

## **REQUEST FOR EXPRESSIONS OF INTEREST**

### **CONSULTING SERVICES – INDIVIDUAL CONSULTANTS**

**Republic of Serbia**

**The Serbia Railway Sector Modernization Project (SRSM)**

**Project ID No. P170868**

**Assignment Title:**

**Individual Consultant (full time) - Junior Railway Specialist**

**Reference No. SER-SRSM-QCBS-CS-21-03**

For the purpose of financing Serbia Railway Sector Modernization Project, Phase 1 of the MPA, IBRD and the Agence Francaise de Développement (AFD), jointly, granted to the Republic of Serbia EUR 102 million loan to support enhancing the efficiency and safety of existing railway assets and improving governance and institutional capacity of the railway sector and the Republic of Serbia intends to apply part of the proceeds to payments for consulting services to be procured under this project.

#### **Scope of Work**

The Junior Railway Specialist of the PIU will be responsible for the following duties:

- Assistance with managing projects, from scoping and preparation of the ToRs up to the execution phase;
- Monitor and coordinate the work of consultants and contractors throughout the Project's execution;
- Coordinate projects with and ensuring their compliance with activities of government regulatory or other government agencies;
- Monitor and coordinate proper execution of the technical activities in term of technical solution implementation, design costs, document submission schedule and quality;
- Monitor and ensuring application of required standards, procedures and criteria during design and execution phase;
- Ensuring compliance of the projects with relevant national, WB and EU regulations/procedures;
- Liaising with the PITs, Central Fiduciary Unit (CFU) and Head of the PIU regarding technical inputs needed to prepare Bidding Documents, Technical Specifications, Requests for Proposals, Terms of Reference, Monitoring Reports etc.
- Active participation and assistance during the tender processing, evaluation and selection;
- Reviewing and evaluating contractors'/consultants' technical documentation, and schedule;
- Assistance to the Client in management of execution of work and/or service contracts ensuring their completion within defined timeframe, budget and at the required quality;
- Assisting the Head of the PIU in preparing the PIU Reports to the MCTI and World Bank Cost, Time, Resources, and Scope;
- Close cooperation with other PIU staff to be selected for support to implementation of the Project, and
- Any other task assigned by the Head of the PIU.

The Consultant shall provide full time services for the life of the Project, i.e. until December 31, 2026, with a probationary period of six (6) months. The Consultant should be available to commence no later than one month after contract signature.

**In order to be selected, the Consultant must possess, at the minimum, the following qualifications:**

- Master's degree in transport/traffic engineering or related fields. Advanced degree will be an advantage;
- Area of professional expertise: Railway Sector;
- Minimum 5 years of general professional experience;
- Minimum 3 years of professional experience in railway projects;
- Previous experience with IFI or EU projects is essential;
- Experience in preparation and implementation of railway operation projects with the public sector and/or IFIs and/or EU in the last 3 years;
- Experience in preparation of tender documentation and other relevant project documentation (e.g. feasibility studies, ToRs, etc.);
- Knowledge of Serbian language;
- Good knowledge of English language;
- Computer skills: Word, Excel, scheduling tools (e.g.: MS Project or similar);
- Project Management with multiple stakeholders will be an advantage;
- Self-Planning & Organizing, Problem Solving, Communication, Teamwork, Initiative.

The detailed Terms of Reference for the above referenced consulting services is posted on the website of the Ministry of Construction, Transportation and Infrastructure (MCTI) [www.mgsi.gov.rs/en/dokuments/serbia-railway-sector-modernization-srsm-project-piu](http://www.mgsi.gov.rs/en/dokuments/serbia-railway-sector-modernization-srsm-project-piu).

The Central Fiduciary Unit (CFU) of the Ministry of Finance now invites eligible individual consultants to indicate their interest in providing the Services. Interested consultants must provide Cover Letter and CV representing description of similar assignments, experience in similar conditions and availability of appropriate skills (scanned diplomas to be sent with CV).

The evaluation criteria for the assignment:

- Specific Experience relevant to the Assignment ( 60 Points)
- Qualifications and Competence relevant to the Assignment ( 40 Points)

The attention of interested Consultants is drawn to paragraph 3.16 and 3.17 of the **World Bank's Procurement Regulations for IPF Borrowers – Procurement in Investment Project Financing Goods, World, Non-Consulting and Consulting Services, July 2016, revised November 2017, August 2018 and November 2020** ("the Regulations") setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the *Open Competitive Selection of Individual Consultants* as set out in the Regulations.

Interested consultants may obtain further information from the CFU at the address below from 09:00 to 15:00 hours.

Expressions of interest **in English language** must be delivered to the e-mail address below by **September 3, 2021, 12:00 Noon**, local time.

When submitting Expressions of interest please indicate assignment and reference number for which you are applying.

Contact:	E-mail:	Address:
To:	<a href="mailto:zorica.petrovic@mfin.gov.rs">zorica.petrovic@mfin.gov.rs</a> Ms. Zorica Petrovic Procurement Specialist	Ministry of Finance Central Fiduciary Unit 3-5 Sremska St 11000 Belgrade, Serbia Tel/Fax: (+381 11) 202-15-30
Cc:	<a href="mailto:ljliljana.dzuver@mfin.gov.rs">ljliljana.dzuver@mfin.gov.rs</a> <a href="mailto:ljliljana.stojic@mgsi.gov.rs">ljliljana.stojic@mgsi.gov.rs</a>	

# **Serbia Railway Sector Modernization Project**

## **TERMS OF REFERENCE Junior Railway Specialist**

### **Background**

The International Bank for Reconstruction and Development (IBRD) launched the Multiphase Programmatic Approach (MPA) to support the Government of Serbia in continuation of institutional, physical and operational modernization of the railway sector in an integrated manner through providing financial support to Serbia Railway Sector Modernization Project as part of the Multiphase Programmatic Approach to be implemented in three overlapping phases over the ten-year period.

For the purpose of financing Serbia Railway Sector Modernization Project, Phase 1 of the MPA, IBRD and the Agence Francaise de Développement (AFD), jointly, granted to the Republic of Serbia EUR 102 million loan to support enhancing the efficiency and safety of existing railway assets and improving governance and institutional capacity of the railway sector.

The Project includes following components:

- Component 1: Infrastructure Investments and Asset Management: Sub-Component 1.1: Reliable and Safe Railway Infrastructure (track rehabilitation, level crossings, railway station “Prokop”, Bogojevo station bypass, measurement stations), Sub-Component 1.2: Technical Documentation for the Phase 2, Sub-Component 1.3: Asset Management
- Component 2: Institutional Strengthening and Project Management: Sub-Component 2.1: Sectoral Governance, Sub-Component 2.2: Human capital, Sub-Component 2.3: Project Management and Citizen Engagement
- Component 3: Railway Modernization Enablers: Sub-Component 3.1: Intelligent Railway Systems (ITS) and Safety Management System (SMS), Sub-Component 3.2: Integrated Territorial Development and Sub-Component 3.3: Modal Shift

Component 1, Infrastructure Investments and Asset Management, focuses on improving the quality and safety of railway infrastructure and enhancing rail asset management practices. After almost 50 years of no or deficient maintenance and rehabilitation, the quality and safety of the railway network are seriously compromised. The current state of disrepair of the rail infrastructure is the main immediate cause of excessive operational costs and low service quality. Rehabilitation of rail infrastructure is a necessary condition for the sector to eventually regain modal share - shifting road to rail - and thereby contribute to reducing GHG emissions. The quality of the railway network will be improved through targeted renewal interventions and preparation of technical documentation for the investments in next phases of the Program. Railway safety will be improved through track renewal and also through upgrading of railway crossings throughout Serbia. To ensure the long-term sustainability of the Government of Serbia's (GoS) ambitious railway investment plan and to provide for systematic, transparent, and

objective planning of investments in infrastructure maintenance and rehabilitation, the component will finance the introduction Asset Management Systems (including the capability to carry out Life Cycle Cost –LCC, analyses).

Component 2, Institutional Strengthening and Project Management, focuses on institutional transformation of the rail sector to deepen and sustain recent reforms. The GoS previous reform cycle introduced fundamental structural changes, clarified contractual arrangements among institutions, and defined their separate obligations and responsibilities. These measures need to be followed up with institutional capacity building and the introduction of modern management systems and approaches, especially to promote more efficient, customer-responsive and commercially oriented ways of operating. Thus, within this Component support to the effort of GoS in continuing the sectoral reforms through institutional capacity building and the introduction of modern management systems and approaches, especially those that will promote more efficient, transparent, customer-responsive and commercially oriented ways of operating, will be ensured.

Component 3, Railway Modernization Enablers, will finance measures for strengthening the enabling environment for the railway sector through selected innovations. In Serbia, utilization of information technologies in railway transport is still in its infancy. Knowledge of market potentials is not structured, and strategies for attracting unconventional users are absent. The GoS would like to introduce new approaches that have been proven to improve efficiency, effectiveness, and safety.

Project will be managed by the Ministry of Construction, Transport and Infrastructure (MoCTI) through the Project Implementation Unit (PIU) supplemented by the Project Implementation Teams (PITs) in Railway Directorate (RD) and railway companies, respectively Serbian Railway Infrastructure (IZS), Serbia Voz (SV) and Serbia Cargo (SC). PITs will act as subordinate implementing agencies and provide technical support for specific Project subcomponents or activities of the MPA that pertain to their area of expertise. Primary responsibility for Project execution lies on PIU which will ensure that the Project development objectives are met.

Ministry of Construction, Transport and Infrastructure (the Client) intends to engage a highly qualified consultant (individual expert) to provide required services more closely described below. The successful candidate will work closely with the Client and other relevant stakeholders, RD, SV, SC and IZS to ensure that the investments within the Project are managed efficiently both technically and in compliance with the objectives of the Project Appraisal Document (PAD), the Loan Agreement, Credit Facility Agreement and the Project Operations Manual. The consultant, always aligned with the Head of the PIU and in collaboration with the other PIU staff, shall interact and liaise with a PITs, contractors, consultants, World Bank, AFD, and others relevant for successful completion of the tasks. He/she will closely monitor the implementation of the activities in order to coordinate the inputs from the different actors, ensure excellent technical execution, quickly address design challenges and efficiently react to unexpected developments. The main challenge is to ensure that works, goods and services are satisfactorily completed on time, within budget, aligned with the contractual requirements and in a coherent way across components.

## **General information**

Individual Consultant Title: Junior Railway Specialist of the PIU, Serbia Railway Sector Modernization Project. The Consultant shall report to the Head of the PIU, linked to the MoCTI of the Republic of Serbia.

## **Position in organization**

Immediate superior: Head of the Project Implementation Unit

## **Main position objective**

Generally, the Consultant is responsible for assisting PITs in the overall implementation of the activities, in particular activities related to railway operation management, safety systems, technology adoption, reforms/modernization of operation, utilization of Reliability, Availability, Maintainability and Safety (RAMS), etc. The consultant will be also responsible for superintendence of contractor's/consultant's/supplier's performance under the contract, progress monitoring, technical and quality control.

In this respect he/she will plan, monitor, control and provide technical expert advice on foreseen Project activities to ensure achievement of Project objectives. This will be done in close cooperation with the Head of the PIU and the contractors and consultants, as well as the Client, and other agencies (as described in the Project Operation Manual). He/she will closely monitor the implementation of the activities in order to coordinate the inputs from the different actors, ensure excellent technical execution, quickly address design challenges and efficiently react to unexpected developments.

## **Principle responsibilities**

The Junior Railway Specialist of the PIU will be responsible for the following duties:

- Assistance with managing projects, from scoping and preparation of the ToRs up to the execution phase;
- Monitor and coordinate the work of consultants and contractors throughout the Project's execution;
- Coordinate projects with and ensuring their compliance with activities of government regulatory or other government agencies;
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- Close cooperation with other PIU staff to be selected for support to implementation of the Project, and
- Any other task assigned by the Head of the PIU.

### **Specific areas of focus**

The Consultant will be in particular responsible for implementation of activities related to the modernization of railway sector operation. This will include activities, but not being limited to:

- Introduction and utilization of RAMS;
- Maintenance equipment and refurbishing of existing rolling stock;
- Strengthening human capital in railway companies and absorption capacities;
- Introduction of technologies in operation of railway companies and service provision;
- Support in strengthening institutional set up and market share of railway sector;
- Improvement of safety management practices and upgrading of railway level crossings

### **Reporting requirements**

The Consultant will provide Monthly Progress Reports, within 5 (five) days after the end of the month for which the report is due. The report should contain at least:

- List of meetings held with brief description of participants, objectives and conclusions;
- The status of progress, problems encountered, corrective actions needed, rationale for actions and
- Any further comments relevant for the reporting period.

The Consultant shall prepare ad-hoc reports on any major issues raised during Project implementation, at the Head of the PIU, Client or Bank's request.

### **Knowledge, experience, skills and competencies**

- Master's degree in transport/traffic engineering or related fields. Advanced degree will be an advantage;
- Area of professional expertise: Railway Sector;
- Minimum 5 years of general professional experience;
- Minimum 3 years of professional experience in railway projects;
- Previous experience with IFI or EU projects is essential;
- Experience in preparation and implementation of railway operation projects with the public sector and/or IFIs and/or EU in the last 3 years;

- Experience in preparation of tender documentation and other relevant project documentation (e.g. feasibility studies, ToRs, etc.);
- Knowledge of Serbian language;
- Good knowledge of English language;
- Computer skills: Word, Excel, scheduling tools (e.g.: MS Project or similar);
- Project Management with multiple stakeholders will be an advantage;
- Self-Planning & Organizing, Problem Solving, Communication, Teamwork, Initiative.

### **Length of the assignment**

The Consultant shall provide full time services for the life of the Project, i.e. until December 31, 2026, with a probationary period of six (6) months.

The Consultant should be available to commence no later than one month after contract signature. The Consultant should be available to provide services for at least 8 hours each day, Monday to Friday, for a minimum period of 40 hours per week. All leave to be allowed to the Consultant is included in the staff months of service. The Consultant will have 30 days of paid vacation leave per year. The leave for national holidays is to be considered paid.

### **Facilities to be provided by the Client**

The Client will be responsible for provision of the following:

- Fully equipped office space, with access to Internet, local telephone line, printing, photocopying and document binding;
- Access to necessary documents; and
- Where the Consultant is required to travel, to site or elsewhere in accordance with the Client's instruction, transportation costs will be borne by the Client.

### **Confidentiality**

The Consultant undertakes to maintain confidentiality on all information that is not in the public domain and shall not be involved in another assignment that represents a conflict of interest to the prevailing assignment.

### **Selection of Consultant**

The Consultant will be selected applying Open competitive method.

The Consultant is eligible and his selection does not create any conflict of interest as provided in the Bank's Procurement Regulations.