

TERMS OF REFERENCE

Service Contract

Social Inclusion and Protection Policy Advisor (Education– Protection Transition)

Supporting the pillar review within PIN Moldova's Country Programme Strategy Review (2026)

1. Background

Basic information about PIN

We are a non-governmental, non-profit organization founded on the ideals of humanism, freedom, equality and solidarity. We consider human dignity and freedom to be fundamental values. We believe that people anywhere in the world should have the right to make decisions about their lives and to share the rights expressed in the Universal Declaration of Human Rights.

People in Need organization was established in 1992 by a group of Czech war correspondents who were no longer satisfied with merely relaying information about ongoing conflicts and began sending out aid. It gradually became established as a professional humanitarian organization striving to provide aid in troubled regions and support adherence to human rights around the world.

Throughout the 30 years of its existence, People in Need has become one of the biggest non-profit organizations in Central Europe. In addition to humanitarian aid and human rights, it now also targets education and helps people living in social exclusion.

We are part of Alliance2015, a strategic network of seven European non-governmental organizations engaged in humanitarian aid and development projects. This collaboration increases effectiveness, both in working in the target countries and in campaigns aimed at influencing the attitudes of politicians and the general public in Europe.

Basic information about PIN country programme

The Social Inclusion and Protection (SIP) Programme aims to contribute to the development of an inclusive, accessible, and high-quality social protection system in the Republic of Moldova, aligned with national priorities, the country's EU accession agenda, and the ongoing RESTART reform of the social assistance system. By strengthening public institutions, supporting civil society, and promoting community-based services, the SIP programme aims to support most vulnerable and marginalized groups to access their fundamental rights.

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m e m b e r o f
Alliance 2015
towards the eradication of poverty

2. Objective and Scope of the service

Specify the objective(s) of the service

Objective(s):

1. **Scope:** The Social Inclusion and Protection Policy Advisor (Education–Protection Transition) will provide strategic technical advisory support to the Social Inclusion and Protection Programme Manager, the Education/Emergency Response Team and Senior Management Team throughout review and early implementation of the Social Inclusion and Protection pillar (final naming and scope subject to confirmation through PIN's Country Programme Strategy Review process). The consultant will provide technical advice, policy analysis, and contextual expertise to support:
 - An evidence-based review of PIN's current Social Inclusion and Protection and Education in Emergencies programming, mapping synergies, overlaps, and gaps between the two areas;
 - Analysis of how these two areas can be repositioned, together, to remain relevant to the Moldovan context, the evolving situation of refugees and vulnerable Moldovans, and a funding landscape shifting decisively away from humanitarian and emergency-linked funding; and
 - Identification of how PIN can concurrently contribute to systemic change in Moldova's social service architecture — particularly in the context of EU accession integration — moving from direct service delivery toward strengthening how local institutions design, fund, and deliver services for all vulnerable populations, including refugees.
2. **Content:** To guide the strategic development of the programme over the coming years, PIN is developing a Social Inclusion and Protection Strategy. The strategy will define the programme's strategic vision, priorities, approaches, partnerships, and thematic focus areas, ensuring alignment with national priorities, Moldova's EU accession agenda, and international good practices.

To support this process, PIN seeks to engage a National Social Inclusion and Protection Policy Advisor (Education–Protection Transition) who will provide technical and contextual expertise throughout the strategy development process and continue providing strategic advisory support during the initial implementation phase.
3. **Geographical scope:**

Chisinau (home-based with regular meetings at PIN Moldova office and field as required)

Period:

It is estimated that the consultant will work approximately 30 working days throughout the assignment. The level of effort is expected to be more intensive during September–October 2026 and lighter during November–December 2026.

Regulatory framework and sector:

The assignment will be informed by the evolving social protection and inclusion framework of the Republic of Moldova, including the RESTART reform of the social assistance system, national social protection policies, and Moldova's commitments under the EU accession process. The analysis will consider relevant EU frameworks, including the European Child Guarantee, as well as developments in child protection, social services, migration and refugee inclusion, and community-based service delivery. The Advisor will assess how PIN's programming can remain aligned with national reforms and contribute to strengthening sustainable, inclusive, and rights-based social service systems.

Evaluation and Selection Method and Criteria

The selection process will be conducted through a transparent and objective evaluation of all submitted proposals by a designated Evaluation Committee.

Qualification Criteria**Qualification criteria include, but are not limited to:**

Submission of a signed eligibility sworn statement.

- An advanced university degree in Social Policy, Public Policy, Public Administration, Social Work, Sociology, Law, Economics, International Development, or another relevant discipline.
- Proven experience providing policy analysis, technical advisory services, research, or strategic support related to social protection or social inclusion.
- Previous experience working with international organizations, government institutions, or donor-funded programmes is considered an advantage.
- Valid business license or registration certificate.(in case of legal entity)
- Evidence of prior relevant experience,(At least seven years of professional experience in social protection, social inclusion, public policy, social services, or related fields in the Republic of Moldova),

including details such as the amount, scope, and period of similar contracts/projects (e.g., references, contracts, or certificates).

Candidates meeting qualification criterias will be invited to the Technical evaluation/Interview

Technical Evaluation/Interview:

Criteria	Scoring	Maximum Points
Demonstrated knowledge of Moldova's social protection and social inclusion systems, including legislation, governance arrangements, institutional architecture, financing mechanisms, and service delivery models	Yes – 10 pts; No – 0 pts	10
Strong understanding of Moldova's EU accession agenda and its implications for the social sector, including familiarity with the European Child Guarantee and other relevant EU policy frameworks.	Yes – 10 pts; No – 0 pts	10
Excellent understanding of the national civil society landscape, government institutions, development partners, and sector coordination mechanisms.	Yes – 10 pts; No – 0 pts	10
Demonstrated knowledge of the RESTART reform and other ongoing reforms affecting the social sector.	Yes – 5 pts; No – 0 pts	5
Demonstrated knowledge of refugee and migration policies and their implications for social inclusion and protection programming.	Yes – 5 pts; No – 0 pts	5
Excellent analytical skills, including experience collecting, analysing, and synthesizing qualitative and quantitative evidence. Demonstrated ability to monitor policy developments and provide timely strategic recommendations. /	Yes – 5 pts; No – 0 pts	5

Excellent facilitation, stakeholder engagement, and communication skills.		
Fluent in English and Romanian	Yes – 5 pts; No – 0 pts	5

Minimum Technical Threshold: Applicants must obtain at least 60% (30 points out of 50) in the technical evaluation to qualify for the financial evaluation.

Financial Evaluation:

Proposals passing the technical evaluation will be assessed based on the total cost, clarity of pricing, and overall value for money. The financial scores will be calculated inversely proportional to the proposed costs, with lower-cost proposals generally scoring higher, within the context of the overall value offered.

Overall Evaluation and Final Selection:

The final ranking of proposals will be determined by a combined score, calculated as example:

- **Technical score (60%)** in the technical evaluation to qualify for the interview and financial evaluation. Please note that the budget allocated for this consultancy is limited. PIN reserves the right to reject proposals exceeding the available budget.
- **Financial score (40%)**

The proposal with the highest combined score will be deemed the most suitable for award.

Methodology

- ✓ Desk review of relevant legislation, policy documents, EU frameworks, sector strategies, PIN programme documents, assessments, and monitoring data;
- ✓ Stakeholder consultations with government institutions, local authorities, civil society organizations, development partners, donors, and PIN teams;
- ✓ Analysis of sector trends, reforms, funding landscape, and evolving refugee and migration dynamics;
- ✓ Mapping of existing interventions, capacities, gaps, and opportunities for stronger linkages between education, protection, and social inclusion programming;
- ✓ Facilitation of strategic discussions and validation sessions with PIN teams and relevant stakeholders.

Expected Deliverables/Activities

Phase I – Pillar review (September–October 2026)

The consultant will:

- Provide strategic and technical advice throughout the pillar review process.
- Review PIN's current Social Inclusion and Protection portfolio together with its Education in Emergencies portfolio, and map synergies, overlaps, and complementarities between the two — particularly the evidence linking refugee children's educational inclusion to parallel psychosocial support, child protection mechanisms, and family-level interventions.
- Assess options for sustaining education–protection linked activities relevant to refugees beyond the emergency funding cycle, into 2027 and beyond, grounded in a realistic assessment of the funding landscape.
- Analyse how PIN's work on inclusive, community-based social service design — developed in partnership with local and regional stakeholders — can be positioned as a contribution to systemic change: strengthening how local institutions design, fund, and deliver services for all vulnerable populations, including refugees, rather than PIN providing parallel service delivery.
- Support the articulation of a transition narrative for refugee-relevant programming: what continues, in what form, and for whom, as PIN shifts from emergency response toward durable, systemically embedded, EU-accession-aligned social inclusion and protection programming
- Monitor and analyse policy, legislative, institutional, and sectoral developments relevant to social inclusion and social protection in Moldova.
- Provide regular updates and expert analysis on key reforms, including:
 - Moldova's EU accession agenda;
 - the European Child Guarantee;
 - the RESTART reform;
 - other policy developments relevant to the social sector.
- Identify systemic challenges, service delivery gaps, emerging needs, risks, and opportunities that should inform the strategy.
- Collect, analyse, and synthesize qualitative and quantitative evidence to support evidence-based strategic planning.

- Analyse the evolving refugee and migration context and its implications for programme priorities.
- Map and analyse key stakeholders, including public authorities, civil society organizations, development partners, donors, and coordination mechanisms.
- Upon request, participate in strategic planning meetings, consultations, and workshops organized by PIN.
- Review draft strategy documents and provide technical feedback and recommendations.
- Advise strategic priorities and implementation considerations based on the evolving policy and operational context.

Phase II – Strategic Advisory Support (November–December 2026)

The consultant will:

- Participate in regular strategic review meetings with the programme team.
- Monitor policy and sectoral developments relevant to implementation of the strategy.
- Provide timely updates on legislative changes, reforms, funding opportunities, and emerging sector trends.
- Advise adjustments to programme priorities based on contextual developments.
- Support interpretation of monitoring findings and external developments to facilitate adaptive management.
- Provide ad hoc technical advice on strategic partnerships, policy developments, and emerging opportunities relevant to implementation of the strategy.

Duration

Contract duration: 1 September – 31 December 2026

Logistics

Local transport will be provided to the Advisor for the field trips

Qualification requirements

- An advanced university degree in Social Policy, Public Policy, Public Administration, Social Work, Sociology, Law, Economics, International Development, or another relevant discipline.
- At least seven years of professional experience in social protection, social inclusion, public policy, social services, or related fields in the Republic of Moldova.
- Demonstrated knowledge of Moldova's social protection and social inclusion systems, including legislation, governance arrangements, institutional architecture, financing mechanisms, and service delivery models.
- Strong understanding of Moldova's EU accession agenda and its implications for the social sector, including familiarity with the European Child Guarantee and other relevant EU policy frameworks.
- Demonstrated knowledge of the RESTART reform and other ongoing reforms affecting the social sector.
- Excellent understanding of the national civil society landscape, government institutions, development partners, and sector coordination mechanisms.
- Demonstrated knowledge of refugee and migration policies and their implications for social inclusion and protection programming.
- Proven experience providing policy analysis, technical advisory services, research, or strategic support related to social protection or social inclusion.
- Excellent analytical skills, including experience collecting, analysing, and synthesizing qualitative and quantitative evidence.
- Demonstrated ability to monitor policy developments and provide timely strategic recommendations.
- Excellent facilitation, stakeholder engagement, and communication skills.
- Excellent written and spoken English and Romanian. Knowledge of Russian is considered an asset.
- Previous experience working with international organizations, government institutions, or donor-funded programmes is considered an advantage.

Application process

- Deadline for submission of application: The application file should be submitted in electronic format to: tender.moldova@peopleinneed.net with the text in the title of the message "Social Inclusion and Protection Policy Advisor (Education–Protection Transition)" until 26.08.2026, 23:59.

- Interested candidates must submit the following documentation:
 - **Technical Offer:**
 - A cover letter outlining suitability for this role.
 - A detailed CV highlighting relevant experience.
 - Examples of previous work
 - Contact details of at least two professional references
 - **Financial Offer** (Requested price for the total amount of work to be performed, in MDL, including all taxes).
 - **Eligibility Sworn Statement:** a signed declaration confirming eligibility and absence of conflict of interest.

Payment modalities

%	Milestones
20%	Upon contract signature and submission of an agreed workplan, methodology, and initial analytical approach for the pillar review process.
30%	Upon completion of Phase I activities (September–October 2026), including the provision of strategic analysis, portfolio review, stakeholder consultations, contextual analysis, and inputs/recommendations for the Social Inclusion and Protection Strategy.
50%	Upon completion of Phase II activities (November–December 2026), including final strategic advisory support, review of the strategy development process, provision of contextual updates, and submission of final recommendations/inputs.