

## **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 (part time) – Occupational, Health and Safety Specialist**

**Reference No. SER-SRSM-IC-CS-21-10**

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 OHS Specialist of the PIU will be responsible for the following duties:

- Check and approve programs and procedures on workplace health and safety designed by the selected Contractor(s);
- Recommend measures to help protect workers from potentially hazardous work methods, processes, or materials;
- Perform O&HS audits and inspect, test, and evaluate workplace environments, equipment, and practices to ensure that they follow safety standards and government regulations;
- Investigate root cause analysis of incidents and accidents to identify what caused them and how they might be prevented;
- Investigate complaints and inspect facilities/sites to ensure that they comply with legislation and regulations;
- Regularly deliver O&HS training at construction site to contractors, workers, and supervision
- In case of serious incident, inform the Bank within 72h and be responsible for preparing the complete accident report
- Prepare written reports on findings;
- Recommend suspension of activities that pose threats to workers' health or safety;
- Monitor the handling of hazardous materials or wastes;
- Assist the Head of the PIU in preparing the PIU Reports to the Clients 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.

It is expected that the period over which the consultant shall provide the Services will be 32 months, respectively by the end of the project dated December 30, 2026. The assignment is part-time and it is estimated that total input of the Consultant will be 320 days over the Contract period. The Consultant should be available to commence no later than one month after the contract signature.

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

- Bachelor's degree in occupational health and safety or a related scientific or technical field. Advanced degree will be an advantage;
- Minimum 10 years of general professional experience;
- Minimum 5 years of experience in organizing and managing health and safety at large

construction sites;

- Certificate on professional exam on safety and health at work and certificate for fire protection;
- Excellent communications skills to present information, respond to questions and write reports;
- Previous experience with IFI or EU projects will be advantage;
- Experience working in construction/transport sector will be advantage;
- Fluency in Serbian and English language
- Computer skills: Word, Excel;
- Project Management with multiple stakeholders;
- 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:

- Qualifications and Competence relevant to the Assignment ( 40 Points)
- Specific Experience relevant to the Assignment ( 60 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 **February 2, 2022, 12:00 hours, 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) 765 2587
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**

### **for**

## **Occupational, Health and Safety 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 PITs, contractors, consultants, World Bank, AFD, and others relevant for successful completion of the tasks.

## **General information**

Individual Consultant Title: Occupational, Health and Safety (OHS) 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 to review, evaluate, and analyze work environments and designed programs and procedures to control, eliminate, and prevent disease or injury caused by chemical, physical, and/or biological factors. OHS Specialist will conduct inspections and enforce adherence to laws and regulations governing the health and safety of individuals.

## **Principle responsibilities**

The OHS Specialist of the PIU will be responsible to perform the following duties as per the Serbian Legislation and the World Bank policies:

- Check and approve programs and procedures on workplace health and safety designed by the selected Contractor(s);
- Recommend measures to help protect workers from potentially hazardous work methods, processes, or materials;
- Perform O&HS audits and inspect, test, and evaluate workplace environments, equipment, and practices to ensure that they follow safety standards and government regulations;
- Investigate root cause analysis of incidents and accidents to identify what caused them and how they might be prevented;
- Investigate complaints and inspect facilities/sites to ensure that they comply with legislation and regulations;
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- Assist the Head of the PIU in preparing the PIU Reports to the Clients 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.

## **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**

- Bachelor's degree in occupational health and safety or a related scientific or technical field. Advanced degree will be an advantage;
- Minimum 10 years of general professional experience;
- Minimum 5 years of experience in organizing and managing health and safety at large construction sites;
- Certificate on professional exam on safety and health at work and certificate for fire protection;
- Excellent communications skills to present information, respond to questions and write reports;
- Previous experience with IFI or EU projects will be advantage;
- Experience working in construction/transport sector will be advantage;
- Fluency in Serbian and English language
- Computer skills: Word, Excel;
- Project Management with multiple stakeholders;
- Self-Planning & Organizing, Problem Solving, Communication, Teamwork, Initiative.

### **Length of the assignment**

It is expected that the period over which the consultant shall provide the Services will be 32 months, respectively by the end of the project dated December 30, 2026. The assignment is part-time and it is estimated that total input of the Consultant will be 320 days over the Contract period. The Consultant should be available to commence no later than one month after the contract signature.

### **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 candidates will be evaluated applying the following evaluation criteria:

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

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