

**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: Railway Specialist 2 (full time)

Reference No.: SER-SRSM-IC-CS-23-58

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 Railway Specialist of the PIU shall include, but not be limited to the following:

- Preparation of the Terms of References and Bidding Documents for design and supervision consultant(s)/works contractor(s);
- Participation in the evaluation committee for reviewing the expressions of interest, proposals and bids related to the Project sub-components;
- Coordination, commenting, guiding, and overseeing rail engineering designs and that designs comply with specific standards, laws, and Client requirements and that they are within defined timeframes and budgets;
- Providing expert advice on transport and traffic engineering issues within the rail engineering designs;
- Assist the Client to the management of the execution of work and/or service contracts ensuring their completion within the defined timeframe, budget and at the required quality. Visit construction sites to monitor progress;
- Foster strong collaboration with the Head of PIU, contractors, consultants, and relevant stakeholders to ensure seamless coordination and effective communication throughout the project lifecycle.
- Support the Head of PIU in organizing, coordinating, integrating, and monitoring operations of the PIU and the institutions involved in the Project, both at the PIU premises and in the field, during its preparation and implementation;
- Providing advice and assisting the Head of PIU on engineering and integration of the environmental dimension in the Project activities, strategic planning, resource mobilization, and the development of management tools to enhance the performance of the PIU;
- Support the Head of PIU in ensuring timely preparation and implementation of the Project Procurement Plan, as well as other relevant documentation, and drafting and submission of reports and requests for disbursement of the Project funds;
- Coordinate projects with and ensuring their compliance with activities of government regulatory or other government agencies;
- Ensure 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.
- 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 Railway Specialist of the PIU should possess:

- Area of professional expertise: Railway Sector;
- Master's degree in transport/traffic engineering or related fields. Advanced degree will be an advantage;
- Minimum 15 years of general professional experience;
- Minimum 10 years of professional experience in railway projects;
- Previous experience with IFI or EU projects is essential;
- Experience in preparation and implementation of railway infrastructure projects with the public sector and/or IFIs and/or EU in the last 5 years;
- Experience in preparation and managing railway infrastructure projects
- Experience in preparation of tender documentation and other relevant project documentation (e.g. feasibility studies, ToRs, etc.);;
- Experience in evaluation of tender documents;
- 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 Consultant shall provide full-time services for the life of the Project, i.e. until December 31, 2026. 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.

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

Serbia Railway Sector Modernization Project

TERMS OF REFERENCE Railway Specialist 2

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

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: 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 the implementation of activities related to:

- preparation for ToR, tender documentations and other documents in the transport field,
- control of technical engineering designs for reconstruction and modernization works on railway infrastructure, within SRSM activities
- site supervision of works and works execution;
- improving railway safety and reliability by deployment of measurement station and improving safety system on rail level-crossings with accompanied design activities.

In this respect he/she will plan, monitor, control and provide technical expert advice on foreseen Project activities to ensure achievement of Project objectives. 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. 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 Railway Specialist of the PIU will be responsible for the following duties:

- Preparation of the Terms of References and Bidding Documents for design and supervision consultant(s)/works contractor(s);
- Participation in the evaluation committee for reviewing the expressions of interest, proposals and bids related to the Project sub-components;
- Coordination, commenting, guiding, and overseeing rail engineering designs and that designs comply with specific standards, laws, and Client requirements and that they are within defined timeframes and budgets;
- Providing expert advice on transport and traffic engineering issues within the rail engineering designs;
- Assist the Client to the management of the execution of work and/or service contracts ensuring their completion within the defined timeframe, budget and at the required quality Visit construction sites to monitor progress;
- Foster strong collaboration with the Head of PIU, contractors, consultants, and relevant stakeholders to ensure seamless coordination and effective communication throughout the project lifecycle.
- Support the Head of PIU in organizing, coordinating, integrating, and monitoring operations of the PIU and the institutions involved in the Project, both at the PIU premises and in the field, during its preparation and implementation;
- Providing advice and assisting the Head of PIU on engineering and integration of the environmental dimension in the Project activities, strategic planning, resource mobilization, and the development of management tools to enhance the performance of the PIU;
- Support the Head of PIU in ensuring timely preparation and implementation of the Project Procurement Plan, as well as other relevant documentation, and drafting and submission of reports and requests for disbursement of the Project funds;
- Coordinate projects with and ensuring their compliance with activities of government regulatory or other government agencies;
- Ensure 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.
- 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.

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

- Area of professional expertise: Railway Sector;
- Master's degree in transport/traffic engineering or related fields. Advanced degree will be an advantage;
- Minimum 15 years of general professional experience;
- Minimum 10 years of professional experience in railway projects;
- Previous experience with IFI or EU projects is essential;
- Experience in preparation and implementation of railway infrastructure projects with the public sector and/or IFIs and/or EU in the last 5 years;
- Experience in preparation and managing railway infrastructure projects
- Experience in preparation of tender documentation and other relevant project documentation (e.g. feasibility studies, ToRs, etc.);;
- Experience in evaluation of tender documents;
- 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.

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 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.