

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

Republic of Serbia

Serbia Accelerating Innovation and Growth Entrepreneurship (SAIGE)

Project ID No. P170185

Assignment Title: Strategy Advisory Services for RDIs, Reference No. SER-SAIGE-CQ-CS-22-35

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.

The Ministry of Education, Science and Technological Development (MoESTD) needs to engage Consulting firm for Strategy Advisory Services for Research and Development Institutions (RDIs).

Objective of the assignment

The consulting firm should provide advisory service and effective support for the selected RDIs under transformation in development of their strategies, action plans, and/or business plans, if needed. Consulting firm is also expected to assist active involvement of staff and external stakeholders in the process of strategic planning to ensure the ownership of the process, and likewise propose improvements and support RDIs in building their internal institutional capacities, procedures and practices for successful monitoring and evaluation of the implementation of the strategic documents. The output of the consulting service should be RDIs’ strategic documents complemented with action plans for effective implementation and monitoring of progress toward desired outcomes.

Scope of Work

The scope of work for the Consulting firm includes the following:

1. For each RDI prepare a brief and focused Needs Assessment Report based on kick-off meeting with RDI staff and collection of available documents, including analysis of core activities, vision, mission, strategic goals, and recent activities. It should include plan of action with measures in place, timeline and manpower resources needed.
2. Conduct introductory sessions to prepare RDIs for the strategic planning process and cover relevant topics.
3. Providing guidance and support to RDIs in development of new or improvement of existing strategic documents, including:

- Strategic analysis (internal and external)
 - Mapping of strategic areas of business in terms of product and services, technology, human resources
 - Setting strategic goals and strategy design
 - Stakeholder analysis and engagement plan
 - Strategy design, development/update of vision, mission and principles, and setting key performance indicators
 - Action plan design
 - Monitoring plan design.
4. Review of developed documents and provide feedback for defining final strategic documents.
 5. Provide support to RDIs in presentation of the adopted final strategic direction and the developed strategic documents to their internal communities.
 6. Preparation of short and focused final assignment report summarizing the process, methodology, and support provided to the RDIs, with lessons learned and recommendations for further improvements. The final report should be submitted to PIU/MoESTD at the end of the assignment.

Experience and Qualifications of the Consulting firm and the staff of the Consulting firm

The Consulting firm must possess the following qualifications:

- Be a legal entity registered in the Republic of Serbia,
- At least 10 years of general experience in providing expert support in consulting services for public and private sectors in strategic planning and business development,
- Proven record in support to research organizations, academia and private sector in development of the strategies, action plans and business plans,
- Proven record with references on supporting process for strategy development for research organizations is considered strong advantage,
- Capacity to assign a qualified and experienced team that will work on this assignment: 2 Key Experts with adequate qualifications for this contract (qualifications of key personnel will be jointly taken into consideration i.e. qualifications of key personnel as a group will be evaluated).

Required qualifications of the Key Experts:

- At least Master's degree in organizational sciences, management or equivalent;
- At least 7 years of experience in providing consulting services in the field of strategic planning and organizational development;

- Experience as Key Expert in at least 5 successful assignments for clients in development of strategies, action plans and business plans in the last 3 years;
- Experience in providing expert support to RDIs in strategic planning will be considered a very strong advantage;
- Extensive knowledge of strategic planning methodologies and approaches, including monitoring of strategic plans implementation,
- Excellent written and verbal communications skills, both Serbian and English;
- Excellent organizational, team leadership and time management skills.

The consulting firm is required to provide personnel who are qualified and competent for the project's tasks.

Selection of Consulting firm

The Consulting firm will be evaluated applying the following evaluation criteria:

#	Criteria	Weight
1	General experience in the field of the assignment	10
2	Specific experience relevant to the assignment	40
3	Key Experts' qualifications and competence for the assignment	50
	The Key Experts' qualifications shall be evaluated according to the following sub-criteria and their belonging weights: a) General qualifications (general education and experience) 20% b) Adequacy for the Assignment (relevant experience in similar assignments) 80%	

Timing and Duration

The Consulting firm is expected to be engaged for a period of 12 months, and with a possibility of extension subject to performance and project needs. The firm will ensure that Key Experts are allocated with sufficient number of days to accomplish their tasks with required quality. The expected time effort is approximately 120 working days. The assignment is envisaged to start in June 2022.

The detailed Terms of Reference for the above referenced consulting services is posted on the website of the MoESTD <http://www.mpn.gov.rs/saige/>.

The Central Fiduciary Unit (CFU) of the Ministry of Finance now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services.

The Consultant will be selected in accordance with the *Consultant's Qualifications Based Selection (CQS)* method as set out in 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 and August 2018) (“the Regulations”).

Interested and eligible consulting firm for this position should send Expression of Interest in English by e-mail to the contact information listed below.

Consulting firms may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

Expressions of interest from eligible firms/ joint ventures should specify the following relevant information:

project title or relevant assignment; description of the work performed; year of project implementation; country/region; client’s contact (first and last name, e-mail address, telephone number); CVs of key experts.

The attention of interested Consultants is drawn to paragraphs 3.14, 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 and August 2018)* (“the Regulations”) setting forth the World Bank’s policy on conflict of interest.

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

Deadline for submission of expressions of interest is June 14, 2022, 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:	ljliljana.krejovic@mfin.gov.rs Ms Ljiljana Krejovic Procurement Specialist	Ministry of Finance Central Fiduciary Unit 3-5 Sremska St
Cc:	ljliljana.dzuver@mfin.gov.rs	11000 Belgrade, Serbia Tel: (+381 11) 7652652
Cc:	viktor.nedovic@mpn.gov.rs tijana.knezevic@mpn.gov.rs	