

EXTENSION OF DEADLINE FROM AUGUST 28 TO SEPTEMBER 11, 2023

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) – Business Support Management System Specialist

Reference No. SER-SRSM-IC-CS-21-15-3

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 Business Support Management System Specialist of the PIU will be responsible for the following duties:

- Provide support and expert advice to the Client, Beneficiaries and engaged consultants under the Project scope and within the area of expertise;
- Analyze the requirement and elaboration of internal policies and procedures on the use of business support systems;
- Participate in analysis and recommendation of software solutions based on business requirements
- Work directly with railway companies and the Railway Directorate to understand the individual needs of the business;
- Oversee and coordinate the implementation of relevant activities under Sub-Components 1.3 and 2.1;
- Monitor and coordinate proper execution of the technical activities in term of technical solution implementation/quality of technical assistance/specification of equipment, design costs, document submission schedule and quality ensuring that delivered solutions are of required standards;
- Organize and manage user acceptance testing (UAT) for solutions procured under the Project;
- Liaising with the PITs, Central Fiduciary Unit (CFU) and Head of the PIU regarding inputs needed to prepare Bidding Documents, Terms of Reference, Monitoring Reports etc.
- Facilitation of knowledge building and knowledge sharing;
- Ensure compliance of the projects with relevant national, WB and EU regulations/procedures;
- Management of service contracts, ensuring their completion within a defined timeframe, budget and at the required quality;
- Report on completion, including dissemination, of results of the specific activities under the Sub-Component 1.3 and Sub-Component 2.1;
- Assist to the Head of the PIU in preparation of the PIU Reports to the Client and the World Bank;
- Close cooperation with other PIU/PIT staff in the implementation of Project components;
- Any other task assigned by the Head of the PIU.

It is expected that the period over which the consultant shall provide the Services until the end of the project, dated December 31, 2026, with a probationary period of six (6) months. The assignment is part-time, and it is estimated that the total input of the Consultant will be 300 days over the Contract

period. The consultant shall not be engaged in more than 48 hours per week cumulatively for this assignment plus any other additional assignments/contracts. 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:

- Educational qualifications: At least a BSc University Degree in IT, electrical engineering, organizational sciences or similar;
- Minimum 8 years of general professional experience;
- Minimum 5 years of professional experience as a business or systems analyst/specialist or functionally equivalent position in a related field;
- Excellent knowledge of the Serbian language;
- Excellent knowledge of the English language;
- Computer skills: MS Office, Programming languages, Document Management Systems and other business support system
- Participation in Project Management with multiple stakeholders will be highly appreciated;
- Self-Planning & Organizing, Problem Solving, Communication, Teamwork, and 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) <https://mgsi.gov.rs/cir/dokumenti/serbia-railway-sector-modernization-project-srsm-individualni-konsultanti-piu-i-pit>

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 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 **September 11, 2023, 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:	zorica.petrovic@mfin.gov.rs Ms. Zorica Petrovic Procurement Specialist	Ministry of Finance Central Fiduciary Unit 3-5 Sremska St 11000 Belgrade, Serbia Tel/Fax: (+381 11) 765 2587
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