

AO Pro Cooperare Regională is seeking to contract an economic expert to support local CSOs in assessing feasibility of the proposed business ideas of the yang entrepreneurs from the central region of Moldova within the project "Empowerment of youth entrepreneurship in Moldova".

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| **TERMS OF REFERENCE**  **Economic expert** | |
| **Donor:** | **European Union and Help-Hilfe zur Selbsthilfe e.V.** |
| **Project title:** | **Empowerment of youth entrepreneurship in Moldova** |
| **Modus operandi:** | **Implemented by the association Help-Hilfe zur Selbsthilfe e.V. (Germany), in partnership with local organizations**  **Pro Cooperare Regională, DEMOS and HOMECARE** |
| **Country:** | **Moldova** |

**1. Background and Context**

Pro Cooperare Regionala is looking for an Economic Expert who will be responsible for providing technical expertise, assessing the feasibility of the businesses , conducting operational analysis, and drafting the business plans for grant beneficiaries. The expert will also maintain close contact with the beneficiaries and local CSOs to ensure that they have access to the latest technical expertise.

The project "Empowerment of youth entrepreneurship in Moldova" is part of the European Union's ongoing commitment to support the economic and social development of the Republic of Moldova, with a special focus on strengthening the role of civil society in the community. The project also supports the initiatives of around 200 young people by providing them with the necessary tools and skills to develop their own businesses.

The project “Empowerment of youth entrepreneurship in Moldova” aims to help local Civil Society Organisations improve their internal capacities and skills that are necessary to achieve their missions. Concrete activities in the project include training, coaching, mentoring, facilitation of networking and dissemination of best practices, in addition to one specific sub-granting component for starting or support the development of small and micro businesses of youth.

Youth entrepreneurship will be supported through the sub-grants scheme by giving the opportunity of supported vulnerable groups to earn sufficient income to support their families, break the cycle of poverty and obtain motivation to stay in the country and further contribute to the development of society.

**2. Scope of work**

* Collaboration with local CSOs (grant beneficiaries) in assessing the feasibility of the proposed business idea
* Filed visits to grant applicants for data collection and analysis
* Drafting of the simplified business plans
* Mentorship during implementation of the business plans (contract may be also extended for this purpose)

**3. Deliverables and timeline**

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| **Deliverable** | **Estimated deadline** |
| Filed visits to grant applicants | April-June 2024 and February-April 2025 |
| Feasibility assessment of the proposed business idea | April 2024 and February 2025 |
| Data collection, analysis and creation of a simplified business plan | May-June 2024 and March-April 2025 |
| Mentorship and continuous support in implementing business plans | Contract may be extended for this purpose as follow: June-December 2024 and May-October 2025 |

The workload is estimated at 40 days. Potential extension for mentorship with an estimated workload of up to 80 days.

**4. Profile of the expert**

The Expert must fulfil the following criteria:

* Proven experience of work with entrepreneurs/private entities in Moldova;
* Good knowledge of the Moldovan procedures in establishing a business;
* Experience of work with rural entrepreneurs, agricultural producers/cooperatives;
* Experience in working with business consulting companies and CSOs supporting development of local economy;
* Prior experience of working in the Republic of Moldova is a must;
* Excellent knowledge of Romanian is required (optional-English).

**5. Application process**

* Interested applicants will submit their proposals which must include:
* CV (updated), no more than 4 pages;
* Financial proposal specifying the daily rate. It is suggested to include costs in MDL, with all fees included.

**6. Selection process**

**The selection process will proceed as follows:**

* Applicants are requested to submit an expression of interest latest **by deadline of March 25, 2024** to pro\_co\_re@yahoo.co.uk
* Subject: “Economic Expert – name and surname”.
* The applicants will be assessed by an Evaluation Committee against the criteria listed in the section 6. The technical offer will be weighted with 60%; the financial offer will be weighted with 40%. Incomplete applications will not be considered.

Cumulative analysis

The award of the contract shall be made to the consultant whose offer has been evaluated and determined as:

a) responsive/ compliant/ acceptable, and

b) having received the highest score out of a pre-determined set of technical and financial criteria specific to the solicitation.

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| **Criteria** | **Scoring** | **Maximum Points** |
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| Expertise and experience | Yes – 20 pts., no– 0 pts; | 20 |
| Entrepreneurship skills and experience in business planning | Yes – 20 pts., no– 0 pts; | 10 |
| Experience of work with groups of agricultural producers/cooperatives; business consulting companies and CSOs | Yes – 20 pts., no– 0 pts; | 10 |
| Price competitiveness of the financial offer | Maximum number of points is 60 and will be awarded to the lowest price offered | 60 |
| **Maximum Total Scoring** | | **100** |