

Republic of Serbia  
**Local Infrastructure and Institutional Development Project  
(LIID Project)**

IBRD No. 9339-YF and AFD No. CRS 1024 01 C

**Terms of Reference for Framework Agreement  
for  
Consulting Services for the preparation of Environmental and Social  
Management Plans and Land Acquisition and Resettlement Action  
Plans for LSG infrastructure investment projects**

## **1. Background information**

The Government of the Republic of Serbia (GoS) has received US\$300 million from IBRD and AFD to support strengthening infrastructure service delivery at the local level, specifically focusing on the improvement of sustainable mobility to increase accessibility to economic and social opportunities. This operation, the Local Institutional and Infrastructure Development Project (LIID Project), will support the scale-up of inclusive, green, and sustainable infrastructure to ensure green growth and equal wealth distribution across the country.

LIID Project implementation is part of broader urban development activities in the Republic of Serbia based on the Sustainable Urban Development Strategy (SUDS). These activities will apply a holistic approach, strengthening current policies and practices necessary for overall local infrastructure service delivery through investments, technical assistance, and capacity building.

### *LIID Project objectives and components*

The objective of the LIID Project is to improve the capacity of local self-governments (LSGs) to manage sustainable infrastructure and improve access to economic and social opportunities in a climate-aware manner.

*Component 1. Climate Smart Mobility* would improve mobility within the LSGs by strengthening the transport infrastructure service delivery system and supporting transport infrastructure renewal that will increase resilience to natural disasters while reducing emissions of greenhouse gases (GHGs) and local pollutants.

*Component 2. Strengthening Systems and Capacity for Infrastructure Service Delivery* would improve the effectiveness and sustainability of infrastructure service delivery at the local level by strengthening LSGs' capacity to implement current planning, project finance management (PFM), and public investment management (PIM) policies.

*Component 3: Project Implementation Support and Awareness Raising* would establish an institutional setup that will enable the successful implementation of the LIID Project and raise awareness about the importance of green transition and sustainable mobility. The activity will support establishing and maintaining a strong Project Implementation Unit (PIU) and strengthening the Central Fiduciary Unit (CFU).

The LIID Project is expected to have only minor negative environmental and social impacts as most investments would be in transport infrastructure reconstruction and rehabilitation within the existing infrastructure perimeters. The LIID Project involves no dislocation (alignment relocation) or land acquisition. Slight negative impacts would be temporary during construction and restricted to infrastructure works. These include potential influence on workers' health and safety, temporary disruption in traffic, access to services or land, dust, noise, and waste disposal.

The LIID project is managed by the Ministry of Construction, Transport and Infrastructure (MCTI) through the Project Implementation Unit (PIU). PIU is responsible for overall project implementation and ensuring the project development objectives are met.

## 2. Objectives of the Assignment

The objective of the assignment is to support MCTI as the Client in ensuring full project compliance with the legal framework of the Republic of Serbia and the World Bank standards for environmental and social risk management by conducting adequate E&S risk assessments and developing proportionate risk mitigation instruments.

To comply with the Bank's Environmental and Social Framework (ESF), effective as of October 1st, 2018, the following set of framework E&S instruments, which will serve as guiding documents for the development of site-specific environmental and social risk management measures, have been developed:

- Environmental and Social Commitment Plan (ESCP),
- Environmental and Social Management Framework (ESMF),
- Resettlement Policy Framework (RPF),
- Labor Management Procedures (LMP), and
- Project Level Stakeholders Engagement Plan (PSEP).

Framework LIID E&S instruments are publicly available on the official MCTI website: <https://www.mgsi.gov.rs/en/aktuelnosti/public-consultations-serbia-local-infrastructure-and-institutional-development-project>

To ensure full compliance with requirements, the site-specific E&S instruments for LSG infrastructure investment project should be developed in line with the WB Environmental and Social Framework<sup>1</sup>, including relevant environmental and social standards (ESSs), the Health and Safety Guidelines (EHSG), the Bank's Directive on Vulnerable and Disadvantaged Individuals and Groups, as well as any other relevant good international industry practice (GIIP), and already adopted, above listed LIID project E&S documents.

The final goal is to prepare and implement adequate instruments for mitigating the potential environmental and social impacts and risks in a timely during the performance of LSG infrastructure investment projects. This includes the following activities:

- preparation of site-specific Environmental and Social Management Plan (ESMP) for a particular LSG infrastructure investment project to be integrated into the works contract;
- conducting public consultations for prepared ESMP and integration of consultation reports into final site-specific ESMP;
- preparation of individual Resettlement Action Plan (RAP) or Livelihood Restoration Plan (LRP) for a particular LSG infrastructure investment project when required;
- transfer of experience and knowledge to LSG staff in E&S risk assessment and management (training LSG employees).

## 3. Scope of the Assignment

The LIID Project has been designed to benefit all 145 LSGs. If the nominated projects meet eligibility and compliance criteria, LSGs may receive grant transfers for infrastructure investments. The project operation and grant manual (POGM) outlines operational guidelines and procedures to be followed in implementing the LIID project and includes E&S requirements, eligibility, and exclusion criteria. Approval and adoption of the ESMP/ESMP checklist and individual RAP/LRP are preconditions for procurement and implementation of works contracts, i.e., realising LSG's investment project.

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<sup>1</sup> <https://www.worldbank.org/en/projects-operations/environmental-and-social-framework>

Based on the environmental and social screening of the proposed LSG investment project, PIU determines the satisfaction of E&S eligibility criteria, the type of site-specific ESMP (ESMP with public consultation or ESMP checklist), and the need for preparing individual RAP/LRP.

Tasks to be performed by the Consultant under the call-off contracts are as follows:

1. Preparation and disclosure of site-specific ESMP with public consultations

Based on the anticipated risks and environmental and social standards triggered, ESMP should outline the mitigation measures, monitoring requirements, and other administratively feasible and cost-effective measures to be taken during LSG project implementation to avoid, minimize or eliminate negative environmental and site-specific social impacts.

The draft site-specific ESMP, including provisions of SEP and LMP, shall be reviewed and approved by the Client. Approved ESMP must be publicly disclosed before the public consultation is performed.

The Consultant shall be obliged to prepare all documents and presentations for the event and shall coordinate and moderate all involved parties during the public consultation. The LSG shall provide premises. The Consultant shall prepare the Minutes from the public consultation, which shall be incorporated into the approved site-specific ESMP.

Approved site-specific ESMP shall be included in the TDs and works contract.

2. Preparation and disclosure of site-specific RAP/LRP with public consultations

The short local SEP's Individual RAP (Land Acquisition and Resettlement Action Plan) or Livelihood Restoration Plan (LRP) has to be prepared and adopted for the particular eligible LSG investment project that disrupts land access, land acquisition or resettlement. Therefore, particular actions are required as a precondition for the implementation of the investment project. The Consultant shall collect relevant documents, conduct all necessary steps and activities, prepare a draft RAP/LRP, provide the Client's comments and suggestions, and incorporate them in the final approved RAP/LRP.

3. Training LSG's staff in local infrastructure project's E&S risk assessment and management

To increase LSG's E&S capacity, an adequate training program for its staff in E&S assessments, management, and monitoring has to be prepared and implemented.

The Client shall provide input data for training program preparation, such as the number of LSGs and participants, possible territorial segmentation and sequences, training location, or other information relevant to training implementation.

The Consultant shall prepare a training program containing information about trainers, training course duration, manual/instructions list, and training implementation plan. Manuals and instructions used for training may be audio-video tutorials, flipcharts, and printed courses. Training results and participant expectations have to be evaluated, and lessons learned have to be identified.

The call-off contract shall be concluded when a site-specific ESMP with public consultation or individual RAP/LRP is to be prepared and disclosed or when the transfer of experience and knowledge to LSG staff is to be carried out.

#### 4. Deliverables

Documents which will be requested as deliverables of the assignment under prospective call-off contracts are:

- Site-specific ESMP, including report from the public consultations
- Individual RAP or LRP
- Training program, materials and report

One call-off contract may include delivering one or all of the above-listed documents for one or more LSG investment projects.

Taking into account that the Client will develop generic ESMPs for most sectors of the LIID project (road infrastructure, mobility, the greening of public spaces, etc.) by the time of the award of the FA, the deadline for the delivery of ESMP is four (4) weeks: two (2) weeks for preparation of ESMP (including a field visit to the site) plus two (2) weeks for the organisation and holding of public consultations, preparation of public consultation report and completion of the ESMP for review and approval by the Client.

The deadline for preparation and delivery of individual RAP or LRP is two (2) months.

There are no requirements for specific periodic progress reporting if three (3) or fewer documents are delivered through the call-off contract or if the duration of the call-off contract is shorter than three (3) months.

If the call-off contract includes the preparation and delivery of four (4) or more documents or if the contract duration is longer than three (3) months, on the Client's request, the Consultant shall produce a progress report on the implementation of the assignment in an agreed form.

## **5. Location and timing**

### **Location**

The LIID project is to be implemented in all 145 LSGs, i.e., the assignment covers the whole territory of Serbia. The location related to the implementation of the specific tasks of the assignment can be on any LSG's territory.

Considering the mandatory field activities, the scope of the assignment, and the fact that Serbia's whole territory is the location for performing the Services, the Consultant shall provide appropriate travel arrangements and accommodation for his staff.

The Consultant is expected to use his own offices for the assignment. Meetings with the Client and other stakeholders will be held in Belgrade.

### **Commencement date and period of implementation**

The Client intends to award the Framework Agreement by November 2024. The assignment will last three (3) years, i.e. by November 2027.

The timing and frequency of concluding call-off contracts highly depend on the type of LSG investment projects and the results of their E&S screening. Consequently, it cannot be predicted in advance when the need for the first call-off contract will arise and how often the Client shall award call-off contracts.

## **6. Requirements**

The assignment requires a qualified company or a joint venture (JV) with experience in the provision of subject services and key experts with proven knowledge and experience in the specified field of expertise. The Consultant shall establish the team consisting of key staff, with qualifications and skills defined below, and non-key experts, if needed or offered, supported by the company's backstopping personnel.

The Consultant should demonstrate experience cooperating with local self-governments and ministries of the Government of the Republic of Serbia in providing technical and expert support and successfully delivering knowledge transfer/training programs and other means of support to local self-governments and institutions at the national and local level.

Considering the scope of the services and the type of expected deliverables, knowledge of the Serbian language is necessary to perform the assigned tasks. Therefore, the employment of local

experts is welcome. Otherwise, the Consultant shall be obliged to engage enough interpreters to satisfy requirements and deadlines.

## Qualifications of the Consultants

To be shortlisted, a firm or joint venture submitting the EOI must meet the following requirements:

- Proven experience in preparing environmental and social risk mitigation instruments in compliance with IFI's standards and requirements;
- Proven experience cooperating with local self-governments and ministries of the Government of the Republic of Serbia in providing technical and expert support on similar projects shall be considered as an advantage;
- Capability and experience in knowledge transfer/training programs at the national and local levels;
- Prior experience cooperating with international donors on the provision of support to the local self-governments and ministries of the Government of the Republic of Serbia shall be considered as an advantage.

## Qualifications of the Key-staff

The Consultant shall provide Key-staff for the following positions:

1. Senior Environmental Specialist, responsible for the overall implementation of the environmental requirements under the assignment
2. Senior Social Specialist, responsible for the overall implementation of the social requirements under the assignment.

Minimal qualification requirements and expected skills for the Key-staffs are as follows.

### Senior Environmental Specialist

#### Education:

Advanced university degree (Master's degree or equivalent) in environmental science, natural resources management, environmental or civil engineering, or other relevant disciplines

#### Overall Professional Experience:

At least ten (10) years of professional experience in environmental analysis, ecological planning, and civil engineering projects is required. Experience in the transport infrastructure sector is desirable.

#### Specific Professional Experience:

- At least seven (7) years of experience conducting a comprehensive environmental assessment and management, including environmental screening, risks and impacts assessments, mitigation measures development and monitoring;
- Leading experience in environmental risk assessment, design of relevant instruments/mitigation measures, and supervision of the implementation of the prescribed environmental requirements under at least three (3) infrastructure investment projects;
- Knowledge of national environmental regulations and standards is mandatory;
- Practical experience with the World Bank safeguard policies and/or ESF will be considered as an advantage;
- Excellent knowledge of written and spoken English;
- Proven training skills shall be considered as an advantage;
- Track record in working with LSGs in infrastructure development to identify environmental risks and issues and develop mitigation measures to ensure compliance with national regulations and good international industry practice shall be considered as an advantage;
- Knowledge of environmental risk analysis and management, occupational health and safety management, waste management, environmental safeguards ;

- Excellent written and spoken Serbian knowledge shall be considered an advantage.

#### Senior Social and Citizen Engagement Specialist

##### Education:

University degree in social development, psychology, sociology, anthropology, social sciences, law, management, or other relevant social sciences. Advanced degree (Master's or equivalent) is advantageous.

##### Overall professional experience:

At least ten (10) years of general professional experience in social assessment, social inclusion or social risk management. Five (5) years of relevant experience may be substituted for a graduate degree.

##### Specific professional experience:

- At least seven (7) years of total experience in the social sector with at least five (5) years of practical experience in social risk management, community engagement and inclusion of vulnerable groups;
- At least 3 leading positions conducting social assessments and monitoring activities;
- Experience in developing, providing training and technical assistance to national and local governments on social risk management and/or inclusion of vulnerable groups shall be considered as an advantage;
- Familiarity with relevant local, national, and international regulations and standards related to social risk management;
- Experience in organising and leading stakeholder engagement events;
- Excellent knowledge of written and spoken English;
- Excellent written and spoken Serbian knowledge shall be considered an advantage.

Civil servants and other public administration staff of the beneficiary country (Republic of Serbia) cannot be proposed as experts.

## 7. Selection of the Consultant

The Client intends to shortlist up to eight (8) companies or Joint ventures to whom a Request for Proposal (RFP) shall be sent.

The Consultant shall be selected by applying the Quality Based Selection (QBS) method under Primary Procurement stage and arrangements through the open market approach options, as defined in the World Bank Procurement Regulations for IPF Borrowers, fourth edition, November 2020.

The Framework Agreement (FA) is a single-user FA. The Client intends to establish a multi-provider FA. The Open Panel Consultant Framework Agreement shall be awarded to qualified Consultants ranked from first and second place based on evaluated technical score.

A call-off contract shall be concluded through a Secondary Procurement defined in the FA. However, establishing the Framework Agreement shall not obligate the Client to procure the consulting services under the call-off contract. The signing of the FA does not guarantee that the Consultant in the FA will be awarded a call-off contract.