

## **TERMS OF REFERENCE**

### **Individual Consultant to revised and propose adjustments to the list of goods and technical specifications for School Labs.**

#### **1. Background information on the project.**

Moldova Education Reform Project (MERP) is a World Bank-financed Project to be implemented over seven years, between April 2013 and June 2020.

The total cost of original credit is SDR 26.1 million (US\$ 40 million equivalent). The Additional Financing (AF) in the amount of SDR 7.1 million (US\$ 10 million equivalent) is provided to the Republic of Moldova in support of Moldova Education Reform Project.

The MERP supports the Government of Moldova (GoM) reform program by financing activities that will strengthen the quality of education and lead to a more efficient education sector. Through this Project, the World Bank supports the GoM in implementing the needed reforms, which include initiatives for:

- Improving the efficiency of the education sector.
- Improving school learning conditions.

These efficiency measures will be complemented by, inter-alia, the following education quality initiatives envisioned in MERP:

- Development and implementation of a school improvement package for targeted schools based on agreed upon quality assurance standards.
- Implementation of training of school directors and teachers.
- Use of a consolidated Education Management Information System (EMIS) for the general education sector which will improve policy making.
- Consecutive and continued participation in the Program for International Student Assessment (PISA).
- Improvement of the student assessment system.

MERP's focus is to support interventions that would lead to improvements in the quality and efficiency of primary and general secondary education. In that regard, additional resources would enable Ministry of Education, Culture and Research (MoECR) to deepen and expand the scope of key interventions, increasing their development impact and promoting their sustainability.

The objective of the Project is to improve learning conditions in targeted schools and strengthen the Recipient's education monitoring systems, while promoting efficiency reforms in the education sector.

The MERP has three components:

- A. "Strengthening the Quality of Education",
- B. "Improving the Efficiency of the Education Sector"
- C. "Improving the Ministry of Education, Culture and Research's Capacity to Monitor the Reform".

Component A is divided into three parts: A.1, A.2 and A.3.

The objective of part A.1 is to contribute to the strengthening of the quality of education in the General Education subsector by improving systems in the following areas: school standards, teacher and school director training, student assessments, and data collection.

The objective of part A.2 is to contribute to the strengthening of the quality of education in the General Education subsector by rehabilitating and upgrading 17 receiving schools. The activities under part A.2 is carried out by the Moldova Social Investment Fund.

The objective of part A.3 is to contribute to the strengthening of the quality of education by supporting the following activities:

- a) providing selected schools with science and technology equipment;
- b) (i) developing in-depth special education modules and training teaching support staff and psycho-pedagogues working with students with disabilities or special educational needs; and (ii) providing special education teaching and learning materials, and selected equipment;
- c) (i) evaluating training programs for school managers and teachers and updating such programs; and (ii) training and evaluating a second cohort of school managers and teachers based on the updated training programs;
- d) supporting the National School Inspectorate and the National Agency for Curriculum and Evaluation to increase their respective capacities;
- e) supporting the design and implementation of mechanisms to address the gender, inclusiveness, and citizen engagement dimensions in education;
- f) (i) developing and incorporating a vocational education and training module into EMIS; and (ii) training users on the use of EMIS.

Component B was designed to support the GoM's efforts to improve the efficiency of the sector by eliminating excess capacity and creating a leaner education system, which will be better equipped to provide education that meets the demands of a modern economy.

Component C has the objective to finance Technical Assistance (TA) for the MoECR to support the implementation, monitoring and measurement of the MERP.

One of the objective of the project is to improve school learning conditions, defined as activities intended to ensure a child-friendly environment that is conducive to learning by finances the provision of science labs and ICT equipment for approximately 160 additional schools.

In this context, the MoECR intends to hire an International Consultant to revise and propose adjustments to the list of goods and technical specifications for School Labs.

The consultant will be assisted by the Working Group designated by the MoECR for implementation of the assignment. The Working Group is composed of the following persons:

Angela Cutasevici – State Secretary in the area of education, MoECR;

Valentin Crudu – Head of the General Education Department, Coordinator of the Working Group, MEER;

Goraş Mariana - Deputy Chief of the General Education Department of the MoECR;

Paginu Victor - Main consultant of the General Education Department of the MoECR;

Velişco Nadejda - Head of the Higher Education and Scientific Research Division of the MoECR;

The working group elaborated a draft of the list and technical specifications of goods for School Labs needed for equipping Moldovan schools and recently the MoECR approved the minimum standards for endowment of school laboratories.

## **2. Objective of the assignment**

The main objective of the assignment is to determine the final list and technical specifications of goods for School Labs needed for equipping Moldovan schools.

## **3. Scope of Work**

In order to achieve the objective, the Consultant shall perform the following tasks:

- Examine and apply the international good practices to determine the list of goods that should contain the School labs for physics, chemistry and biology.
- Analyze the list of equipment requested by Working Group for procurement in regard of its appropriateness for school labs and national curricula. Provide the conclusions if the list is comprehensive and exhaustive one, if there are no exaggerations or omissions in the quantities required and provide suggestion in case that is needed.
- Propose to the Working Group the necessary quantity of goods for a school.
- Determine jointly with the Ministry of Education, Culture and Research the available budget per product, based on the list drawn up and the total available budget. Analyze the cost estimates prepared and conclude whether they are realistic and reflect the real market price of equipment.
- Analyze the market to determine the availability of goods within the available budget per product.
- Adjust, where appropriate, the budget per each product so that the total available budget not to be exceeded.
- Revised the technical specifications elaborated in lieu of completeness, absence of unnecessary details in parameters and vendor-neutrality. All specifications that may restrict broad competition between manufacturers should be completely avoided.
- Identify the training needs of stakeholders involved in the educational process on the use of goods (if any).
- Determine the list of goods for which use it is required the training of stakeholders involved (if any).
- Participate in the technical evaluation of bids received for these goods under MERP-AF procurement procedure. This activity shall be carried out after initiating the procurement procedure and receiving of bids.

#### **4. Deliverables:**

1. Final list (to be approved by the MECR) of goods for School Labs (physics, chemistry and biology) including the proposed quantity per item and school.
2. Technical specifications that will include quality requirements for goods included in the list of goods to be procured under MERP-AF.
3. Report on the training needs of stakeholders involved in the educational process regarding the use of goods for School Labs (physic, chemistry and biology), indicating the list of equipment for which use it is required training.
4. Report on compliance of goods from bids received with the technical specifications developed.

All deliverables shall be submitted in English.

#### **5. Qualification requirements and basis for evaluation (evaluation criteria)**

##### **(i) General experience (30 points):**

- Higher education degree in pedagogy, psychology or related field;
- At least 5 years of experience in pedagogy, psychology or related field

##### **(ii) Adequacy for Project (40 points):**

- Previous experience in elaboration / revision of the specifications and cost estimates for procurement of laboratory equipment in the international market;
- Knowledge of the international market for school labs specially physics, chemistry and biology. Capacity to identify trends and best practices in this market.
- Knowledge of the Moldavian education system and context would be an asset.

- At least two similar assignments carried out.
- Previous experience in collaborating with relevant ministries, institutions and civil society.

(iii) Language and Experience (30 points):

- Excellent interpersonal and communication skills.
- Excellent organizational, planning and analytical skills.
- Ability to work to meet deadlines in a fast-moving environment.
- Excellent spoken and written English skills;
- Good command of the Romanian or Russian language will be an asset;
- Excellent computer skills in the complete Microsoft Office Suite (Word, Excel, PowerPoint).

## 6. Duration of the assignment and time schedule

This consultancy is expected to begin in June 2019 and be completed by April 2020 with the total number of days for this assignment that will not exceed 30 days and the deliverables submitted as follow:

Deliverables	Submission Deadline	Approved by
Final list of goods to be approved by the MECR for School Labs	3 weeks from signing the contract	General Education Department of the Ministry of Education, Culture and Research and MERP Project Executive Director.
The revised Technical specifications.	4 weeks from the approval date of the final list of goods to be procured.	General Education Department of the Ministry of Education, Culture and Research and MERP Project Executive Director.
Report on the training needs of stakeholders involved in the educational process regarding the use of equipment for physics, biology and chemistry, indicating the list of equipment for which use it is required training.		
Report on compliance of goods from bids received with the technical specifications developed.	1 week from receiving date of bids from MERP procurement specialist.	General Education Department of the Ministry of Education, Culture and Research and MERP Project Executive Director.

## 7. Reporting requirements

The Consultant will inform the General Education Department of the Ministry of Education, Culture and Research and MERP Project Management Unit about the progress on assignment implementation until the deliverables 1-4 are submitted.

## 8. Institutional Arrangements

The consultant will work under the direct supervision of the General Education Department of the Ministry of Education, Culture and Research and all the works will be coordinated with this Department, at the same time the consultant will collaborate with MERP Project Management Unit on what relates to the proposed assignment.

The MoECR will provide the Consultant with all Project documents deemed necessary for assignment accomplishment.

**Confidentiality statement:** All data and information received from MoECR for the purpose of this assignment is to be treated confidentially and are only to be used in connection with the execution of these Terms of Reference. All intellectual property rights arising from the execution of these Terms of Reference are assigned to MoECR. The contents of written materials obtained and used in this assignment may not be disclosed to any third parties without the expressed advance written authorization of the MoECR.