

Standard   
Procurement Documents



**REOI  
Individual Consultants**

**for**

***Individual consultant for the position of***

***Talent Retention for Rural Transformation Project Coordinator***

**Ref No: 02/25 TRTP**

**Date: 31.01.2025**

**Foreword**

This REOI is based on the 1st edition of the IFAD-issued standard procurement document for REOI advertisement – individual consultants to be used in projects financed by IFAD, available at [www.ifad.org/project-procurement](http://www.ifad.org/project-procurement).

IFAD does not guarantee the completeness, accuracy or translation, if applicable, or any other aspect in connection with the content of this document.

REQUEST FOR EXPRESSIONS OF INTEREST

**(Individual Consultants)**

*Republic of Moldova*

Talent Retention for Rural Transformation Project (TRTP),

**Assignment title: *Talent Retention for Rural Transformation Project Coordinator***

*Reference no.* ***02/25 TRTP***

*Date:* ***31.01.2025***

The IFAD projects are implemented in accordance with procedures established and approved by IFAD in agreement with the Government of the Republic of Moldova. The Consolidated Programme Implementation Unit for IFAD Programme (UCIP IFAD) was created in 2000 by a Decision of the Government of the Republic of Moldova and is responsible for the administration, implementation and monitoring of IFAD Programme activities along various projects, as well as the coordination of activities with the institutions and organizations participating in the implementation of the projects. The activities under the projects are implemented by CPIU IFAD in collaboration and/or through accredited service providers and partner financial institutions, depending on the specific activities implemented.

The Talent Retention for Rural Transformation Project (TRTP) was launched in 2021 with an implementation period of 6 years. The project aims to stimulate large-scale rural economic growth and reduce poverty through complementary investments.

The project aims to enable the rural poor, especially young people, women and small farmers, to increase their productive capacity, resilience to economic, environmental and climate risks and ensure their access to markets.

The climate resilient infrastructure sub-component is designed to support investment in productive rural infrastructure, resilient rural economic transformation by removing bottlenecks and strengthening small farmers (up to 50 ha owned + rented) and rural businesses by promoting the implementation of climate smart technologies. Eligible types of infrastructure under this sub-component will include investments in public infrastructure such as irrigation infrastructure (small-scale irrigation systems and water storage ponds for irrigation) and village feeder roads (linking the village to production areas and households).

The task at hand involves the effective coordination and management of the TRTP project within the CPIU IFAD structure, falling solely under CPIU’s responsibility. This initiative aims to achieve its outlined objectives and outcomes while adhering to the terms of financing agreements and institutional policies.

The project operates within a framework of result-based management, requiring strategic planning, efficient use of resources, and proactive risk mitigation. Collaboration between the project team and external stakeholders, including donors and implementing partners, is essential for success.

To ensure transparency and accountability, the project relies on regular monitoring and reporting mechanisms, covering both physical progress and financial expenditures. The allocated funds, provided by multiple donors, are managed with the highest standards of financial integrity.

The Project Coordinator leads a multidisciplinary team, fostering coordination with support units to ensure seamless execution. The role involves anticipating challenges, proposing solutions, and accelerating progress where needed, all while maintaining alignment with the overall program strategy.

This task supports broader development goals, contributing to sustainable outcomes that directly impact target beneficiaries and align with the organization's mission.

The general activities of the TRTP Project Coordinator include, but are not limited to:

* **Planning and Coordination**:

The TRTP Project Coordinator will develop and oversee detailed plans for the implementation of project activities. This includes ensuring that all actions are aligned with the TRTP project’s overall objectives and timelines. The TRTP Coordinator will facilitate effective collaboration among stakeholders to maintain coherence in the TRTP project’s approach and execution.

* **Achievement of Objectives:**

A core responsibility of the TRTP Coordinator is to ensure that the TRTP project's outcomes and objectives are fully achieved. This will involve strict adherence to financing agreements and institutional procedures, utilizing a results-based management framework to monitor progress and address any deviations promptly.

* **Strategic Risk Management:**

The TRTP Coordinator will play a proactive role in identifying potential risks that could impede TRTP project implementation. By designing and applying appropriate mitigation measures, the TRTP Coordinator will ensure that these risks are minimized. Additionally, strategies to accelerate the achievement of project outcomes will be developed and implemented.

* **Team Leadership and Coordination:**

Leading the project team is a central element of the TRTP Coordinator's role. The individual will provide guidance, support, and direction to team members to maintain a high level of performance. Coordination with the CPIU support team will also be a priority to ensure smooth integration and support for project activities.

* **Timely execution of actions agreed upon during IFAD missions:**

The TRTP Coordinator will closely follow up on all actions agreed upon during IFAD missions, and ensure that they are timely executed by the relevant CPIU team members in their respective areas.

* **Financial Management:**

The TRTP Coordinator is responsible for overseeing the efficient management of financial resources allocated to the project by various donors. This includes ensuring that funds are utilized effectively and in compliance with donor requirements and financial regulations, with transparency and accountability as key objectives.

* **Progress Reporting:**

Regular reporting on both the physical and financial progress of the Talent Retention for Rural Transformation Project (TRTP) is an essential duty. The reports will be prepared based on data provided by the task leaders of CPIU IFAD and submitted to the authorities specified in the financing agreement, as well as to IFAD, providing a comprehensive overview of the project’s status and achievements.

Through these activities, the TRTP Project Coordinator ensures that the project progresses effectively and delivers measurable results that align with its intended goals.

For more details on the objectives and responsibilities of the TRTP Project Coordinator, please refer to the ***Terms of Reference*** attached to this REOI.

This request for expressions of interest (REOI) follows the general procurement notice that appeared on the IFAD website on ***January 31st, 2025.***

The attention of interested consultants is drawn to IFAD’s Anti-Money Laundering and Countering the Financing of Terrorism Policy[[1]](#footnote-1) and the Revised IFAD Policy on Preventing Fraud and Corruption its Activities and Operations[[2]](#footnote-2). The latter sets forth IFAD’s provisions on prohibited practices. IFAD further strives to ensure a safe working environment free of harassment, including sexual harassment, and free of sexual exploitation and abuse (SEA) in its activities and operations as detailed in its IFAD Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse.[[3]](#footnote-3)

Interested consultants shall not have any actual, potential or reasonably perceived conflict of interest. Consultants with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. Consultants are considered to have a conflict of interest if they a) have a relationship that provides them with undue or undisclosed information about or influence over the selection process and the execution of the contract, or b) have a business or family relationship with a member of the client’s board of directors or its personnel, the Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of the REOI, (ii) the selection process for this procurement, or (iii) execution of the contract. Consultants have an ongoing obligation to disclose any situation of actual, potential or reasonably perceived conflict of interest during preparation of the EOI, the selection process or the contract execution. Failure to properly disclose any of said situations may lead to appropriate actions, including the disqualification of the consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations.

The CPIU IFAD now invites eligible Individual consultants (“consultants”) to indicate their interest in providing the services. Interested consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services ***in the form of a curriculum vitae (CV) and cover letter*.** A consultant will be selected in accordance with the individual consultant selection (ICS) method set out in IFAD’ Project Procurement Handbook that can be accessed via the IFAD website at [www.ifad.org/project-procurement](http://www.ifad.org/project-procurement). Interviews will conduct as part of the selection process.

**The Shortlisting and Evaluation criteria are:**

|  |  |  |
| --- | --- | --- |
|  | **Evaluation Criteria for shortlisting** | **scoring** |
| **1** | **General qualifications and experience:**   * *Master degree in agronomy, economy, rural development, business management or equivalent;* * *Completion of international training programs or courses related to project implementation, coordination, or management, preferably with a focus on economic development, rural development, or agricultural projects, organized by multilateral or bilateral donors.* | **20**  15  5 |
| **2** | **Specific experience as an independent expert:**   * *At least 7 years of experience in implementation, coordination and management of agricultural, rural development, projects funded by multilateral of bilateral donors;* * *A solid experience in monitoring and evaluation or/and financial management is an additional asset;* * *Proven experience in leading and managing multidisciplinary teams, as well as coordinating activities with multiple stakeholders, including beneficiaries, local authorities, and international donors, to achieve project objectives effectively;* | **30**  20  5  5 |
| **3** | **Skills:**   * *Mandatory knowledge of Romanian, Russian and English;* * *Digital computer skills (World, Excel, power point etc.)* | **15**  10  5 |
| **4** | **Competences demonstrated at interview (for candidates who obtain at least 40 points for criteria 1, 2 and 3 above):**   * *Theoretical and practical knowledge in the required area of expertise;* * *Ability to analyse, synthesize and apply information in practice in the required field;* * *Competencies and skills in business negotiation, communication and public relation and human resources management;* * *Ability to apply strategic thinking in project planning and execution, including the development of long-term objectives, risk mitigation strategies, and innovative approaches to achieve sustainable development outcomes.* | **35**  10  10  10  5 |
|  | **TOTAL** | **100** |

Any request for clarification on this REOI should be sent via e-mail to the address below [procurement@ucipifad.md](mailto:procurement@ucipifad.md) / [scurtu.alexandru@ucipifad.md](mailto:scurtu.alexandru@ucipifad.md) no later than *February 7th, 2025, 17:00 Moldova Time.*

The client will provide responses to all clarification requests by *February12th, 2025, 17:00 Moldova Time.*

Expressions of interest in the form of curriculum vitae (CV) and cover letter must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by **February 14th, 2025, 13:00 Moldova Time.** With indication of the reference number of the tender.

UCIP IFAD

Attn: Alexandru Scurtu, Procurement Manager CPIU IFAD

mun. Chişinău,

Ştefan cel Mare, 162, of. 1303

Republica Moldova, MD-2004

Tel: 0 22 22 50 46

E-mail: [procurement@ucipifad.md](mailto:procurement@ucipifad.md) / [Scurtu.alexandru@ucipifad.md](mailto:Scurtu.alexandru@ucipifad.md)

1. The policy is accessible at <https://www.ifad.org/en/document-detail/asset/41942012>. [↑](#footnote-ref-1)
2. The policy is accessible at [www.ifad.org/anticorruption\_policy](http://www.ifad.org/anticorruption_policy). [↑](#footnote-ref-2)
3. The policy is accessible at <https://www.ifad.org/en/document-detail/asset/40738506>. [↑](#footnote-ref-3)