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1. BACKGROUND INFORMATION

1.1. Partner country

Republic of Moldova

1.2. Contracting authority

City Hall of Chisinau Municipality

1.3. Country background

Republic of Moldova is a landlocked country in Eastern Europe, bordered by Romania to the west and Ukraine to the north, east, and south. The capital city is Chisinau. Moldova is a parliamentary republic with a president as head of state and a prime minister as head of government. It is a member state of the United Nations, the Council of Europe, the World Trade Organization (WTO), the Organization for Security and Cooperation in Europe (OSCE), the Commonwealth of Independent States (CIS) and the Organization of the Black Sea Economic Cooperation (BSEC) and aspires to join the European Union.

1.4. Current situation in the sector

Providing qualitative, efficient and effective public transport is one of the biggest challenges for public authorities in all countries and Chisinau is no exception in this respect.

The existing legal framework at national level is insufficiently clear with regard to the options of organizing and managing the public transport system. The regulatory framework is affected by a lack of specific provisions on the operation of urban transport and enforcement mechanisms, as well as a lack of policies for the sustainable development of public transport.

The Chisinau street network was formed on the radial scheme, according to which the centre connects to the periphery by several thoroughfares, and the link between the neighbouring areas remained undeveloped. As a result of the considerable increase in the number of vehicles circulating in the municipality, the burden on the road network has increased significantly. Thus, the situation of decongestion of traffic is very acute and requires considerable and concentrated efforts to solve it. Other causes leading to the aggravation of this problem are inefficient use of the existing street network in the route planning process, lack of parking spaces or unauthorized parking.

The General Directorate for Public Transport of Chisinau municipality is the sole supervisor of passenger transport services, exercising the function of traffic safety control, compliance with legal requirements in the sector, ensuring the coordination of operators, maintaining the transport standards and other acts. Efficient management of the transport system is affected by an insufficient institutional capacity and underdeveloped regulatory framework.

In December 2020 Chisinau City Hall initiated a partnership with Lublin City Hall (Poland) called "Move it Like Lublin – a Chisinau Sustainable Development Initiative". The financial support for this project is provided by the European Union.

The Project's activities aim at supporting the local authorities in Chisinau to transform the city's public transport into more inclusive, safer, more resilient and more sustainable transport. It has 3 main objectives:

- 1) improving urban transport policy at municipal level;
- 2) increasing the institutional capacities of Chisinau City Hall, in line with EU practices in the field of urban mobility;
- 3) enhancing the quality of public transport management in Chisinau by implementing innovative solutions and technologies.

This assignment will contribute to improving urban transport policy at Municipal level.

1.5. Related programmes and other donor activities

None.

2. OBJECTIVE, PURPOSE & EXPECTED RESULTS

2.1. Overall objective

The overall objective of the project of which this contract will be a part is as follows:

- Improvement of the public transportation system in Chisinau.

2.2. Purpose

The purpose of this contract is as follows:

- Improve policy-making on public transport at local level.

2.3. Results to be achieved by the contractor

- Policy brief with recommendations and opportunities to implement the newest approaches in public transport at local level.

3. ASSUMPTIONS & RISKS

3.1. Assumptions underlying the project

- Next 4 years will be political stability at the level of the Municipal council;
- Project continuity will be ensured until the project finalisation and wrapping-up;
- Government bodies and relevant stakeholders are open to discussion, participation in public hearings, working groups and any other necessary operational meetings regarding project implementation;
- City Hall management, as well as municipal councillors, municipal employees and project staff will have an unimpeded communication and cooperation, with a free exchange of documents, feedback offered in due time and new project documentation elaboration, in order to increase long-term management efficiency at municipal level.

3.2. Risks

- Physical risks – the main physical risks of project actions are related to the COVID-19 pandemic, and possible limitations or movement and travel restrictions.
- Environmental risks – no major environment risks pertaining to the project, except the pandemic risks described above.
- Political risks – The political risk here is not big, as the project assumption is the current administration will be allowed to carry out their 4-year term.
- Economic risks – At this point, we do not foresee major economic risks. The budgeted amounts have been secured.
- Social risks – The major social risks pertaining to project actions can be linked to the negative pandemic effects. From a gender perspective, the project is also elaborated ensuring as much as possible gender equality principles and ensuring a fair representation of people with disabilities when possible.

- Financial sustainability: All equipment acquired during the project will remain within City Hall premises, ensuring continuity of project activities for many years ahead.
- Policy level sustainability: Key project activities pertaining to changing existing provisions and legislation. The best-case scenario is legislation is amended during the project cycle. Worst case scenario, the changes are just initiated during the project cycle, but national legislative authorities not being able to adopt amendments to the legislation according to the policy briefs developed by Public Transport experts within the project, as this domain tends to be overlooked on the national political agenda. Middle scenario is to have just one legislative change during the project implementation, and not 2.

4. SCOPE OF THE WORK

4.1. General

4.1.1. Description of the assignment

The overall objective of the assignment is to prepare 2 (two) policy briefs for reforming public transport sector of Chisinau, based on analysis of international experience, current situation and opportunities for development.

The contractor shall consider the following reports developed during the project implementation period and come up with further policy recommendations:

- Overview Report of all public transport related legislative provisions at local and national level
- Progress report on the implementation of public transport related provisions from the EU-Moldova association agreement, and other relevant EU and international legislation

The Policy briefs under this assignment must include the assessment of current transport policy, analysis of legal and economic challenges in developing sustainable urban mobility and provide recommendations for policy makers at the national and local level. Also, it should provide specific focus on clear justification of institutional and regulatory reforms needed. Thereafter, the Policy briefs must summarize the outcomes of discussions held with urban mobility stakeholders and key recommendations for reforming the public transport sector of Chisinau.

It is important to show to national and local policy makers the best ways to improving the sectoral policy goals and measures, in particular to addressing financial and regulatory issues relevant to the public transport.

Recommendations should include but not limited to:

- Setting of sustainable urban mobility development goals for national and local authorities;
- Estimating infrastructure use charges reflecting the marginal social costs of travel (e.g. associated with congestion and level of emissions);
- Fuel taxes and other road funds distribution;
- Parking regulations and fees;
- Land value capture and other “indirect beneficiary payments” measures to reflect the beneficial impacts of transport and other sectoral investments beyond those who are directly involved in the transport;
- Public-private partnerships that give businesses the opportunity to voluntarily contribute to the funding of public transport system, because the businesses ultimately benefit from such system;
- Social impact investment: capturing the long-term financial benefits of improved road safety to fund the up-front capital improvement of road infrastructure;

- Across all modes, adjustable combinations of pricing, regulatory and market-based measures that steer transport system to commonly agreed targets of emissions and other negative externalities while preserving multiple choices for clients.

Also, it is important to explain the importance of transfer to the quality and performance oriented public service contracts with public transport (PT) operators and improving collection of transport data statistics to policy-makers.

The Policy briefs developed by the contractor will serve as an input for both the current Project aimed at supporting Chisinau in its transition to a sustainable public transport system, and possibly for preparation of proposal(s) at promotion of energy efficiency and/or reduction of associated GHG emission in public transport sector for the climate change mitigation, adaptation and carbon finance funding opportunities (e.g. NAMA) such as GEF (Global Environment Facility) and Green climate fund accordingly.

The target audience for policy briefs is principally local and central government agencies, Chisinau municipality policy-makers and international aid institutions contributing to development of this sector in the context of the sustainable development of Chisinau. A secondary audience is likely to be other sector stakeholders within the broadband arena and academic institutions.

4.1.2. Geographical area to be covered

Local and national level

4.1.3. Target groups

- Chisinau City Hall and its relevant subdivisions;
- Project Management Structures;
- Line ministries and other governmental agencies;
- Civil Society;
- Municipal and private transport companies;
- Other interested parties.

4.2. Specific work

The Contractor will collaborate with the relevant municipal departments, Project Management Structures, line ministries and other governmental agencies, municipal and private transport operators, other relevant stakeholders.

Under this assignment, the Contractor shall perform tasks and report to the Project Manager the following specific tasks:

- a) Develop a detailed methodology and work plan for the assignment, including recommended data collection instruments and other related documents;
- b) Desk review of available public transport and urban mobility documents;
- c) Identify relevant stakeholders to be interviewed during the assignment;
- d) Highlight existing issues and suggest possible solutions for its further discussion with local experts and other stakeholders;
- e) Review the existing contracts between the public transport operators and the City Hall ;
- f) Individual and focus group discussions by online or physical meetings, when necessary;
- g) Compare the current situation at the national and municipal level with international trends in the sector;

- h) Draft recommendations to improving legal, regulatory and institutional frameworks, as well as for capacity building activities in order to promote sustainable urban mobility in Chisinau;
- i) Provide recommendations on improving existing public transport contracts structure and content to address long term sustainable development goals in the sector;
- j) Develop clear, accessible and usable analysis reports describing key findings, lessons learned and relevant recommendations, and a Roadmap for further improvement of the public transport policy according to international best practices in public transport and urban mobility;
- k) Present the draft Policy briefs to the Project main stakeholders (Project Implementation Unit, Public Transport Working Group and other stakeholders as required), collect comments and finalize the documents;
- l) Hold consultations with Chisinau City Hall representatives, Public Transport Work Group, Project Implementation Unit and other stakeholders on the draft policy briefs, and integrate their feedback into the final version and the Roadmap;
- m) Prepare the final version of the policy briefs based on all key findings and recommendations (including list of priority actions) and final draft of the Roadmap;
- n) Finalize text of the policy briefs in Romanian, including important attachments, prepare executive summary and edit it for publication;
- o) Provide a complete list of documents and other sources of information used while working on this assignment;
- p) Bear personal responsibility for the credibility and reliability of the utilized data and information;
- q) Present and validate policy briefs in multi-stakeholder technical meetings.

4.3. Project management

4.3.1. Responsible body

Chisinau City Hall

4.3.2. Management structure

Project Implementation Unit	Project Board	Steering Committee	Work Group on Public Transport
- plans, prepares and implements every single project action in accordance with the Logical Framework and project calendar	- coordinates the qualitative implementation, in the established terms of the Project actions	- discuss progress, updates and any issues arising during project implementation	- contributes and supports successful implementation of the project actions

4.3.3. Facilities to be provided by the contracting authority and/or other parties

Meeting facilities at the Chisinau City Hall and the General Directorate of Public Transport and Roads premises.

5. LOGISTICS AND TIMING

5.1. Location

Chisinau City Hall, 83 Stefan cel Mare și Sfint Blvd, MD-2012, Chisinau, Moldova

5.2. Start date & period of implementation of tasks

The Services are expected to start during March 2022 with an implementation period of 10 months.

6. REQUIREMENTS

6.1. Staff

Note that civil servants and other staff of the public administration of the partner country, or of international/ regional organisations based in the country, shall only be approved to work as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

6.1.1. Key experts

The expert who has a crucial role in implementing the contract is referred to as key expert. The profile of the key expert for this contract is as follows:

Qualifications and skills

- Advanced university degree in transport and/ or in Law or a relevant related discipline, or equivalent relevant professional experience;
- Good knowledge of national and EU urban mobility policy and legislation (specific examples should be presented with the application);
- Excellent writing, and reporting skills;
- Ability to meet deadlines and set priorities for several tasks;
- Analytical skills;
- A good working knowledge of Romanian and English is required, Russian is a strong asset;
- The candidate should be able to work independently;
- Ability to work in a multidisciplinary environment comprising ministries, departments and government agencies.

General professional experience

- The candidate shall have preferably 7 years' professional experience but a minimum of 5 years relevant to the scope of this assignment is required.

Specific professional experience

- The candidate shall have at least 4 years of proven professional experience in developing or implementing policies, formulation of legislation (specific examples should be presented with the application);
- At least two similar successfully completed assignments (specific examples should be presented with the application);
- Proven experience in assessment of relevant legislation implemented nationwide and/or at local level in transport, sustainable mobility or other related areas;
- Proven experience in regional policies and knowledge of international best practices in the areas of transport and mobility is a strong asset;
- Technical evaluation skills to be applied to the assessment e.g. knowledge on evaluation/ assessment designs with focused questions; evaluation approaches and methods; and the analytical skills to interpret findings and to formulate conclusions and recommendations.

The expert must be independent and free from conflicts of interest in the responsibilities he takes on.

6.1.2. Other experts, support staff & backstopping

The costs for backstopping and support staff, as needed, are considered to be included in the tenderer's financial offer.

6.2. Office accommodation

Office accommodation to working on the contract is to be provided by the contractor.

6.3. Facilities to be provided by the contractor

The contractor shall ensure that he/she is adequately supported and equipped.

6.4. Equipment

No equipment is to be purchased on behalf of the contracting authority / partner country as part of this service contract or transferred to the contracting authority / partner country at the end of this contract. Any equipment related to this contract which is to be acquired by the partner country must be purchased by means of a separate supply tender procedure.

7. REPORTS

7.1. Reporting requirements

The contractor will submit the following reports in Romanian language in one original:

- **Inception Report** of maximum 12 pages to be produced within 1 month from the start of implementation. In the report the contractor shall describe initial findings, desk review results, data collected, the work plan and any difficulties encountered or expected in its implementation. The contractor should proceed with his/her work unless the contracting authority sends comments on the Inception Report.
- **Interim Report** of maximum 30 pages to be produced after four months from the start of implementation. In the report the contractor shall describe key findings and main opportunities for the public transport development. The report shall contain a sufficiently detailed *first Policy brief*, as well as recommendations to implementing newest approaches in public transport at local level and draft amendments to the current legislation to be made based on the Policy brief. The contractor should proceed with his/her work unless the contracting authority sends comments on the Interim Report.

Draft final Report of maximum 50 pages (main text, excluding annexes) in *.doc* format shall describe main progress in implementing the first Policy brief and include the *second Policy brief*. The report shall describe further opportunities and recommendations for implementing newest approaches in public transport at local level, as well as draft amendments to the current legislation to be made based on the Policy brief. This report shall be submitted no later than two months before the end of the period of implementation of tasks.

Final Report with incorporate any comments received from the Project Implementation Unit on the draft report. The deadline for sending the Final Report is 1 month before the end of the period of implementation of tasks.

Reports must be provided along with the corresponding invoices.

7.2. Submission and approval of reports

The reports referred to above must be submitted for approval to the Project Manager named in the contract.

8. MONITORING AND EVALUATION

8.1. Definition of indicators

- Reports submitted and approved by the contracting authority.

8.2. Special requirements

None.