

## **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) – Monitoring and Evaluation Specialist**

**Reference No. SER-SRSM-IC-CS-21-09**

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 M&E Specialist of the PIU will be responsible for the following duties:

- Establish a M&E system, consistent with the World Bank and AFD loans M&E framework, that ensures the ongoing collection and management of quality data throughout the life of the Project;
- Monitor the overall Project progress through schedule monitoring (by comparing actual completion to expected completion), quality monitoring (whether deliverable meets the Client's expectations), cost monitoring (to identify whether or not the Project and/or specific activity(ies) are still within the assigned budget),
- M&E system should also include a framework for monitoring progress of each activity and record main milestones/issues in a uniform way
- Develop M&E tools such as surveys, questionnaires, other tools; analyze and visual the data for reports and internal decision making;
- Maintain a uniform and consistent data collection and reporting methodology and schedule, and ensure consistent and timely application of all M&E systems and standards;
- In coordination with Beneficiaries, draft/prepare M&E plans and associated M&E templates;
- Collect qualitative and quantitative data on Project deliverables, results and impact; collate, consolidate and prepare quarterly, semi-annual and annual reports and data submissions;
- Liaise with PITs and other relevant stakeholders to ensure realistic inputs into annual plan and target setting exercises, and on implementation of coordinated monitoring and evaluation systems
- Assisting the Head of the PIU in preparing the PIU Reports to the Client 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.

It is expected that the period over which the consultant shall provide the Services will be 60 months, respectively by the end of the project dated December 30, 2026. The assignment is part-time and it is estimated that total input of the Consultant will be 600 days over the Contract period. 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:**

- A minimum of a Master's Degree in Civil Engineering, Transport and Traffic Engineering, Statistics, Economics, Finance, Social Sciences, Public Administration or similar;
- Minimum 10 years of general professional experience;
- Minimum 7 years of experience in monitoring/evaluation and project management – relevant to these TORs;
- Experience working on baseline, mid-term and final program/projects evaluations;
- Experience in complex projects management, including schedule and deliverable management;
- Experience with designing and using evaluation tools and methods such as surveys, interviews, focus groups, and research from secondary sources;
- Excellent communications skills to present information, respond to questions and write reports;
- Previous experience with IFI or EU projects will be advantage;
- Experience working in transport/construction/logistics sector will be advantage;
- Fluency in both written and spoken English;
- Knowledge of Serbian language will be advantage;
- Computer skills: Word, Excel, Project Management tools (e.g.: MS Project or similar);
- Project Management with multiple stakeholders;
- Self-Planning & Organizing, Problem Solving, Communication, Teamwork, 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) [www.mgsi.gov.rs/en/dokuments/serbia-railway-sector-modernization-srsm-project-piu](http://www.mgsi.gov.rs/en/dokuments/serbia-railway-sector-modernization-srsm-project-piu).

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 Competence relevant to the Assignment ( 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 **February 2, 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:	<a href="mailto:zorica.petrovic@mfin.gov.rs">zorica.petrovic@mfin.gov.rs</a> Ms. Zorica Petrovic Procurement Specialist	Ministry of Finance Central Fiduciary Unit 3-5 Sremska St 11000 Belgrade, Serbia
Cc:	<a href="mailto:ljliljana.dzuver@mfin.gov.rs">ljliljana.dzuver@mfin.gov.rs</a>	Tel/Fax: (+381 11) 765 2587

<a href="mailto:liljana.stojic@mgsi.gov.rs">liljana.stojic@mgsi.gov.rs</a>	
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# **Serbia Railway Sector Modernization Project**

## **TERMS OF REFERENCE for Monitoring and Evaluation Specialist**

### **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

Component 1, Infrastructure Investments and Asset Management, focuses on improving the quality and safety of railway infrastructure and enhancing rail asset management practices. After almost 50 years of no or deficient maintenance and rehabilitation, the quality and safety of the railway network are seriously compromised. The current state of disrepair of the rail infrastructure is the main immediate cause of excessive operational costs and low service quality. Rehabilitation of rail infrastructure is a necessary condition for the sector to eventually regain modal share - shifting road to rail - and thereby contribute to reducing GHG emissions. The quality of the railway network will be improved through targeted renewal interventions and preparation of technical documentation for the investments in next phases of the Program. Railway safety will be improved through track renewal and also through upgrading of railway crossings throughout Serbia. To ensure the long-term sustainability of the Government of Serbia’s (GoS) ambitious railway investment plan and to provide for systematic, transparent, and objective planning of investments

in infrastructure maintenance and rehabilitation, the component will finance the introduction of Asset Management Systems (including the capability to carry out Life Cycle Cost –LCC, analyses).

Component 2, Institutional Strengthening and Project Management, focuses on institutional transformation of the rail sector to deepen and sustain recent reforms. The GoS previous reform cycle introduced fundamental structural changes, clarified contractual arrangements among institutions, and defined their separate obligations and responsibilities. These measures need to be followed up with institutional capacity building and the introduction of modern management systems and approaches, especially to promote more efficient, customer-responsive and commercially oriented ways of operating. Thus, within this Component support to the effort of GoS in continuing the sectoral reforms through institutional capacity building and the introduction of modern management systems and approaches, especially those that will promote more efficient, transparent, customer-responsive and commercially oriented ways of operating, will be ensured.

Component 3, Railway Modernization Enablers, will finance measures for strengthening the enabling environment for the railway sector through selected innovations. In Serbia, utilization of information technologies in railway transport is still in its infancy. Knowledge of market potentials is not structured, and strategies for attracting unconventional users are absent. The GoS would like to introduce new approaches that have been proven to improve efficiency, effectiveness, and safety.

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.

Project monitoring and evaluation (M&E) will be undertaken by the MCTI through the PIU, which will be ultimately responsible for all project data collection. Thus, a part-time M&E Specialist will be hired to develop, in collaboration with MCTI, a detailed M&E mechanism for each of the project components based on the Project Results Framework, which will include Project Development Objective Indicators and Intermediate Results Indicators by Components. The M&E system will be designed to ensure that the Project is implemented in accordance with its objectives and expected results, including provisions to mitigate the COVID-19 impact on the project. 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 implemented 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 PITs, World Bank, AFD, and others relevant for successful completion of the tasks.

## **General information**

Individual Consultant Title: Monitoring and Evaluation (M&E) 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 support to improve the effectiveness of Projects operations providing objective advice to the Head of PIU and Project Coordinator, on progress of the Project Implementation Plan (PIP) execution against stated Project's objectives. The M&E Specialist will provide technical leadership and support in three major areas:

- Mid-term plans and implementation with a view toward M&E requirements;
- Monitoring and evaluation progress against stated results for Project M&E plans, and
- Analysis of PIP execution and Project's objectives, including activities linking planning with regular progress reviews and resource allocations.

## **Principle responsibilities**

The M&E Specialist of the PIU will be responsible for the following duties:

- Establish a M&E system, consistent with the World Bank and AFD loans M&E framework, that ensures the ongoing collection and management of quality data throughout the life of the Project;
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- 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**

- A minimum of a Master's Degree in Civil Engineering, Transport and Traffic Engineering, Statistics, Economics, Finance, Social Sciences, Public Administration or similar;
- Minimum 10 years of general professional experience;
- Minimum 7 years of experience in monitoring/evaluation and project management – relevant to these TORs;
- Experience working on baseline, mid-term and final program/projects evaluations;
- Experience in complex projects management, including schedule and deliverable management;
- Experience with designing and using evaluation tools and methods such as surveys, interviews, focus groups, and research from secondary sources;
- Excellent communications skills to present information, respond to questions and write reports;
- Previous experience with IFI or EU projects will be advantage;
- Experience working in transport/construction/logistics sector will be advantage;
- Fluency in both written and spoken English;
- Knowledge of Serbian language will be advantage;
- Computer skills: Word, Excel, Project Management tools (e.g.: MS Project or similar);
- Project Management with multiple stakeholders;
- Self-Planning & Organizing, Problem Solving, Communication, Teamwork, Initiative.

## **Length of the assignment**

It is expected that the period over which the consultant shall provide the Services will be 60 months, respectively by the end of the project dated December 30, 2026. The assignment is part-time and it is estimated that total input of the Consultant will be 600 days over the Contract period. The Consultant should be available to commence no later than one month after the contract signature.

## **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**

The Consultant will be selected applying Open competitive method.

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 is eligible and his selection does not create any conflict of interest as provided in the Bank's Procurement Regulations.