

TERMS OF REFERENCE (ToR)

Implementation of the Moldova Water Security and Sanitation Project (P173076)

Procurement Specialist within the National Office for Regional and Local Development

I. BACKGROUND

Project context

Moldova Water Security and Sanitation Project (MWSSP) is a World Bank-financed Project to be implemented by the Ministry of Infrastructure and Regional Development (MIRD). The Project was signed on April 22, 2022, with expected effectiveness 120 days after signature date. The Project itself will have a duration of five years and aims to increase access to improved water supply and sanitation services in selected rural areas and towns, and to strengthen institutional capacities for water supply and sanitation service delivery.

The design of the project takes into account the Government of Moldova’s vision for the water supply and sanitation (WSS) sector. Moldova’s recently revised National WSS Strategy 2014–2030¹ endorses SDG target 6.1 and 6.2, sets national interim targets for 2024, and articulates strategic reform directions. The strategy’s targets are to achieve coverage with WSS² infrastructure of 80 percent in urban areas and 75 percent in rural areas by 2024. The strategy stipulates improvement of the management and professionalization of services through regional WSS companies, leaving space for public-private models in geographies where regionalization is not delivering immediate advantages. It articulates the need to improve the regulatory environment, with a focus on inclusion, quality, and sustainability of services. At the same time, the WSS sector is a key priority area in the regional development policy, as reflected in the draft National Strategy for Regional Development 2022-2028.³

The Project consists of four components:

Component 1: Increasing access to safely managed WSS services in selected rural areas and towns (EUR 41.0/US\$46.5 million). This component will develop new and rehabilitate existing WSS infrastructure and WASH facilities in rural areas and towns, thus expanding access and quality of services for households, businesses, and public institutions and supporting resilience.⁴ It consists of two subcomponents:

Subcomponent 1.1: Expanding access and quality of WSS services (EUR 37.5 million/US\$42.5 million). This subcomponent will finance climate-resilient investments in towns and rural areas.

Water supply investments: Expansion and rehabilitation of the regional water systems for water supply production and distribution, and service connections for LPAs in selected districts, including the preparation of relevant technical studies and management documents; technical supervision; and citizen engagement activities. This refers to water supply infrastructure in two

¹ Updated and approved by Government Decision 440 of July 1, 2020.

² Sanitation refers to both access to wastewater networks and treatment systems and on-site facilities such as septic tanks.

³ The National Regional Development Strategy is scheduled to be approved by end of 2021

⁴ See the WASH Climate Resilience Strategic Framework (UNICEF, Global Water Partnership, 2014) for links between WASH and climate resilience.

preliminarily identified subprojects, that is, regional water system expansion for LPAs in Cahul District and the ATU of Gagauzia⁵ and a regional water supply system with a surface water treatment plant in Riscani District. Many LPAs, particularly in the south (Cahul) as well as in the northern part along the Prut (Riscani), face shortages of water in the summer, with shallow wells/springs posing a challenge such as in the Prut cluster villages, in the Vulcanesti town, and other villages in Cahul District.

Wastewater investments: Expansion and rehabilitation of wastewater systems in selected towns, including the construction and rehabilitation of sewer networks and service connections, and the construction of new wastewater treatment plants, including the preparation of relevant technical studies and management documents; technical supervision; and citizen engagement activities. This refers to two preliminarily identified subprojects in Sorooca and Comrat towns.

Pilot for on-site household sanitation: Selected rural or peri-urban villages, will benefit from the improvement of on-site household sanitation following a demand-led approach through the provision of technical assistance, the implementation of information campaigns, and the carrying out of civil works.

Subcomponent 1.2: Improving resilient WASH facilities in public social institutions (EUR 3.5 million/US\$4.0 million). This subcomponent will finance works, goods, consulting services, non-consulting services and training/workshops to realize climate-resilient WASH facilities in HCFs and education institutions and implement hygiene education and behavior change communication program. The subcomponent will finance capacity development for school and health center management and LPAs to ensure adequate operation and maintenance (O&M) of the facilities.

Component 2: Strengthening institutional capacity at national and local levels for WSS service delivery (EUR 3.5 million/US\$3.9 million). This component focusses on institutional capacities of national and subnational entities and WSS operators for management, planning, regulation and reform implementation, and performance improvement of service providers for green, resilience, and inclusive service delivery.

Component 3: Project management and coordination (EUR 2.1 million/US\$2.4 million equivalent). This component will finance operational costs, consulting services, non-consulting services, goods, and training to finance the overall project management cost, including the project team at the Project Implementation Unit (PIU), implementation support consultants at the regional level within MIRD's RDAs for environmental and social standards implementation, and, at the national level, MIRD as the project implementing entity (PIE). It will finance training costs, including for capacity building in procurement, environmental, and social standards, specialized short-term implementation support consultants, financial audits, project communication and citizen consultations, and monitoring and evaluation (M&E).

Component 4: Contingent emergency response component (CERC) (EUR 0 million/US\$0 million). A provisional zero-amount component is included, which will allow for rapid reallocation of credit/loan proceeds from other components during an emergency under streamlined procurement and disbursement procedures. This component allows the Government to request the World Bank to recategorize and reallocate financing from other project components to cover emergency response and recovery costs.

II. OBJECTIVES

⁵ Its autonomy is ethnically motivated by the predominance of the Gagauz people. On December 23, 1994, the Parliament of the Republic of Moldova accepted the 'Law on the Special Legal Status of Gagauzia'.

The objective of the assignment is to support the National Office for Regional and Local Development (the Project Implementation Unit (PIU)) under the Ministry of Infrastructure and Regional Development (MIRD) in the implementation and oversight of procurement aspects related to Project implementation. The procurement specialist will be a part of the core PIU team, and is expected to lead, manage and coordinate timely procurement implementation and ensure compliance with World Bank and national requirements of the Republic of Moldova, in line with the Project Approval documents.

III. SCOPE OF WORK

The Procurement Specialist (*hereafter* the Consultant) **shall undertake the following tasks:**

- Coordinate the activities related to MWSSP procurement processes as part of the Project Implementation Unit (PIU);
- Lead and manage updating of the Procurement Plan, including creating and amending the electronic version of the procurement plan and conducting the procurement activities for goods, works, non-consulting services and consulting services in STEP (Systematic Tracking of Exchanges in Procurement);
- Carry out assigned procurement processes and alert the Project Manager if significant delays are identified;
- Contribute to the development of the technical specifications and ToRs with procurement-related substance;
- Provide support in drafting tender documentation in accordance with the World Bank Procurement Regulations and standard templates;
- Prepare and issue the advertisement documentation mandated by the procurement procedures;
- Provide support in responding to the requests for clarifications, issuing and amending bidding documents when necessary;
- Arrange and properly record the proceedings of the pre-bid meetings;
- Arrange and properly record the proceedings of public tender openings, preparing and submitting minutes of openings to the World Bank;
- Arrange and properly record the proceedings of electronic tender openings, developing the Bid Confirmation Report and/or Proposal Confirmation Report (exclusive documentation for electronic tender openings), prepare and submit minutes of openings to the World Bank;
- Provide procurement related advice to the Evaluation Committee members and serve as Secretary of the Evaluation Committees for some of the assigned procurement packages;
- Compile evaluation reports in the format required by the World Bank;
- Provide support in arranging and participating in biddings' negotiations and recording the agreements reached;
- Prepare the publishing documentation of contract awards and information for the winners of the bids;
- Provide support in drafting contracts in coordination with the firms/individuals recommended for contract award;
- Provide support in issuing final versions of the agreed contracts to be signed by the parties in accordance with the tender documentation and Regulations.
- Provide support in monitoring the receipt of signed contracts and contract guarantees;
- Undertake to expedite Project procurement processes;
- Provide procurement related advice regarding national procurement or accounting law and alignment with World Bank requirements;

- Archive and maintain the project's procurement documentation files, including the electronic archive;
- Prepare procurement reports to be submitted to the World Bank;
- Provide inputs for Project progress reports regarding procurement aspects;
- Contribute to MWSSP budget disbursement projections, in coordination with Financial Management Specialist and other PIU team;
- Provide support in issuing and updating the MWSSP list of budget commitments;
- Provide input for the revision of the Project Operations Manual where required;
- Participate in the yearly Project Audit also external audits performed by local control authorities;
- Participate in yearly Procurement Review performed by the World Bank.

IV. OUTPUTS AND DELIVERABLES

The outputs of the Consultant will include:

1. Updated MWSSP Procurement Plan;
2. All the relevant procurement documents based on the selection method adopted;
3. Project procurement archive, including electronic archive of all procurement packages;
4. Budget disbursement projections and budget commitments; and
5. Any other document requested by the Project Manager which requires procurement input.

V. TIMING

This is a full-time assignment planned for **12 months** to be extended subject to the Consultant's performances.

VI. INSTITUTIONAL ARRANGEMENTS

The Consultant will report to and work under the direct supervision of the MWSSP Project Manager and Senior Procurement Specialist.

VII. RESOURCES

The PIU will provide working space, office equipment and communication facilities, as well as any other necessary means and support for consultant in carrying out this assignment.

Qualification requirements and evaluation criteria

VIII. MANDATORY QUALIFICATIONS

- University degree in economics, finance, law, international relations, or related field;
- A minimum of 3 (three) years of relevant work experience;
- Experience in procurement of goods, service and works;
- Knowledge of World Bank and/or other International Financial Institutions procurement rules;
- Proficiency in English and Romanian languages;
- Computer skills (MS Office and familiarity with project management software, such as MS Project).

Preferred qualifications

- Knowledge of World Bank procurement procedures would be an advantage;
- Expertise of the national public procurement legislation would be an advantage;
- Experience of working with large infrastructure projects would be an advantage;

- Experience in working with national public sector authorities, preferably service providers would be an advantage;
- Experience working in the water and sanitation sector would be an advantage;
- Trained in World Bank procurement would be an advantage.