



MINISTERUL AGRICULTURII ȘI
INDUSTRIEI ALIMENTARE
AL REPUBLICII MOLDOVA

MINISTRY OF AGRICULTURE AND
FOOD INDUSTRY OF THE
REPUBLIC OF MOLDOVA

UNITATEA CONSOLIDATĂ PENTRU IMPLEMENTAREA PROGRAMELOR IFAD
THE CONSOLIDATED UNIT FOR THE IMPLEMENTATION OF IFAD PROGRAMMES



TERMS OF REFERENCE

National consultant to support the Ministry of Agriculture and Food Industry in supervision and monitoring for technical design of the Agro-Food Centre „Centrul Agroalimentar Chișinău”

Position: national consultant
Place of assignment: Chisinau, Republic of Moldova
Reference to the project:
Source of financing: IFAD V, Procurement Plan A 2.2.
Duration of assignment: 5 month
Starting date: 01.07.2012

I. Background information:

The goal of the IFAD programmes is to reduce rural poverty by creating enabling conditions for the poorer and poorest members of rural society to increase their incomes through greater access to markets and employment.

The ToR is designed upon the request of the GoM to address urgent short-term capacity needs of the public administration at a time when Moldovan central government institutions face serious financial and human resources gaps. It is coordinated with State Chancellery and managed by CPIU-IFAD and will complement on-going work by other donors for technical design of the Agro-Food Centre “Centrul Agroalimentar Chisinau”

The Moldovan Diasporas and non-governmental sector, including the private and civil society sectors, would be the main source for such consultants. The consultant would not be expected to become permanent staff of the civil service, but based on a competitive process, would be hired for a defined period. The Consultant could be freely tasked with designing the structure of administrative unite, training , or introducing of completely new regulations and procedures not previously handled by the administrative unit which coordinate development of the Agro-Food Centre “Centrul Agroalimentar Chisinau”.

The main objective of the afore-said Programme resides in creating at the national level of a agro-food centre for, wholesale’ and „en detail” of agricultural commodities. It was proposed and decided to establish a modern Agro-Food Centre for marketing fruits, vegetables and other crop products with the annual capacity of about 180-200 thousand tons on an area of 33,03 ha, located in Chisinau.

In 2010 and 2011 CPIU-IFAD, based on GoM request has provided support to conduct a pre-feasibility and feasibility study, to develop the general Layout of the Agro-Food Centre, to obtain the Urban Planning Certificate. GoM has accessed and allocated financial resources for development of technical design and construction drawings of the wholesale market Agro-Food Centre. The estimated cost for of technical design and construction drawings of the wholesale market it is over 0,5 mln. EURO.

Following the public auction nr.2305/11 of 09.01.2012 and the decision of the working group for procurements of Ministry of Agriculture and Food Industry of 12.01.2012, which is reflected in the Decision of the Government nr.2, the contract to provide technical design services was let. The designing company has been contracted by GoM to conduct the technical design and construction drawings of the wholesale market.

During the design period GoM needs assistance (one national consultant) for consultation, logistics, supervision, coordination and monitoring of services provided by the designing company.

This Terms of Reference were developed based on the Ministry of Agriculture and Food Industry request, letter no. 17-03 dd. 14.05.2012 submitted to CPIU-IFAD for support to hire a national consultant for 6 month, starting from 15.06.12.

II. Objective of the assignment

The main objective of this assignment is to provide consultancy services and technical assistance to the Ministry of Agriculture and Food Industry (MAFI) of the Republic of Moldova on development of wholesale market infrastructure in Moldova. The National Consultant will support the MAFI to obtain from the service providers from Chisinau permissions for accessing and connection to the engineering networks.

III. Organizational Settings

The National Consultant on wholesale market infrastructure will work under the overall guidance and management of the Ministry of Agriculture and Food Industry, and in collaboration with, and under the direct supervision of the CPIU-IFAD. The National Consultant is expected to report to the Head of the Department of MAFI implementing this activity and CPIU on his/her activities, progress and findings on a regular basis.

IV. Scope of work and expected outputs

The scope of the work of the National Consultant is to provide assistance in obtaining the initial required documentation for start-up of the technical design for the wholesale market located closely to Chisinau. The expert will work with external services involved in the process of elaboration and design of the technical documentation for the wholesale market in Chisinau.

In order to achieve the stated objectives, the National Consultant will have the following **responsibilities**:

1. Signing of the contract referring the providing of projecting services and development of both technical and executive projects for the construction of "Agro-Food Centre in Chisinau".
2. Problem solving related to:
 - Land borders;
 - Selection of land for storage of extracted soil;
 - Engineering work and permits, technical conditions etc.;
 - Verification and approval of project documentation.
3. Preparation and receipt of building authorization.
4. Elaboration of monthly progress reports and final report;
5. Perform any other related activities which may emerge during the course of time.

V. Qualifications and skills required

- University Degree in Engineering, Construction or related fields;
- Good knowledge of market infrastructure and logistics requirements;
- At least 5 years experience in design and development of infrastructure projects;
- Experience in drafting technical documentation and reports;
- Good command of spoken and written Romanian/Russian;

- Computer proficiency, including knowledge of MS Office products (Word, Excel, Power Point);
- Excellent writing and reporting skills.

VI. BID CONTENT:

The package of documents submitted by the interested organizations should include technical and financial bid, which shall be submitted separately in sealed envelopes, in original and one copy. Companies that fail to meet these conditions will NOT be admitted to the bidding.

Technical Bid shall include:

Interested consultants (consulting companies) should submit their applications, consisting of the following documents/information to demonstrate their qualifications:

- Personnel CV including past experience in similar projects and at least 3 references;
- Letter of intention: notifying why they are the most suitable for this kind of work;
- Reports, description of similar assignments, experience in similar conditions, etc.

Financial Bid should include the costs related to the above described services. Financial Bid will express the cost of services by applying 0% VAT. **The service cost shall be quoted in US Dollars¹.** Those companies who fail to comply with this condition **will be disregarded in the bidding.**

VII. THE EVALUATION CRITERIA:

- The consultant will be selected in accordance with the procedures set out in the current edition of IFAD Procurement Guidelines, based on consultant qualifications.
- The procurement of required services will be made in accordance with IFAD Procurement Guidelines, based on selection method “Quality and Cost-Based Selection (QCBS)”, the final score obtained by each company being composed of 70% of the score for the parameter „Quality” (evaluated based on technical bid) and 30% - score obtained for the parameter „Cost” (established based on financial bid).
- Provided technical offer will be examined to ensure that they would pass the minimum technical score of 60 points, to allow the opening of financial offers.

VIII. TERMS FOR BIDS SUBMISSION:

- The package of documents, in original and one copy, shall be submitted to the UCIP-IFAD: bd. Ștefan cel Mare și Sfânt, 162, et.13, of. 1305, **no later than 25 June 2012, 5:00 p.m.**
- Bids submitted upon expiry of the established deadline shall not be admitted to the bidding.
- Any request for clarification must be sent in writing by standard electronic communication to office@ifad.md

¹ Conform Hotărârii Guvernului RM nr.246 din 08.04.2010, achizițiile de mărfuri și servicii în cadrul Programelor IFAD se efectuează prin aplicarea TVA la cota 0%.