)
  - preparation of all Study visit materials

- **Organization of the Study visit:**
  - Logistics of the whole Study visit including transport and hotel arrangements, assistance with visa procedure (invitation letters), interpretation into Romanian language, etc.
  - Programme preparation and organization: experts to be consulted, visits to selected institutions, one social event (e.g. sightseeing or similar) and other activities (informal meetings, roundtables, discussions in Slovakia etc.).
  - Provide international comparison, case studies, examples of best practice;

**Experts’ missions to Moldova (2 missions)**

- **Preparatory activities:**
  - Communication with UNDP Moldova office
  - Communication with beneficiaries in related ministries or state institutions in close collaboration with UNDP Moldova
  - Clarification of expectations and collecting all relevant documents for the review and providing expert advice in close collaboration with UNDP Moldova
  - Complete logistics of the activity in cooperation with UNDP Moldova (and beneficiaries)

- **Preparation of documents** (need assessment, gap analysis, early warning concept, verification of the concept and drafting ToR for a detailed feasibility study, consultations)

B: Responsibilities

In execution of proposed activities UNDP Bratislava, UNDP Moldova and the contractor will establish deeper cooperation with clear distinction of their tasks.

**UNDP Moldova** will be responsible for the following tasks:

- Engagement of national counterparts for effective and efficient participation in the project activities
- Selection of beneficiaries for 4-day study visit to Slovakia and support them with all arrangements relating to travel (transportation to and from airport in Moldova, flight tickets), visa and insurance procedures
- Preparatory activities and securing premises, logistics and participants for round table in Chisinau (some activities in cooperation with Slovak contractor)
- Updating the Slovak partners on all relevant information regarding project activities

Slovak-UNDP Trust Fund will be responsible for following activities:
- Contracting Slovak organization implementing the project
- Monitoring of implementation activities;
- Closely co-operates with UNDP Moldova and contractor
- Providing support if needed.

Slovak contractor is responsible for:
- Implementing planned activities according to the ToR and contract
- Close co-operation and communication with UNDP Moldova, beneficiaries and UNDP BRC
- Composing the team of experts from Slovakia that will be able to provide expected inputs during study visit to Slovakia and experts who will provide consultations and expertise in elaboration of EW concept and conduct missions to Moldova
- General logistic support in cooperation with UNDP Moldova
- Timely and accurate narrative and financial reporting.

C: Requirements to offerors

Interested offerors should meet the following minimum qualification criteria:

- MA or PhD Degree in Natural Sciences or any related technical field. Advanced degree is preferred.
- Minimum 10 years of experience in and knowledge of the best Slovak practices in the field of EW systems (preferably practical experience with implementation of EWS including legislation requirements, technical equipment for various areas of EWS, cooperation with key stakeholders and coordination activities in case of emergency situations, etc.)
- Advanced knowledge of domestic and European requirements for EWS and related legislation
- Experience in preparation of policies and guidelines and provision of consulting services in the field of Disaster Risk Management and EWS
- Proved expertise in management and administration of EWS, elaboration of analyses, case studies and impact analysis in the field of EWS
- Proved expertise in providing advices for disaster risk management, protection of territory, people and properties and recommendations for reduction of hazards and losses, knowledge of best solutions for common problems in this area
- Strong leadership skills and demonstrated capacity of team-orientation work
- Demonstrated experience in cooperation with stakeholders such as NGO, LG, ministries, international organizations, municipal associations, etc.
- Availability of qualified experts and professionals with appropriate training and expert skills in related area
- Good understanding of Moldovan context in related area will be an asset
- Experience in preparation and conducting study visits, trainings, or other similar events for various groups of participants with respective track record
- Project manager and respective experts should posses good communication skills in English, knowledge of Romanian language/Russian language will be an asset
• Project manager has minimum 10 years of Slovak and International experience and deep knowledge of Disaster Risk Management, incl. EWS
• Ability to work in a cross-cultural, multi-ethnic environment with sensitivity and respect for human rights and gender equality
• Adheres to the core values of the United Nations; in particular, is respectful of differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status

D: Proposal content and form
Technical proposal should include the following:
- Complete project including all mentioned activities and expected results, list of Slovak experts to be involved within respective activities, visits to selected institutions with brief reasoning of selection of the respective institution, other proposed activities (informal meetings, roundtables, discussions, etc.)
- Description of general logistics of study visit to Slovakia and missions to Moldova - what type of transport (public transport, rented mini/bus,...) will be used, type of accommodation (single rooms are required for participants coming to Slovakia) and other services provided, including type of premises for lectures, technical equipment, refreshments, interpretation, etc.
- Description of topics and areas to be covered in respective study materials, guidelines, hand-outs for handing over to the participants
- Methodology to be used during study visit and its evaluation
- CVs of all experts involved – for study visit and experts for missions and preparation of key documents for Moldovan beneficiaries
- Proposed time schedule for the activities to be carried out as per the ToR;
- Information about corporate social responsibility (CSR) and “green” efforts/ green policy of the company. The format in Annex V should be used in preparing the price schedule. The format includes specific expenditures, which may or may not be required or applicable but are indicated to serve as examples.

In addition to the hard copy, please also provide all the information on CD-R. Two separate CDs are required for technical proposal and financial proposal.