

**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: Civil Engineer (full time)**

**Reference No.: SER-SRSM-IC-CS-23-60**

The International Bank for Reconstruction and Development (IBRD) launched the Multiphase Programmatic Approach (MPA) to support the Government of Serbia (GoS) 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 scope of work of the Civil Engineer shall include, but not be limited to the following:

Civil Engineer with contract management experience of the PIU will be responsible for the following duties:

- Coordination, commenting, guiding and overseeing implementation of civil engineering project components under Consultancy or Works contracts;
- Participating in drafting contract terms and reviewing the tender documents;
- Liaise with the Client, PIU team, PIT, Central Fiduciary Unit (CFU) and Head of the PIU for preparation of Bidding Documents, Requests for Proposals, Terms of Reference, Monitoring Reports etc.
- Monitor and provide support in preparation of Planning and Technical documentation;
- Contract management of supervision and works contracts under WB or FIDIC contract terms;
- Liaise with official authorities to oversee and support permitting;
- Cooperate with WB and PIU experts for implementation of E&S policies under ESMF;
- Active participation and assistance during the tender preparation, processing, evaluation and selection;
- Close cooperation with other PIU staff for support to implementation of the Project;
- Any other task assigned by the Head of the PIU.

The Civil Engineer should possess:

- Advanced degree or minimum 5-year university degree in civil engineering;
- Area of professional expertise: FIDIC or WB contracting in civil engineering;
- Minimum 5 years of general professional experience;
- Minimum 3 years of professional experience in railway sector
- Experience in implementation on minimum 2 projects under FIDIC or WB contract terms;

- Good knowledge and practice of the regulations and technical directives applicable to civil engineering and technical designs for railway projects;
- Experience working with or within the public sector will be an advantage;
- Experience working on IFI or EU projects will be advantage;
- Experience in preparation of tender documentation and other relevant project documentation (e.g. feasibility studies, designs, etc.) will be an advantage;
- Project Management with multiple stakeholders will be an advantage;
- Knowledge of local (regional) language will be an advantage;
- Good knowledge of English language;
- Computer skills: AutoCAD, Word, Excel, scheduling tools (e.g.: MS Project or similar)
- Self-Planning & Organizing, Problem Solving, Communication, Teamwork, Initiative.

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.

If contracted, the Consultant will have to declare that he/she will not have other full or part-time assignment during his/her engagement under this contract.

<https://mgsi.gov.rs/cir/dokumenti/serbia-railway-sector-modernization-project-srsm-individualni-konsultanti-piu-new-position>

The CFU of the Ministry of Finance now invites eligible individual consultants to indicate their interest in providing the above 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 each assignment:

- Qualifications and General experience (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 **January 30, 2024, 12:00 Noon**, local time.

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

| <b>Contact:</b> | <b>E-mail:</b>   | <b>Address:</b>   |
|-----------------|--|---|
| To:             | <a href="mailto:djordje.perisic@mfin.gov.rs">djordje.perisic@mfin.gov.rs</a><br>Mr. Djordje Perisic<br>Procurement Specialist  | Ministry of Finance<br>Central Fiduciary Unit<br>Balkanska 53 St<br>11000 Belgrade, Serbia<br>Tel/Fax: (+381 11) 765 2565 |
| Cc:             | <a href="mailto:lijiljana.dzuver@mfin.gov.rs">lijiljana.dzuver@mfin.gov.rs</a><br><a href="mailto:larisa.puzovic@mgsi.gov.rs">larisa.puzovic@mgsi.gov.rs</a><br><a href="mailto:zorica.petrovic@mfin.gov.rs">zorica.petrovic@mfin.gov.rs</a> |   |

# **Serbia Railway Sector Modernization Project**

## **TERMS OF REFERENCE**

**for**

**Civil Engineer**

### **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;
- Component 2: Institutional Strengthening and Project Management;
- Component 3: Railway Modernization Enablers;

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 in 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, primarily with the Serbian Railway Infrastructure (IZS) to ensure that the investments in railway infrastructure 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 IZS PIT, 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: Civil Engineer with contract management experience.

## **Position in organization**

Immediate superior: Head of the Project Implementation Unit

## **Main position objective**

Generally, the Consultant is responsible for support on the implementation of the Component 1: "Infrastructure Investments and Asset Management", Some activities of Component 2: Institutional Strengthening and Project Management, specifically Sub-Components 2.1: Sectoral Governance and 2.3: Project Management and Citizen Engagement, as well as for Sub-component 3.1 Intelligent Railway System (IRS) and Safety Management System (SMS). The Consultant is to provide expertise and management services on the following project sub-components, but not limited to:

### **Component 1. Infrastructure Investments and Asset Management:**

- A) Tendering, monitoring, contract management and permitting support services for:
  - Design of Ruma – Šabac – Loznica – State border project;
- B) Contract management and monitoring of Consultancy services for:
  - Works on railway station Belgrade center – Prokop;
  - Supervision of works on railway station Belgrade center – Prokop;
  - Supervision of works on installation of measurement stations;
  - Supervision of works railway level crossing reconstruction;
  - Technical assistance for preparation of IŽS maintenance contract;

### **Component 2. Institutional Strengthening and Project Management:**

- Support and monitoring for implementation of document management systems for railway companies;
- Support, cooperation and monitoring ESIA preparation framework contract;

### **Component 3. Railway Modernization Enablers (SMS):**

- Tendering and monitoring for procurement and installation of equipment and devices for maintenance of passenger rolling-stocks;
- Tendering and monitoring for procurement and installation of track balises;
- Implementation of selected SMS interventions;

## **Principle responsibilities**

Civil Engineer with contract management experience of the PIU will be responsible for the following duties:

- Coordination, commenting, guiding and overseeing implementation of civil engineering project components under Consultancy or Works contracts;
- Participating in drafting contract terms and reviewing the tender documents;
- Liaise with the Client, PIU team, PIT, Central Fiduciary Unit (CFU) and Head of the PIU for preparation of Bidding Documents, Requests for Proposals, Terms of Reference, Monitoring Reports etc.
- Monitor and provide support in preparation of Planning and Technical documentation;
- Contract management of supervision and works contracts under WB or FIDIC contract terms;
- Liaise with official authorities to oversee and support permitting;
- Cooperate with WB and PIU experts for implementation of E&S policies under ESMF;
- Active participation and assistance during the tender preparation, processing, evaluation and selection;
- Close cooperation with other PIU staff for support to implementation of the Project;
- 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 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**

- Advanced degree or minimum 5-year university degree in civil engineering;
- Area of professional expertise: FIDIC or WB contracting in civil engineering;
- Minimum 5 years of general professional experience;
- Minimum 3 years of professional experience in railway sector
- Experience in implementation on minimum 2 projects under FIDIC or WB contract terms;
- Good knowledge and practice of the regulations and technical directives applicable to civil engineering and technical designs for railway projects;
- Experience working with or within the public sector will be an advantage;
- Experience working on IFI or EU projects will be advantage;
- Experience in preparation of tender documentation and other relevant project documentation (e.g. feasibility studies, designs, etc.) will be an advantage;
- Project Management with multiple stakeholders will be an advantage;
- Knowledge of local (regional) language will be an advantage;
- Good knowledge of English language;
- Computer skills: AutoCAD, Word, Excel, scheduling tools (e.g.: MS Project or similar)
- 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.

If contracted, the Consultant will have to declare that he/she will not have other full or part-time assignment during his/her engagement under this contract.

The Consultant shall perform tasks accurately, on time, and in accordance with the needs of the assignment. During the probationary period, monitoring the fulfilment of Consultant's performance will be conducted on by-monthly basis, follow-up meetings held, feedback, and guidance for further work provided. Minutes of the follow-up meetings will be taken and signed by both Client and the Consultant.

The Consultant should be available to commence no later than one month after the 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 up to 30 business days of paid vacation leave per year in accordance with the Serbian Labor Law. 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**

Selection procedure will be conducted in accordance with 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, as given in article 7.36 and 7.37 "Open Competitive Selection of Individual Consultants".

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 shall not be involved in another assignment that represents a conflict of interest to the prevailing assignment.