

TERMS OF REFERENCE FOR CONTRACTING THE SERVICES OF ASSOCIATE EXPERTS

Date: 12 January 2026

I. General Overview

The Legal Resources Centre from Moldova (LRCM) is a non-governmental, non-profit, independent, and politically non-affiliated organization that contributes to strengthening democracy and the rule of law in the Republic of Moldova through research, monitoring, and advocacy activities. LRCM promotes an independent, efficient, and accountable justice system, effective anti-corruption mechanisms, respect for human rights, and an enabling environment for civil society and democracy. In these areas, we identify issues with systemic impacts, propose solutions, place them on the public agenda, respond to abuses, and mobilize partners for positive change.

II. Subject of the Call

LRCM announces a call for the establishment of a database (roster) of associate experts specializing in one of the Association's fields of activity, as follows:

- 1) Independent, accountable, and efficient justice;
- 2) Combating corruption;
- 3) Effective realization of human rights;
- 4) A strengthened civil society for the promotion of democracy;
- 5) Promoting transparency in the European integration process and supporting the transposition of the EU acquis.

Interested individuals are encouraged to visit the [official LRCM website](#) to familiarize themselves with LRCM's activity and the specifics of the [projects implemented](#).

The selected experts will be contracted for a period of up to three years and will be periodically involved in the Association's activities, which may include, but are not limited to:

- Research and legal analysis;
- Drafting legal opinions and/or comments on draft laws and legislative initiatives;
- Advocacy;
- Training activities;
- Representation.

The selected experts must have expertise in one or more specific fields of activity, as outlined below:

I) Independent, Accountable, and Efficient Justice:

1. Selection and promotion of judges and prosecutors;
2. Disciplinary liability mechanisms for judges;
3. Transparency and independence of the judiciary and the prosecution service;
4. Activity of the bodies administering the judiciary and the prosecution service (the Superior Council of Magistracy, the Superior Council of Prosecutors, etc.);
5. Quality and efficiency of judicial acts;
6. Civil and criminal procedural legislation;
7. Optimized judicial map and reorganization of the prosecution service.

LEGAL RESOURCES CENTRE FROM MOLDOVA



33, A. Șciusev St.
Chișinău, Republic of
Moldova, MD-2001



+373 22 84 36 01
+373 22 84 36 02



contact@crjm.org
www.crjm.org



crjm.org
crjmoldova

II) Combating Corruption:

1. Competence of the Anti-Corruption Prosecutor's Office;
2. Effectiveness of the methodology and procedures applied by the National Integrity Authority;
3. Sanctions applied for corruption offenses and civil and criminal confiscation mechanisms;
4. External evaluation system (pre-vetting and vetting).

III) Effective Realization of Human Rights:

1. Knowledge and application of the European Convention on Human Rights in the Republic of Moldova;
2. Legislation and effective practice regarding civil and political rights;
3. National mechanisms that effectively address systemic problems affecting civil and political rights;
4. Sanctioning acts of discrimination and ensuring equality.

IV) A Strengthened Civil Society for the Promotion of Democracy:

1. Legal framework and operating environment of the non-commercial sector;
2. Decision-making transparency of state institutions, including Parliament, regarding the possibility for CSOs to participate in the decision-making process;
3. Activities of CSOs, including philanthropy and sponsorship, the percentage designation mechanism (the "2% Law"), and other aspects related to their financial sustainability;
4. Activities of human rights defenders.

V) Promoting Transparency in the European Integration Process and Supporting the Transposition of the EU Acquis:

1. Approximation of national legislation to the EU acquis;
2. Analysis of EU directives and regulations and assessment of the level of alignment/approximation with the national legal framework (identification of gaps and transposition steps);
3. Training on EU institutions and how decision-making processes function at the European level;
4. Support for the negotiation process (chapters, positions, conditionalities, action plans);
5. Alternative and independent monitoring of reforms (implementation, impact, compliance with EU standards, public reporting).

Type of Contract: Service Agreement, with the level and scope of engagement determined by LRCM's ongoing projects and activities.

Duration: The services shall be provided for a period of up to three years, with the possibility of extension. The estimated level of effort per expert is approximately 25–30 working days per year. LRCM does not guarantee any minimum or maximum volume of services and reserves the right not to engage the contracted expert on a continuous or regular basis during the term of the contract.

III. Candidate Requirements

To be eligible for this call, candidates must meet the following criteria:

- University degree in law;
- In-depth knowledge of relevant mechanisms and policies in the Republic of Moldova and the region in the fields of justice, anti-corruption and integrity, human rights, and civil society;
- At least 3 years of experience in research and/or monitoring, and in the implementation of consultancy, academic, or scientific projects in relevant fields;
- Advanced analytical skills, demonstrated through publications, policy papers, impact analyses, etc.;

LEGAL RESOURCES CENTRE FROM MOLDOVA



33, A. Șciusev St.
Chișinău, Republic of
Moldova, MD-2001



+373 22 84 36 01
+373 22 84 36 02



contact@crjm.org
www.crjm.org



crjm.org
crjmoldova

- Fluency in Romanian and/or English (at least B2 level). Knowledge of Russian or other widely spoken international languages constitutes an advantage;
- Strong internal and external communication, presentation, planning, and organizational skills;
- Availability to provide the requested services at different times throughout the year;
- Responsibility and a conscientious attitude toward assumed commitments;
- Commitment to LRCM's [mission](#), vision, and strategic objectives, and sharing LRCM's values;
- Ability to work respectfully and effectively in a culturally diverse environment, with sensitivity to differences related to gender, religion, race, nationality, age, and other protected characteristics.

IV. Submission for the Call

The dated and signed application shall be submitted by email to: applications@crjm.org no later than **26 January 2026, 11:00 a.m.**, and must include:

1. **An updated CV** demonstrating relevant experience in line with the requirements outlined in the Terms of Reference;
2. **Examples of activities and/or authored publications** (minimum of two) produced within the last three years, substantiating expertise in the relevant field (these may be included as hyperlinks in the CV or in the email);
3. **Contact details of at least two references** (may be included in the CV or in the email);
4. **A financial proposal** indicating the **net daily rate in EUR** for one working day (8 hours). Offers submitted in another currency will be converted at the official exchange rate of the National Bank of Moldova applicable on the submission deadline
5. **A declaration of conflict of interest** (where applicable). In the event of an actual or potential conflict of interest with the Association's management (the President and/or the Board of Directors, Association staff, etc.), the applicant undertakes to declare it by submitting a declaration in free form, attached to the application file.

The financial offer should serve as a reference for the competition, and the fee for each specific activity may be negotiated with the experts, should this be required by certain projects or other circumstances.

Evaluation and Selection Criteria

Stage 1: Formal Evaluation

At the first stage, all applications will be formally assessed to determine whether the complete set of documents has been submitted in accordance with the Terms of Reference.

Stage 2: Technical Proposal Evaluation

At the second evaluation stage, the technical proposals will be reviewed by the members of the evaluation committee. The cumulative scoring method will be applied at this stage, with points awarded for each criterion as follows:

<i>Evaluation criteria</i>	<i>Maximum Score</i>
The applicant's professional experience and its relevance to LRCM's fields of activity	45
Relevant activities and/or research outputs (illustrative examples)	35

LEGAL RESOURCES CENTRE FROM MOLDOVA



33, A. Șciusev St.
Chișinău, Republic of
Moldova, MD-2001



+373 22 84 36 01
+373 22 84 36 02



contact@crjm.org
www.crjm.org



crjm.org
crjmoldova

Candidate's professional reputation and recognition (at least two references)	20
<i>TOTAL – technical proposal</i>	100

Only proposals that score at least **75 points** in the technical evaluation will qualify for the next evaluation stage.

Stage 3: Financial Proposal Evaluation

All proposals that score a minimum of 75 points in the technical evaluation will qualify for the financial evaluation. The lowest qualified financial offer in the competition will receive a score of 100 points. For the other offers, the score will be calculated using the following formula:
 $(value\ of\ the\ lowest\ offer / value\ of\ the\ evaluated\ offer) \times 100.$

Final Evaluation Outcome:

When determining the final scores, the technical proposal score will have a weight of 80%, and the financial proposal score will have a weight of 20%, as follows:

$$\text{Final Score} = \text{Technical Proposal Score} \times 0.80 + \text{Financial Proposal Score} \times 0.20$$

All applicants who submit proposals under this call will be informed of the decision regarding the selected proposals after the completion of the selection process. Where applicable, pre-selected candidates may also be invited to an interview stage.

For additional information, please contact us at **+373 22 843601** or by email at applications@crjm.org.

Note: LRCM reserves the right not to select any proposal if the proposals received do not meet its requirements.

LRCM is an organization that promotes inclusion and diversity. We value differences, promote equality, and proactively address discriminatory behavior, thereby strengthening organizational capacity. All qualified companies are encouraged to apply. We do not discriminate based on disability, race, color, ethnicity, gender, religion, sexual orientation, age, marital status, parental status, or any other criterion protected by law. All applications received will be processed in strict compliance with data confidentiality requirements.

LEGAL RESOURCES CENTRE FROM MOLDOVA



33, A. Șciusev St.
Chișinău, Republic of
Moldova, MD-2001



+373 22 84 36 01
+373 22 84 36 02



contact@crjm.org
www.crjm.org



crjm.org
crjmoldova