

Consulting Services – Individual Consultant’s Selection

Republic of Moldova
Ministry of Labor, Social Protection and Family

Credit No. 5001-MD

Project Name: Strengthening the Effectiveness of the Social Safety Net

Project ID No. P120913

Reference No. CS-S/41/IDA

Assignment Title: Local Consultant: Training in strategic change management and strategic planning

Period of assignment/services: June 2016, up to 8 working days.

The Government of the Republic of Moldova has received financing from the World Bank toward the cost of the Strengthening the Effectiveness of the Social Safety Net Project (SESSN). Ministry of Labor, Social Protection and Family (MLSPF) as an implementing agency for the project intends to apply part of the proceeds for consulting services.

Background

Planning is an important requirement for the systematic development of an institution that has authority to develop and regulate the implementation of social protection policies at the national level. Over the years, however, planning has tended to be on an ad hoc basis resulting in poor planning outcomes. This is against the backdrop of increasing demand for social security protection. Although the Government Action Plan have gone some way to address this, concrete efforts are required to mainstream planning throughout the social protection system and to ensure that a strategic view is taken of the development and modernization of the system. This is particularly important given the reform process that the Ministry is carrying out which include the review of the legal and institutional framework to ensure proper coordination and networking.

MLPSF therefore seeks the services of Strategic Planning and Management consultant. The purpose of engaging the consultant for Strategic Planning & Management Expert is to train ministry staff and to facilitate planning and management to improve the effectiveness of governance within the MLPSF, and as a result improve quality of the social protection services. The need for a strategic planner has become even more important as pension payments and some social assistance benefits should be reformed. The MLPSF should respond to the changing policy and economic environment and adapt its plans accordingly being both proactive and responsive when dealing with new demands and shifting priorities. In addition, decisions will need to be made on how the social protection funds should be structured and its resources allocated to pursue the implementation of engagements.

Objective of the assignment:

The objective of the assignment is to train ministry staff in strategic change management processes and and after to assist in the exercise of reviewing the vision and mission of social assistance policies (to see whether it can be improved or corrected), of the existing programs, as a reasoning process of developing the goals, objectives and strategies which will serve as the guide to program development over the next 2-3 years.

The reviewing process — and subsequent strategic plans — will take stock of the current and changing environment in terms of both practice and policy, identify urgent and emerging issues for the field and examine initiatives to consolidate and expand targeted social assistance programs.

The participants will comprise of MLSPF management team and Department’s key staff.

Scope of work:

The consultancy shall encompass the areas, as follows:

1. Training of the ministry key staff on strategic change management
2. Providing a workshop for strategic planning as first action in the development of the Strategic Action Plan on the social protection area

For detailed information, please refer to [Terms of Reference](#)

Requirements for experience and qualifications

- Advanced degree in Social Sciences, Public Policy or other relevant degree;
- At least five years of professional experience in strategic change management and strategic planning
- First-hand experience in strategic planning;
- Demonstrated experience in working with public administration, government partners and other stakeholders in public sector development programs especially in the area of capacity development;
- Experience in organization workshops/seminars;
- Proven excellent communication and facilitation skills. Good analysis aptitude;
- Fluency in Romanian.

Ministry of Labor, Social Protection and Family now invites eligible individual 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. The applications (in Romanian and English) shall include: CV, cover letter (explaining why they are the most suitable candidates for the position and including references to relevant assignments) and list of assignments completed during the last 5 years with description of the tasks assigned.

	Shortlisting criteria	Points
1.	Academic background and professional qualification	20
2.	Adequacy for the assignment	70
3.	Language knowledge, communications skills	10

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers* edition January 2011 ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest. The Consultant will be selected in accordance with the Selection Of Individual Consultants method set out in the Consultant Guidelines.

Requests for clarifications must be sent to the following email: hssap@mmpsf.gov.md

Applications (in Romanian and English) on paper or electronically, including CV and cover letter (on paper or electronically by e-mail) shall be submitted to the address below.

Ministry of Labor, Social Protection and Family, 5th floor, room no.501
Attn: Serghei Merjan, Procurement Consultant
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E-mail: hssap@mmpsf.gov.md

Deadline for applications is June 10, 2016, 13:00 (Chisinau time)

Only shortlisted candidates will be contacted.