

DEADLINE EXTENSION
from August 19, to September 02, 2022

FOR SUBMISSION
OF EXPRESSION OF INTEREST FOR
CONSULTING SERVICES – INDIVIDUAL CONSULTANT

Republic of Serbia

Serbia Accelerating Innovation and Growth Entrepreneurship (SAIGE)

Project ID No. P170185

Assignment Title:

- **RDI Reforms Analyst (Full-time individual consultant), Reference No. SER-SAIGE-IC-CS-22-40**

Serbia has received a loan from the World Bank (Bank), through the “Serbia Accelerating Innovation and Growth Entrepreneurship Project” (Project), to contribute to the country’s growth and competitiveness by improving (i) relevance and excellence of scientific research and (ii) innovative entrepreneurship and access to finance for enterprise growth.

Objectives of Engagement:

The objective of Research and Development Institutions (RDIs) Reforms Analyst’s engagement is to support and assist activities under the SAIGE for 1.2 RDI Reform Subcomponent. He/she will be responsible to manage and coordinate the activities related to the planned technical assistance for RDIs in the transformation process, working in close coordination with the RDI reforms Senior Advisor. Technical Assistance interventions are crucial part of the transformation process whereby multi-stakeholders are involved, such as: RDI management, RDI research and administrative staff, a number of advisors, individual consultants and capacity building providers. In order to secure successful implementation and smooth coordination of the Technical Assistance interventions, the PIU/MoESTD need to secure specific expertise with the engagement of RDIs Reforms Analyst.

Scope of work:

1. Support the Project Manager, RDI Reforms Senior Adviser and Project Implementation Unit (PIU) staff in the implementation of the Subcomponent 1.2 RDI Reforms with a focus on Technical Assistance activities for RDIs;
2. Support the Project Manager, RDI Reforms Senior Adviser and PIU staff in coordination and communication with the RDIs under transformation, with advisors,

- consultants and capacity building service providers to ensure timely and efficient delivery of technical assistance, consulting services and training plans;
3. Provide assistance in the organization, coordination, integration and monitoring of operations related to Technical Assistance activities for RDIs under the Subcomponent 1.2 RDI Reforms, including maintaining correspondence with RDIs, advisors, individual consultants and consulting firms;
 4. Collect data and maintain records of the capacity building activities, both from the RDIs perspective as well as on the effective engagement of the consultants, prepare relevant internal reports, summary reports, inputs for workplans, and briefings;
 5. In coordination with PIU staff, work closely with capacity building providers on implementation of the Technical Assistance activities, organize and coordinate in-person and online trainings, coaching sessions, meetings, lectures and conferences. Monitor and report to PIU on the realization of the training plans for RDIs in line with Transformation process and agreed milestones;
 6. Support Project Manager and RDI Reforms Senior Advisor in fulfilling their daily tasks under 1.2 RDI Reform component: take notes in the meetings with stakeholders, organize meetings, draft reports, etc.
 7. Participate in relevant conferences, workshops, meetings and training events, as required to fulfil tasked role;
 8. Work closely with the PIU team, including the RDI Reforms Senior Adviser;
 9. Perform other duties in support of Project implementation as required by the Project Manager.

Timing and Duration

The Consultant will be engaged on a full-time basis for the duration of one year with a probation period of three (3) months.

The engagement will be subject to extension based on Project needs and performance of the candidate.

Required qualifications:

- University degree (postgraduate academic or professional degree is an advantage);
- At least three (3) years of professional experience in positions of similar scope and task complexity;
- Experience in implementation of at least one (1) multi-beneficiary projects financed/administrated by external donors and/or international organizations;
- Previous professional experience in public sector is an advantage;
- High level of spoken and written Serbian and English;

- Advanced project management skills, team and task organization and coordination skills;
- Good communication, data analysis and computer skills;
- Demonstrated ability to work in a team and with tight deadlines.

The Central Fiduciary Unit (CFU) of the Ministry of Finance now invites eligible Consultants to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The evaluation criteria for the assignment:

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

The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the *World Bank’s Procurement Regulations for IPF Borrowers – Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services (July 2016, revised November 2017 and August 2018)* (“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.

Further information can be obtained at the address below during office hours 09:00 to 15:00 hours.

Expressions of interest in English language must be delivered in a written form to the email below, by **September 02, 2022, 12:00 hours, noon**, local time. Interested consultants must provide **Cover Letter (name and reference number of the assignment to be indicated in the email)** and **CV** representing description of similar assignments, experience in similar conditions and availability of appropriate skills (**scanned diplomas to be sent with CV**).

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