



REQUEST FOR QUOTATION NO RfQ-26/ 03337

Organization and Implementation of the National STEAM Competition

SECTION 1: REQUEST FOR QUOTATION (RFQ)

United Nations Development Programme (UNDP) through its projects “*Transforming education in Moldova through Model Schools*” Model Schools Project and “*Advancing Quality Education and Lifelong Learning Opportunities for All*” EU4EDU Project, kindly requests your quotation for the provision of services as detailed in *Annex 1* of this RFQ.

This Request for Quotation comprises the following documents:

- Section 1: This RFQ document generated by the online system
- Section 2: RFQ Instructions and Data
- Annex 1: Schedule of Requirements
- Annex 2: Quotation Submission Form
- Annex 3: Technical and Financial Offer

When preparing your quotation, please be guided by the RFQ Instructions and Data. Please note that quotations must be submitted directly in the system responding to the questions and uploading required documents by the date and time indicated in the online portal. It is your responsibility to ensure that your quotation is submitted before the deadline. Quotations received after the submission deadline outside the online portal, for whatever reason, will not be considered for evaluation.

Quotations must be submitted directly in Quantum ERP supplier portal following the link: <http://supplier.quantum.partneragencies.org> using the profile you may have in the portal (please log in using your username and password).

Follow the instructions in the user guide to search for the tender using search filters, namely **Negotiation ID: UNDP-MDA-01078** and subscribe to the tender in order to get notifications in case of amendments of the tender document and requirements.

In case you have never registered before, follow this link to register a profile: <https://estm.fa.em2.oraclecloud.com/fscmUI/redwood/supplier-registration/register-supplier/register-supplier-verification?id=TUW16eK6qsD94MNMxATNMoyCOHny7FmchTkUZsdOqrAW4sy6L5xSAB033Q%3D%3D>.

Please note that the access link to the Supplier registered profile is sent from Oracle within up to 3 days. In case you have not received the access link after 3 days since registration, you should address for support to UNDP at the email address: sc.md@undp.org . In case you encounter errors with registration (e.g. system states Supplier already is registered), you should address for support to UNDP at the email address: sc.md@undp.org .

Computer firewall could block *oracle* or *undp.org* extension and Suppliers might not receive the Oracle notifications. Please turn down any firewalls on your computers to ensure receipt of email notification.

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Should you require further clarifications on the application through the Quantum online portal, kindly contact the Procurement Unit at sc.md@undp.org. Please pay attention that the bid shall be submitted online through the Quantum system and any bid sent to the above email shall be disqualified.

Should you require further clarifications on the Request for Quotation, Terms of Reference or other requirements, kindly communicate using the messaging functionality in the portal.

Deadline for Submission of Offers (Date and Time), which is visible in the online procurement system will be final. System will not accept submission of any bid after that date and time. It is the responsibility of the bidder to make sure that the bid is submitted prior to this deadline for submission.

Bidders are advised to upload bid documents and to submit their offer a day prior or well before the date and time indicated under the deadline for submission of Offers. Do not wait until last minute. If Bidder faces any issue during submitting offers at the last minutes prior to the deadline for submission, UNDP may not be able to assist on such a short notice and will not be held liable in such instance. UNDP will not accept any offer that is not submitted directly through the System.

Thank you and we look forward to receiving your quotation.

UNDP Moldova

SECTION 2: GENERAL INSTRUCTIONS

Introduction	Bidders shall adhere to all the requirements of this RFQ, including any amendments made in writing by UNDP. This RFQ is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement. Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this RFQ. UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or cancellation of the tender in the online portal.
Deadline for the Submission of Quotation	Deadline is indicated in the online portal. If any doubt exists as to the time zone in which the quotation should be submitted, refer to http://www.timeanddate.com/worldclock/
Method of Submission	Quotations must be submitted as follows: Quantum ERP supplier portal following this link: http://supplier.quantum.partneragencies.org/ using the profile you may have in the portal. Follow the instructions in the user guide to search for the tender using Negotiation ID. In case you have never registered before, follow this link to register a profile: https://estm.fa.em2.oraclecloud.com/fscmUI/redwood/supplier-registration/register-supplier/register-supplier-verification?id=TUW16eK6qsD94MNMxATNMoyCOHny7FmchTkUZsdOqrAW4sy6L5xSAB033Q%3D%3D. Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration. ▪ File Format: All attachments must be in PDF format unless otherwise instructed by UNDP. ▪ File names must be in Latin alphabet/keyboard and clearly indicate the content of the document to facilitate review. ▪ All files must be free of viruses and not corrupted.
Cost of preparation of quotation	UNDP shall not be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.
Supplier Code of Conduct, Fraud, Corruption,	All prospective suppliers must read the United Nations Supplier Code of Conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN. The Code of Conduct, which includes principles on labour, human rights, environment and ethical conduct may be found at: https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct Moreover, UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors to observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at: http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_and_investigation.html#anti
Gifts and Hospitality	Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches, dinners or similar. In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract.

Conflict of Interest	UNDP requires every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified. Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this RFQ. The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this RFQ, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.
Currency of Quotation	Quotations shall be quoted in the currency indicated in the portal.
Joint Venture, Consortium or Association	If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture, Consortium or Association. Refer to Clauses 19 – 24 under Solicitation policy for details on the applicable provisions on Joint Ventures, Consortium or Association.
Only one Bid	The Bidder (including the Lead Entity on behalf of the individual members of any Joint Venture, Consortium or Association) shall submit only one Bid, either in its own name or, if a joint venture, Consortium or Association, as the lead entity of such Joint Venture, Consortium or Association. Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following: a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or b) they have the same legal representative for purposes of this RFQ; or c) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of, another Bidder regarding this RFQ process; d) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or e) some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this RFQ process. This condition relating to the personnel does not apply to subcontractors being included in more than one Bid.
Price variation	No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during the validity of the quotation after the quotation has been received.
Alternative Quotes	If alternative quote is permitted, it may be submitted only if a conforming quote to the RFQ requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative quote. If multiple/alternative quotes are being submitted, they must be clearly marked as "Main Quote" and "Alternative Quote" directly in the portal and in any supporting document as relevant.
Contact Person for correspondence, notifications and clarifications	Must be submitted directly in the portal using the messaging functionality. Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Right not to accept any quotation	UNDP is not bound to accept any quotation, nor award a contract or Purchase Order
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Publication of Contract Award	UNDP will publish the contract awards on the websites of the CO and the corporate UNDP Web site.
Policies and procedures	This RFQ is conducted in accordance with UNDP Programme and Operations Policies and Procedures .
UNGM registration	Any Contract resulting from this RFQ exercise will be subject to the supplier being registered at the appropriate level on the United Nations Global Marketplace (UNGM) website at www.ungm.org . The Bidder may still submit a quotation even if not registered with the UNGM, however, if the Bidder is selected for Contract award, the Bidder must register on the UNGM prior to contract signature.



SECTION 2: SPECIAL INSTRUCTIONS

General Conditions of Contract	Any Purchase Order or contract that will be issued as a result of this RFQ shall be subject to one of the General Conditions of Contract below as applicable in each case specified in the Requirements section Applicable GTC: ☒ General Terms and Conditions for Contract . Applicable Terms and Conditions and other provisions are available at UNDP/How-we-buy
Special Conditions of Contract	☒ Liquidates damages shall be imposed as follows: Percentage of contract price per week of delay: 2.5% up to a maximum of 10%, after which UNDP may terminate the contract.
Duties and taxes	Article II, Section 7, of the Convention on the Privileges and Immunities provides, inter alia, that the United Nations, including UNDP as a subsidiary organ of the General Assembly of the United Nations, is exempt from all direct taxes, except charges for public utility services, and is exempt from customs restrictions, duties, and charges of a similar nature in respect of articles imported or exported for its official use. All quotations shall be submitted net of any direct taxes and any other taxes and duties, unless otherwise specified in the requirements section. All prices must: ☒ be exclusive of VAT and other applicable indirect taxes
Currency Quotation	Prices shall be quoted only in the currency indicated in the system: • USD (United States Dollars) – applicable to both international and local Bidders; or • MDL (Moldovan Leu) – applicable to local Bidders only. Local Bidders may submit their financial offers either in USD or MDL , at their discretion. For the purpose of bid evaluation, all financial offers shall be converted into USD using the United Nations Operational Rate of Exchange (UNORE) applicable on the bid submission deadline, available at: https://treasury.un.org/operationalrates/OperationalRates.php If the contract is awarded to a local Bidder that submitted its financial offer in USD, payments will be made in MDL based on UN Operational Rate of Exchange valid on the date of money transfer, as per the “payment terms and conditions” stipulated in this solicitation document: https://treasury.un.org/operationalrates/OperationalRates.php UNDP shall not be kept liable for any fluctuations of the exchange market during contract implementation, the Contractor being legally responsible to register any loss/gain of currency exchange resulting from payments against the Contract in accordance with the national legislation.
Eligibility	A vendor who will be engaged by UNDP may not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by these organizations. Failure to do so may result in termination of any contract or PO subsequently issued to the vendor by UNDP. It is Bidder’s responsibility to ensure that its ultimate beneficial owners, employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP. Bidders must have the legal capacity to enter a binding contract with UNDP and to deliver in the country, or through an authorized representative.
Language quotation	The quotation may be submitted in English or Romanian. Competition sessions, materials and reports shall be provided in Romanian.
Quotation validity period	Quotations shall remain valid for 90 (ninety) days from the deadline for the Submission of Quotation.
Partial Quotes	☒ Not permitted
Alternative Quotes	☒ Not permitted
Payment Terms	☒ 100% within 30 days after receipt of services and submission of payment documentation
Conditions for Release of Payment	☒ Written Acceptance of Services, based on full compliance with RFQ requirements

Clarifications	Bidders must send their inquiries and requests for clarifications using the messaging functionality in the portal. PLEASE PAY ATTENTION: QUOTES SHALL NOT BE SUBMITTED TO ANY EMAIL ADDRESS BUT ONLY THROUGH THE QUANTUM PORTAL. Requests for clarification from bidders will not be accepted any later than 2 (two) days before the submission deadline. Responses to request for clarification will be communicated directly in the portal.
Documents to be submitted	☒ Annex 2: Quotation Submission Form duly completed and signed ☒ Annex 3: Technical and Financial Offer duly completed and signed and prepared in accordance with the Schedule of Requirements in Annex 1, including: • understanding of the assignment; • proposed training methodology and approach; • proposed concept of the competition; • detailed implementation plan and timeline; • proposed team composition and allocation of responsibilities; • confirmation of the Contractor's capacity to ensure the logistical and technical arrangements required for the delivery of the assignment. ☒ Company Profile, including detailed portfolio/previous corporate experience as per evaluation criteria below, indicating the 2 previous assignments, services performed related to the assignments, donor or contracting parties and other key information. ☒ Copy of registration documents ☒ List of completed and/or ongoing contracts for services as per evaluation criteria below undertaken within the past 5 (five) years including the following information: • Name of previous contracts • Client & Reference Contact • Details including e-mail • Contract Value Period of activity • Types of services undertaken Note: Copies of the contracts might be requested during the evaluation process. ☒ Statement of satisfactory Performance (References) from the top 2 clients in terms of Contract value in similar assignments. ☒ Financial Statements (Income Statements and Balance Sheets) for the past 2 (two) years (2024, 2025), or equivalent financial documentation demonstrating the financial capacity of the company. ☒ Completed and signed CV for the proposed Key Personnel, accompanied by copies of relevant diplomas, certificates and qualification documents demonstrating compliance with the minimum requirements specified in the RFQ.
Evaluation method	☒ The Contract will be awarded to the lowest price substantially compliant offer
Evaluation criteria	☒ Full compliance with all requirements as specified in Annex 1 ☒ Full acceptance of the General Conditions of Contract ☒ Be a legally registered entity ☒ At least 2 assignments in organizing national or regional K-12 student competitions (kinder garden to 12 grade), bootcamps, hackathons, innovation challenges etc. ☒ At least 5 years of organizational experience in designing, managing and implementing educational programmes that integrate STEM/STEAM and entrepreneurship (STEEAM). ☒ Experience implementing donor-funded, UN, EU, or government-funded projects. ☒ Proposed Key Personnel & Trainers Team with the minimum required academic and professional qualifications, proven by CV submitted: <u>National STEAM Competition Coordinator (one):</u> • Bachelor's degree in Education Sciences, Economics, Public Administration, Law, Political Sciences, Social Sciences, or related field; • Proven experience in conducting of at least 2 (two) STEAM activities (and/or competitions) similar to the assignment in the last 5 (five) years; • Fluency in Romanian and English languages is required; <u>Trainers Team (at least 2):</u> • Bachelor's degree in Education Sciences, IT, Engineering, Arts, Social Sciences, or related field; • Proven expertise in STEEAM education for at least 3 years; • Demonstrated experience of at least 3 assignments involving the delivery of teachers' workshops and training programmes; • Fluency in Romanian language is required. The Contractor could consider other non-key personnel if it is required for the successful implementation of the

	present assignment.
Type of Contract to be awarded	☒ Contract Face Sheet
Expected date for contract award.	10 September 2026

ANNEX 1: SCHEDULE OF REQUIREMENTS

1. **PROJECT TITLE: Advancing Quality Education and Lifelong Learning Opportunities for All/ Transforming education through Model Schools**
2. **PROJECT DESCRIPTION**

General Background:

Education system of the Republic of Moldova faces persistent challenges in delivering relevant, high-quality and equitable learning conditions leading to good education outcomes. The 2022 PISA results showed over half of students failing to meet minimum competency levels in math, reading, and science. Recent monitoring of gymnasium graduation exams results revealed significant declines in passing rates in several districts, especially for exact science disciplines.

To address these systemic issues, in early 2024 the Ministry of Education and Research (MER), with support from development partners, including UNDP, launched the **Model Schools Initiative** (hereinafter Initiative). This Initiative aims to transform **90 schools** selected by MER into modern, inclusive and high-quality educational establishments. The transformation envisages infrastructure upgrades, acquisition of modern learning equipment, provision of free transportation for rural students, and improved teaching and school management practices.

As part of a Joint Programme, UNDP committed to contribute to the implementation of the Initiative by providing support to **15 schools** (hereinafter referred to as “Programme Schools”) out of the selected 90 schools. ¹

During 2024 – 2028, UNDP is implementing the programme “*Transforming education in Moldova through Model Schools*”, funded by the Government of Norway. The overarching programme objective is to enhance the quality and effectiveness of Moldova's education system through the transformation of district schools into Model Schools. The interventions under this programme are built on and are complimentary to the activities of the EU-funded “*Advancing Quality Education and Lifelong Learning Opportunities for All*” programme implemented jointly by UNDP and UNICEF. Both programmes (hereinafter referred to as “Joint Programme” or Programme) are anchored into the national priorities set in the *Development Strategy Education 2030* and are set to empower all stakeholders to contribute to the advancement of the quality of education through enhanced human capacities, upgraded learning environments, relevant lifelong opportunities, and increased digital literacy skills. Specifically, the Programme will contribute to improving equitable access for all children to quality education, promoting the development of an inclusive, digital, and resilient society and upgrade of learning environments through renovation and equipping of science labs, to facilitate the development of the 21st century skills. In addition, it will support continuous professional development of teachers through training teachers in STEAM and interdisciplinarity, as well as the use of digital educational technologies for education, supporting the reconceptualization of continuous development of teachers training through the INEL (National Institute for Education and Leadership).

Under this Programme, UNDP will support:

1. Transforming Fifteen Programme Schools into **Model Schools**²: These schools will undergo significant renovations, to create modern, inclusive learning environments with upgraded infrastructure, including redesigning existing STEAM learning spaces to facilitate better learning, provision of modern technologies and teaching-learning resources and support the roadmaps for continuous development of digital learning space, and new furniture, enabling better learning outcomes and improved efficiency of the school network. Green school principles will be incorporated to reduce environmental impact.
2. Facilitating the development of 21st century skills of students through improving education quality and school management: This includes supporting the curricular reform, supporting the professional development of teachers, and enhancing local education governance. Activities will focus on developing relevant curricula, providing initial and continuous professional development for teachers in the implementation of STEAM and interdisciplinary approaches, use of active teaching methods such

¹ <https://mec.gov.md/ro/content/reteaua-scolilor-model-se-extinde-pana-la-90-de-institutii>

² https://mec.gov.md/sites/default/files/anexa_2_omec_198_din_2024_concept_scoala_model.pdf

as project-based learning, problem-based learning, inquiry-based learning and others, with special focus on science disciplines, integration of green and sustainability practices into the curricula; improving local level education governance and school management and autonomy to enhance the quality of education.

In this context, the Joint Programme's overall goal is to contribute to enhancing the quality and efficiency of Moldova's education system.

Background

The education system of the Republic of Moldova continues to face significant challenges related to educational quality, equity, and access to modern learning opportunities, particularly in rural areas. These challenges include disparities in student learning outcomes, limited access to modern educational infrastructure and technologies, shortages of qualified teaching staff, and insufficient opportunities for the practical application of interdisciplinary learning approaches.

Moldova's school network comprises approximately 1,196 primary schools, gymnasiums, and lyceums serving over 330,000 students. Despite considerable public investment in education, disparities persist between urban and rural schools in terms of infrastructure, resources, and educational outcomes. Recent international and national assessments have demonstrated significant differences in student performance between larger and smaller schools, highlighting the need for continued investment in quality education and innovative teaching practices.

The most recent PISA results, released in December 2023, reveal a concerning trend: nearly 50% of all Moldovan pupils, and a significant 70% of those attending schools with fewer than 400 students struggle to achieve basic proficiency in reading, writing, and science by age 15. In addition, the PISA results indicate on drastic discrepancies between small and larger schools' educational outcomes – with 7 out of 10 pupils in large schools attaining the minimum competence levels, compared to only 3 out of 10 pupils from small schools (under 400 students) performing at minimum level across the three domains assessed (reading, mathematics, and science).

In response, the Ministry of Education and Research (MER) launched the **Model Schools Initiative**, a national reform effort aimed at creating modern, inclusive, and high-performing educational institutions. Initially launched in 2024 with 35 schools, the initiative was expanded in 2025 to include 90 Model Schools across the country. The initiative seeks to provide equitable access to quality education through improved infrastructure, modern learning technologies, strengthened school leadership, teacher professional development, and student-centered learning environments.

STEAM Education

The integration of interdisciplinary and transdisciplinary approaches, including STEAM (Science, Technology, Engineering, Arts, and Mathematics) education, was introduced into Moldova's national curriculum framework in 2019. However, implementation has remained uneven due to limited teacher preparation, insufficient educational resources, and a lack of opportunities for teachers and students to engage in authentic interdisciplinary project-based learning.

A needs assessment conducted among science teachers participating in UNDP-supported education programmes indicated that fewer than 20 percent of respondents had participated in STEAM-related training since the approach was introduced into the curriculum. Teachers identified limited practical experience, insufficient preparation time, and inadequate access to equipment and teaching resources as key barriers to implementation.

To address these challenges, in the last years UNDP Moldova has supported teacher training programmes, mentoring activities, and professional communities of practice focused on innovative teaching methodologies, interdisciplinary learning, and STEAM education. These interventions have demonstrated positive results in increasing teachers' confidence and capacity to implement student-centered, project-based learning approaches.

The new concept of curriculum reform, launched in 2024 by the Ministry of Education and Research, provides a foundation for increasing the share of integrated, inter-, and transdisciplinary content. In this context, supporting teacher training and revising curriculum content through the integration of a STEAM approach represents a key priority for UNDP within the ongoing education project.

Furthermore, in 2026, UNDP supported the development of the optional curriculum "**STEAM for Sustainable Development**", accompanied by a methodological guide aimed at facilitating the effective integration of STEAM principles into teaching and learning processes.

National STEAM Competition

Building on these efforts, UNDP intends to organize the **National STEAM Competition** as a comprehensive educational programme designed to promote innovation, interdisciplinary learning, and the practical application of STEAM competencies among students and teachers.

The competition will go beyond a traditional contest format and will include a public launch, participant selection, training of teacher-mentors, mentoring support, provision of consumables and prototyping materials, implementation of student projects, intermediary evaluation stages, and a national final event. The competition will target students from lower secondary and upper secondary education and will encourage the development of innovative solutions addressing real-world challenges through collaborative and project-based learning.

The initiative aims to strengthen STEAM competencies among students, enhance teachers' capacity to design and facilitate interdisciplinary learning experiences, and reinforce the role of schools as centers of innovation and creativity. The competition is fully aligned with the objectives of the Model Schools Initiative and with UNDP Moldova's efforts to support the development of 21st-century skills, digital transformation, sustainability, and student-centered education.

SCOPE OF WORK

UNDP Moldova intends to contract an experienced company or organization (hereinafter referred to as the *Contractor*) to organize and implement the National STEAM Competition during the period September 2026 – June 2027.

The **overall objective** of this assignment is to organize and implement a national educational competition that promotes STEAM competencies among students and teachers through project-based learning, innovation, mentoring, prototyping and public presentation of solutions addressing real-world educational, environmental and community challenges.

Specific objectives

The assignment shall contribute to:

- Increasing student participation in applied STEAM activities.
- Strengthening teachers' capacity to facilitate STEAM learning and interdisciplinary project development.
- Supporting the development of innovative student-led projects and prototypes.
- Promoting innovation, inclusion, sustainability and responsible use of digital technologies.
- Creating a national community of STEAM ambassadors among students and teachers.

- Showcasing successful educational practices through public events and dissemination activities.

To ensure adequate achievement of the specific objectives and implementation of all planned activities, the *Contractor* will be responsible for the implementation of the National Steam competition in close cooperation with the UNDP Programme team, managing all related logistical and procurement arrangements.

3. KEY TASKS/ACTIVITIES AND EXPECTED OUTPUTS

The *Contractor* is expected to deliver the following key results under the assignment for organizing and implementing the National STEAM Competition:

- Effective competition planning, management and coordination with relevant stakeholders;
- Successful outreach, recruitment and participation of at least 50 school teams;
- Teacher training programme delivered to equip teachers with practical STEAM facilitation and STEAM project mentoring skills;
- Effective pedagogical and technical mentoring and support established and implemented for student teams throughout the competition cycle;
- Transparent STEAM projects evaluation process ensured;
- National STEAM Final and Exhibition successfully delivered;
- Monitoring, evaluation and reporting completed;
- Community of STEAM Ambassadors established.

To achieve the expected results, the *Contractor* shall take full responsibility for the execution and delivery of the following, but not limited to, tasks and outputs as described below:

Task 1. Competition design and inception

- **The *Contractor* shall develop and contribute to the methodological and institutional preparation of the National STEAM Competition, in close coordination with the UNDP Programme Team, including, but not limited to, the following requirements:**
 - Develop a detailed implementation plan;
 - Develop and refine based on feedback received the competition methodology: Concept of the competition, Regulations for the organization and conduct of the competition; Participation guidelines and other related guidelines; application forms etc.
 - Develop registration forms and application tools for school teams;
 - Develop targeted outreach materials for school teams;
 - Coordinate all planning activities with UNDP.

Task 2. Competition launch and recruitment campaign

- **The *Contractor* shall organize and implement a national awareness and recruitment campaign.** Activities shall include: organization of launch event and information webinars; communication through digital channels to engage schools; outreach to schools and educational stakeholders; management of applications and participant registration; selection of teachers and school teams according to the approved eligibility and selection criteria; signing of participation agreements.
- **Expected results:**
 - A minimum of 25–35 school teams registered in each of the two competition categories (Gymnasium and High School levels), with 25 teams per category qualifying for the first round of the competition. Each school team shall consist of up to seven (7) members, including students and teachers (mentors). The qualified school teams in the first round will receive a fixed budget (as indicated in the *Annex 3 Technical and financial offer – services*) for procuring consumables required for low tech STEAM project development, such as, but not limited to cardboard

boxes, textile materials, wires, connectors, paper, safe laboratory materials, and other supplies necessary for the design and development of prototypes. The *Contractor* will present budget allocation evidence for the selected school teams/STEAM projects to procure consumables for STEAM project design and prototyping submitted.

- A minimum of 50 teachers enrolled to participate in the competition as members of the qualified school teams.

Task 3. Teacher training programme

- **The *Contractor* shall organize, coordinate, and deliver the teacher professional development programme in an online format.** Teacher training represents a core component of the Competition, ensuring the pedagogical quality and sustainability of the STEAM projects developed by participating teams. Teachers will not merely accompany student teams throughout the competition process but are expected to act as mentors capable of designing, facilitating, guiding, and evaluating authentic STEAM learning experiences and interdisciplinary projects. The duration of the teacher professional development programme is expected to be approximately up to 20 hours. Training activities shall cover, but not be limited to, the following topics: STEAM pedagogy, interdisciplinarity and project-based learning; design of student projects; prototyping and innovation methodologies; mentoring approaches and team facilitation; student assessment; and project presentation and evaluation etc.
- The *Contractor* is expected to provide trainers and facilitators as needed; online logistics; learning materials; participant support and mentoring; certificates.

Task 4. Mentoring and STEAM project development support

The *Contractor* shall support participating school teams throughout the ongoing STEAM project development phase. The Contractor shall ensure continuous engagement with all participating school teams through the coordination of teacher-mentors, the delivery of online mentoring sessions to the teacher-mentors and school teams, the provision of technical and pedagogical consultations, support for STEAM project development and implementation, ongoing progress monitoring, and the collection of project performance data.

The National STEAM Competition will focus on five core thematic areas aligned with and derived from the optional curriculum “STEAM for Sustainable Development”:

- Energy and Environment
- Water, Climate and Risk Management
- Mobility, Space and Communications
- Health, Nutrition and Biotechnology
- Digital Arts and Innovation.

Task 5. Evaluation of STEAM projects and selection of finalists

The *Contractor* shall organize the evaluation process for the STEAM project proposals qualified at the first round of the competition. Out of 25 school teams qualified in the first round of the competition per each category, a total of 15 school teams per category (Gymnasium and High School) or 30 school teams per total will qualify for the final round of the competition and will participate in the National STEAM Final Competition event. The Contractor is expected to conduct a smooth intermediary evaluation process for selecting the finalists by proving clear evaluation criteria, ensuring jury coordination, preparation of evaluation tools and scoring sheets, documentation of evaluation results etc.

Task 6. Organization of the National STEAM Final Competition and exhibition

The *Contractor* shall organize the National STEAM Final Competition and exhibition of STEAM projects. The final event is expected to cover and include: exhibition of STEAM projects and prototypes; organization of on-stage pitching sessions led by

students' teams; jury evaluations organized per both categories (Gymnasium and High School). The Final event will bring together: 30 participant school teams made up of teachers and students (15 school teams per each category qualified in the final round of the competition); Ministry of Education and Research representatives; development partners; private sector representatives and media.

The *Contractor* is expected to provide and organize venue, logistics, mentoring support for student-led on-stage pitching, participant management, catering etc.

Task 7. Final reporting

The *Contractor* shall submit a **comprehensive final implementation report**, including summary of activities; participant statistics; inclusion and gender-disaggregated data; data analysis and evaluation findings; participant feedback; lessons learned; recommendations for future editions.

Note:

Please note that all activities and costs related to the communication and visibility of the National Competition will be ensured by UNDP, including social media coverage; photography and video production; promotional materials for participants; printing of materials; participant stories; success stories; communication products; event promotion; media engagement etc.

4. KEY DELIVERABLES AND INDICATIVE TIMEFRAME

Deliverables	Indicative timeframe
Task 1. Competition design and inception Deliverable 1: Developed inception package submitted containing: Concept of the competition, including detailed implementation timeline; Regulations for the organization and conduct of the competition; Participation guidelines and other related guidelines; application forms; outreach plans to schools; monitoring framework etc.	By 25 September 2026
Task 2. Competition launch and recruitment campaign Deliverable 2: Agendas for the launch event/ information webinars, list of (50) selected school teams/STEAM projects qualified in the first round of the competition and budget allocation evidence for the selected school teams/STEAM projects to procure consumables for STEAM project design and prototyping submitted.	September – October 2026
Task 3. Teacher training programme Deliverable 3: Teacher training programme completed and training report submitted, including training curriculum, agendas, list of participants etc.	November – December 2026
Task 4. Mentoring and STEAM project development support Deliverable 4: Online mentoring programme implemented and progress report submitted covering the following, but not limited to: list of STEAM project proposals developed by school teams, list of developed STEAM prototypes, work plans, progress journals, mentoring sessions, technical and pedagogical feedback etc.	December 2026 – February 2027
Task 5. Evaluation of STEAM projects and selection of finalists Deliverable 5: Evaluation report and list of (30) selected STEAM projects selected for both categories and approved to participate in the National STEAM Final Competition and Exhibition	February 2027
Task 6. Organization of the National STEAM Final Competition and Exhibition	March – April 2027

Deliverables	Indicative timeframe
Deliverable 6: National Final and awards Ceremony organized and activity report submitted that will cover the following, but not limited to: agenda for the national competition event, organization of STEAM project exhibition, jury evaluation, awards ceremony, and presentation of STEAM student projects to partners, stakeholders, and the wider public.	
Task 7. Final reporting Deliverable 7: Final Implementation Report approved by UNDP, including summary of activities participant statistics; inclusion and gender-disaggregated data; data analysis and evaluation findings; participant feedback; lessons learned; recommendations for future editions.	June 2027

Note: The time period shown has been estimated to be sufficient/feasible for the scope of work to be successfully completed and is proposed as a guide for the duration of the assignment

5. INSTITUTIONAL ARRANGEMENTS

The *Contractor* will be awarded a contract with UNDP for the delivery of the required services and will work under the guidance of the Education Component Manager and the supervision of the Project Manager. The Programme will provide all available relevant documentation required for the successful organization of the National STEAM Final Competition.

The Contractor will be responsible for all logistics and procurement arrangements, obtaining all necessary approvals, and maintaining effective communication and engagement with all involved stakeholders. The Contractor shall ensure the timely delivery of all tasks described in Section D.

6. DURATION OF WORK

- The estimated duration of the assignment is maximum 9 months (September 2026 – June 2027). The expected time of commencement of contract is September 2026.
- UNDP will require maximum of 5 (five) days (depending on the implementation stage) to review the deliverables, provide comments, approve, or certify acceptance of deliverables.

7. REPORTING REQUIREMENTS

The Contractor shall report delivery progress to UNDP Moldova and perform all services on time. The progress report shall be in a form acceptable to the Programme responsible and shall indicate: (a) progress of delivery; and (b) where any activity is behind the contract completion, giving comments and likely consequences and stating the corrective action being taken.

All deliverables should be endorsed by UNDP and shall be provided in Romanian, both in electronic copies.

8. PAYMENT TERMS

The payments to the *Contractor* shall be made upon approval and acceptance of the deliverables by the UNDP Project Manager as follows:

Deliverable	Payment Allocation (%)	Expected Completion Date
Deliverable 1: Developed inception package submitted containing: Concept of the competition, including detailed implementation timeline; Regulations for the organization and conduct of the competition; Participation guidelines and other related guidelines; application forms; outreach plans to schools; monitoring framework etc Deliverable 2:	40%	By October 30, 2026

Agendas for the launch event, information webinars, list of (50) selected school teams/STEAM projects and budget allocation evidence for school teams to procure consumables for STEAM project design and prototyping submitted.		
Deliverable 3: Teacher training programme completed and training report submitted, including training curriculum, agendas, list of participants etc.	35%	By December 31, 2026
Deliverable 4: Online mentoring programme implemented and progress report submitted covering the following, but not limited to: list of STEAM project proposals developed by school teams, list of developed STEAM prototypes, work plans, progress journals, mentoring sessions, technical and pedagogical feedback etc. Deliverable 5: Evaluation report and list of (30) selected STEAM projects selected for both categories and approved to participate in the National STEAM Final Competition and Exhibition Deliverable 6: National Final and awards Ceremony organized and activity report submitted that will cover the following, but not limited to: agenda for the national competition event, organization of STEAM project exhibition, jury evaluation, awards ceremony, and presentation of STEAM student projects to partners, stakeholders, and the wider public. Deliverable 7: Final Implementation Report approved by UNDP, including summary of activities participant statistics; inclusion and gender-disaggregated data; data analysis and evaluation findings; participant feedback; lessons learned; recommendations for future editions.	25%	By June 10, 2027

9. QUALIFICATIONS OF THE SUCCESSFUL SERVICE PROVIDER AT VARIOUS LEVELS

The offers will be evaluated based on their compliance with the general requirements specified in RFQ.

ANNEX 2: QUOTATION SUBMISSION FORM

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annex 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ-26/03337	Date: Click or tap to enter a date.

Company Profile

Item Description	Detail
Legal name of bidder or Lead entity for JVs	Click or tap here to enter text.
Legal Address, City, Country	Click or tap here to enter text.
Website	Click or tap here to enter text.
Year of Registration	Click or tap here to enter text.
Legal structure	Choose an item.
Are you a UNGM registered vendor?	☐ Yes ☐ No If yes, insert UNGM Vendor Number
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) (If yes, provide a Copy of the valid Certificate):	☐ Yes ☐ No
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? (If yes, provide a Copy of the valid Certificate):	☐ Yes ☐ No
Does your Company have a written Statement of its Environmental Policy? (If yes, provide a Copy)	☐ Yes ☐ No
Does your organization demonstrate significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues (If yes, provide a Copy)	☐ Yes ☐ No
Is your company a member of the UN Global Compact	☐ Yes ☐ No
Bank Information	Bank Name: Click or tap here to enter text.

	Bank Address: Click or tap here to enter text. IBAN: Click or tap here to enter text. SWIFT/BIC: Click or tap here to enter text. Account Currency: Click or tap here to enter text. Bank Account Number: Click or tap here to enter text.			
Previous relevant experience: - At least 2 assignments in organizing national or regional K-12 student competitions (kinder garden to 12 grade), bootcamps, hackathons, innovation challenges etc. - At least 5 years of organizational experience in designing, managing and implementing educational programmes that integrate STEM/STEAM and entrepreneurship (STEEAM).				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value (insert currency)	Period of activity (month, year)	Types of activities undertaken

Bidder's Declaration

Yes	No	
☐	☐	Requirements and Terms and Conditions: I/We have read and fully understand the RFQ, including the RFQ Information and Data, Schedule of Requirements, the General Conditions of Contract, and any Special Conditions of Contract. I/we confirm that the Bidder agrees to be bound by them.
☐	☐	I/We confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
☐	☐	Ethics: In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFQ ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
☐	☐	I/We confirm to undertake not to engage in proscribed practices, , or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we have read the United Nations Supplier Code of Conduct : https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct and acknowledge that it provides the minimum standards expected of suppliers to the UN.
☐	☐	Conflict of interest: I/We warrant that the bidder has no actual, potential, or perceived Conflict of Interest in submitting this Quote or entering a Contract to deliver the Requirements. Where a Conflict of Interest arises during the RFQ process the bidder will report it immediately to the Procuring Organisation's Point of Contact.
☐	☐	Prohibitions and Sanctions: I/We hereby declare that our firm, ultimate beneficial owners, affiliates or subsidiaries or employees, including any JV/Consortium members or subcontractors or suppliers for any part of the contract is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists and have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization.
☐	☐	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.
☐	☐	Offer Validity Period: I/We confirm that this Quote, including the price, remains open for acceptance for the Offer Validity.

Yes	No	
☐	☐	I/We understand and recognize that you are not bound to accept any Quotation you receive, and we certify that the goods offered in our Quotation are new and unused.
☐	☐	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organization/s to make this declaration on its/their behalf.

Signature: _____

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Date: Click or tap to enter a date.

ANNEX 3: TECHNICAL AND FINANCIAL OFFER - SERVICES

Bidders are requested to complete this form, sign it and return it as part of their quotation along with Annex 2 Quotation Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Name of Bidder:	Click or tap here to enter text.	
RFQ reference:	RfQ-26/ 03337	Date: Click or tap to enter a date.

Financial Offer

Provide a lump sum for the provision of the services stated in the Terms of Reference your technical offer. The lump sum should include all costs of preparing and delivering the Services. All daily rates shall be based on an eight-hour working day.

Currency of Quotation:

- **USD (United States Dollars)** – applicable to both international and local Bidders; or
- **MDL (Moldovan Leu)** – applicable to local Bidders only.

Ref	Description of Deliverables	Price, (VAT 0%) MDL
1.	Deliverable 1: Developed inception package submitted containing: Concept of the competition, including detailed implementation timeline; Regulations for the organization and conduct of the competition; Participation guidelines and other related guidelines; application forms; outreach plans to schools; monitoring framework etc	
2.	Deliverable 2: Agendas for the launch event, information webinars, list of (50) selected school teams/STEAM projects qualified in the first round of the competition and budget allocation plan for the selected school teams/STEAM projects to procure consumables for STEAM project design and prototyping submitted.	
3.	Deliverable 3: Teacher training programme completed and training report submitted, including agendas, list of participants etc.	
4.	Deliverable 4: Mentoring programme implemented and progress report submitted covering the following, but not limited to: STEAM project proposal forms, list of (50) STEAM projects selected to receive budget for consumables and prototyping materials, list of developed STEAM prototypes, work plans, progress journals, mentoring sessions, technical and pedagogical feedback etc.	
5.	Deliverable 5: Evaluation report and list of (30) selected STEAM projects selected for both categories and approved to participate in the National STEAM Final Competition and Exhibition	
6.	Deliverable 6: National Final and awards Ceremony organized and activity report submitted that will cover the following, but not limited to: agenda for the national competition event, organization of STEAM project exhibition, jury evaluation, awards ceremony, and presentation of STEAM student projects to partners, stakeholders, and the wider public.	
7.	Deliverable 7: Final Report approved by UNDP, including summary of activities participant statistics; inclusion and gender-disaggregated data; evaluation findings; participant feedback; lessons learned; recommendations for future editions.	
Total Price		

Breakdown of fees

Bidders are requested to provide a detailed breakdown of fees and costs associated with each deliverable and activity. The proposed budget structure should be used as a reference; however, bidders may introduce additional budget lines, budget categories, units of measure, quantities, or cost elements deemed necessary for the successful delivery of the assignment. Any additional items should be clearly justified in Technical Offer and itemized in the Financial Offer.

Budget category	Budget line	Unit of measure	Quantity	Unit cost (MDL)	Total cost (MDL) TVA 0%
1. Management, competition design and inception	National STEAM Competition coordination and operational management	Fee per day			
	Expertise for developing the inception package	Expert fee per day			
	Expertise (please specify)	Expert fee per day			
	Other expenses (please specify)				
Subtotal 1. Management, competition design and inception					
2. Competition launch and recruitment campaign	Recruitment and information campaign	Per campaign			
	Launch webinars for schools and teachers	Per event			
	Evaluation of applications and selection of 25 teams per category (50 teams per total) qualifying for the first round of the competition	Evaluation Fee Per day			
	Budget allocated for school teams to procure consumables and materials for STEAM project design and prototyping	Per school team/ STEAM project	50	2000	100 000
	Other expenses (please specify)				
Subtotal 2. Competition launch and recruitment campaign					
3. Teacher training programme	Expertise for developing the training curriculum	Expert fee per day			
	Training delivery	Expert fee per hour			
	Other expenses (please specify)				
Subtotal 3. Teacher training programme					
4. Mentoring and STEAM project development support	Online mentoring sessions for participating teams	Mentor fee per day			
	Monitoring school team progress and providing methodological support	Mentor fee per day			
	Other expenses (please specify)				
Subtotal 4. Mentoring and STEAM project development support					
	Evaluation of STEAM project proposals and	Evaluation fee per day			

5. Evaluation of STEAM projects and selection of finalists	selection of 15 teams per category (30 teams in total) qualifying for the National STEAM Final Competition				
	Other expenses (please specify)				
Subtotal 5. Evaluation of STEAM projects and selection of finalists					
6. Organization of the National STEAM Final Competition and Exhibition	Venue rent for one day	Fee Per day	1		
	Catering: welcome coffee and lunch, including water	Per participant/ per day	260		
	Awards for winning teams by thematic category (<i>documented through invoices and supporting evidence</i>)	Per competition (lumpsum)	1	80 000	80 000
	Jury for the National STEAM Final Competition	Evaluation fee per hour			
	Technical assistance	Per day	1		
	Other expenses (please specify)				
Subtotal 6. Organization of the National STEAM Final Competition and Exhibition					
7. Monitoring and final reporting	Expertise for conducting participant surveys, feedback analysis, and results measurement throughout STEAM project development cycle	Expert fee per day			
	Development of final implementation report	Expert fee per day			
	Other expenses (please specify)				
Subtotal 7. Monitoring and final reporting					
Other costs					
Project Financial Management and Accounting	Per month		9		
Administrative assistance	Per month		9		
Banking costs	Per month		9		
Subtotal other costs					
OVERALL BUDGET TOTAL					

Compliance with Requirements

Requirements:	You Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time – 9 months after the contract signature	☐	☐	Click or tap here to enter text.
Validity of Quotation – 90 days	☐	☐	Click or tap here to enter text.
Payment terms	☐	☐	Click or tap here to enter text.
Full acceptance of the General Conditions of the Contract	☐	☐	Click or tap here to enter text.

I, the undersigned, certify that I am duly authorized to sign this quotation and bind the company below in event that the quotation is accepted.

<i>Exact name and address of company</i> Company NameClick or tap here to enter text. Address: Click or tap here to enter text. Phone No.: Click or tap here to enter text. Email Address: Click or tap here to enter text.	Authorized Signature: _____ _____ Date: Click or tap here to enter text. Name: Click or tap here to enter text. Functional Title of Authorised Signatory: Click or tap here to enter text. Email Address: Click or tap here to enter text.
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