

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – INDIVIDUAL CONSULTANT)**

REPUBLIC OF MOLDOVA

Project: Strengthening Moldova’s Disaster Risk Management and Climate Resilience Project

Project ID No. **P504278**

Loan No: **9720-MD**

Assignment Title: National Consultant for Translation and Interpretation Services under the Strengthening Moldova’s Disaster Risk Management and Climate Resilience Project

Reference No.: MD-OEAPM-537699-CS-INDV

The Republic of Moldova has received financing from the World Bank toward the cost of the Strengthening Moldova’s Disaster Risk Management and Climate Resilience Project, and intends to apply part of the proceeds for contracting a National Consultant for Translation and Interpretation Services under the Strengthening Moldova’s Disaster Risk Management and Climate Resilience Project.

National Consultant will work under the guidance of the State Hydrometeorological Service (SHS) Project Team Leader, and will ensure that the SHS receives high-quality translation and consecutive and/or simultaneous interpretation services to support effective communication with stakeholders involved in the implementation of Project activities.

The expected duration of the services contract is March–December 2026, with the possibility of extension, subject to SHS needs and the satisfactory performance of the Consultant.

The **Terms of Reference (TOR)** for the assignment is attached below to this request for expressions of interest.

The PI Office for External Assistance Programs Management, as PIU of the Project, now invites eligible consulting firms (“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 shortlisting criteria are:

- Higher education in translation, linguistics, or related fields;
- Advanced proficiency in Romanian and English;
- Minimum 5 years of relevant experience in written translation and/or consecutive and/or simultaneous interpretation;

- Demonstrated experience in professional document translation;
- Experience in consecutive and/or simultaneous interpretation in formal settings (meetings, working sessions with international partners, conferences, etc.);
- Ability to deliver high-quality services according to specific requirements and deadlines;
- Strict adherence to delivery deadlines, specialized terminology, and high professional standards.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" - PROCUREMENT IN INVESTMENT PROJECT FINANCING Goods, Works, Non-Consulting and Consulting Services, dated September 2023 (hereinafter referred to as "Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultant (IC) method set out in the World Bank Procurement Framework.

Further information can be obtained at the address below during office hours 08:30 to 17:30 local time.

The applications should include a letter of Expression of Interest, a Curriculum Vitae (CV), at least two relevant references from previous beneficiaries of similar services, copies of diplomas and certificates demonstrating English proficiency, a list of similar projects completed, and samples of work corresponding to the tasks described in this TOR.

Expressions of interest must be submitted in writing (by email) to the address below by **17:30 local time, March 04, 2026.**

Attn: **Raisa CANTEMIR**

Director

PI Office for External Assistance Programs Management (OEAPM) / Project Implementation Unit (PIU)

57/1 Mitropolit Banulescu Bodoni str., office 306, MD-2005.

Chisinau, Republic of Moldova

Tel: 373 22 802 832, 23 82 48

E-mail: achizitii.proiecte@ogpae.gov.md

TERMS OF REFERENCE

National Consultant for Translation and Interpretation Services under the Strengthening Moldova's Disaster Risk Management and Climate Resilience Project

1. General Information

The Strengthening Moldova's Disaster Risk Management and Climate Resilience Project (SMORE) is implemented by the Government of the Republic of Moldova through the *Public Institution Office for External Assistance Programs Management* (OGPAE), acting as the Project Implementation Unit (PIU), and the Implementing Agencies. The Project is financed under a Loan Agreement signed on 7 February 2025 between the Government of the Republic of Moldova and the World Bank, with a total financing amount of USD 40 million.

The Project's overall objective is to enhance Moldova's preparedness and response to natural hazards and climate-related shocks, and in case of an eligible crisis or emergency, respond promptly and effectively to it.

To support the implementation of planned activities by the State Hydrometeorological Service (SHS) under the Project, and to facilitate effective communication with the World Bank and other stakeholders involved in Project implementation, it is necessary to engage professional written translation and consecutive and/or simultaneous interpretation services. The Project consists of several components, including Component 2 – "Improving Hydrometeorological Services", implemented through the Ministry of Environment and the State Hydrometeorological Service (SHS), the beneficiaries of this Component.

2. Objective of the Assignment

The objective of this assignment is to ensure that the SHS receives high-quality translation and consecutive and/or simultaneous interpretation services to support effective communication with stakeholders involved in the implementation of Project activities.

3. Scope of Work and Required Services

The selected Individual Consultant shall provide written translation and consecutive and/or simultaneous interpretation services between English and Romanian.

3.1 Written Translation

- Translation of documents and information related to the organization of SHS activities for the purposes of the Project, World Bank Project supervision missions and Bank representatives, information, progress reports and financial

documents, procedures for the procurement of goods, works and services financed from Project sources;

- Full translation of all textual elements (correspondence, reports, tables, graphs, annexes, diagrams, training materials, technical specifications, procurement contracts, as applicable);
- Professional proofreading, revision, and editing;
- Ensuring consistency in legal, financial, and technical terminology;
- Meeting the delivery deadlines set for each written request;
- Delivering translations in editable format (Word, Excel, PowerPoint), while preserving the structure of the original document.

3.2 Consecutive and/or Simultaneous Interpretation

- Provision of consecutive and/or simultaneous interpretation services for SHS activities under the Project, including:
 - working meetings, World Bank supervision missions, roundtables, conferences, and other events;
 - public consultations;
 - training sessions, evaluation missions, and project audits.
- Use of clear, precise, and contextually appropriate language for institutional and technical settings;
- Ability to operate simultaneous interpretation equipment (booths, headsets, microphones), if required.

4. Contract terms

The services shall be provided throughout the Project implementation under a services contract based on SHS requests, specifying the required services, dates and deadlines, and workload.

Payment for services shall be made from Project funds in accordance with the signed services contract, based on approved timesheets indicating days worked and the Consultant's monthly activity reports, as accepted by SHS.

The Consultant shall ensure confidentiality of all information obtained during service delivery.

The expected duration of the services contract is March–December 2026, with the possibility of extension subject to SHS needs and satisfactory performance.

5. Qualification and Experience Requirements

The Consultant must meet the following requirements:

- Higher education in translation, linguistics, or related fields;
- Advanced proficiency in Romanian and English;

- Minimum 5 years of relevant experience in written translation and/or consecutive and/or simultaneous interpretation;
- Demonstrated experience in professional document translation;
- Experience in consecutive and/or simultaneous interpretation in formal settings (meetings, working sessions with international partners, conferences, etc.);
- Ability to deliver high-quality services according to specific requirements and deadlines;
- Strict adherence to delivery deadlines, specialized terminology, and high professional standards.

6. Application Package

The application package shall include:

- Consultant's Curriculum Vitae (CV);
- Letter of Intent;
- At least two relevant references from previous beneficiaries of similar services;
- Copies of diplomas and certificates demonstrating English proficiency;
- List of similar projects completed and samples of work corresponding to the tasks described in this TOR.

Expressions of interest must be submitted in writing (by email) to the address below by **17:30 local time, March 04, 2026.**

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