

REQUEST FOR EXPRESSIONS OF INTEREST CONSULTING SERVICES – INDIVIDUAL CONSULTANT

Republic of Serbia

Local Infrastructure and Institutional Development (LIID) Project

Project ID No. P174251

Assignment Title:

- **Urban development specialist (full-time individual consultant), Reference No. SER-LIID-IC-CS-24-26**

The Republic of Serbia has received financing in the amount of EUR 265,200,000 equivalent from the World Bank and the Agency Francaise de Development toward the cost of the Serbia Local Infrastructure and Institutional Development (LIID) Project, and intends to apply part of the proceeds to payments for goods, works, non-consulting services and consulting services to be procured under this project.

Scope of work

The scope of work of the urban development specialist shall include, but not be limited to the following:

- Direct management and supervision of project subcomponent 2.1 implementation:
 - Improvement of participatory planning in pilot LSGs through development of critical planning and environmental and climate related strategic documents and corresponding multi-annual and annual budgets
 - Identification and initial preparation of future urban investment projects (urban regeneration and municipal infrastructure) along with technical assistance providing in early stage of future investments
 - Mainstreaming of participatory approach through development of Manual for citizen participation and extension of E-government portal for informing on the planned infrastructure investments and planned consultations
- Analysis of spatial, urban planning and other relevant documents and its reflections on project activities (functionality, projects design and permitting processes)
- Support Head and Deputy 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 and Deputy Head of PIU on substantive matters in the field of urban planning and development and related to the infrastructure investments, engineering, mobility planning and local road management, 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 and Deputy Head of PIU in ensuring timely preparation and implementation of the Project activities, as well as other relevant documentation, and drafting and submission of reports and requests for disbursement of the Project funds;
- Play an active role (day to day communication) in facilitating cooperation with LSGs, including working closely with them and other partners on the preparation of project proposals, preparation of designs, proper supervision, and the implementation of selected projects; engagement in working groups, commissions and other thematic bodies with LSGs
- Support LSGs in preparation and delivery of TAs under Component 1 and Component 2 including, but not limited to, development of sustainable urban mobility plans (SUMPs), introduction of road asset management systems, local road management, and various analytics in the area of road safety and gender, identification of the pipeline of projects, smart mobility pilots, and participation in transport infrastructure service delivery related trainings and community of practices;
- Assist in coordination with the focal points in the Ministries, agencies and other Project partners responsible for monitoring and reporting on implementation in their respective entities; Technical communication with National PUCs regarding urban planning, environment, infrastructure and construction affairs for Project activities (Putevi Srbije, Koridori Srbije, Zeleznice Srbije, Srbija vode etc.).
- Conduct standardized administrative and operating procedures of the PIU, including but not limited to maintenance of record-keeping and data storage systems; accounting and reporting formats for financial transactions of the project; procurement and contract monitoring system, etc.;
- Assesses whether the Terms of Reference for experts or contractors who will be engaged for the project, contain specific conditions, tasks and activities defined by the financiers' relevant rules and regulations, to ensure full compliance; Monitor and evaluate performance of service providers in line with relevant practice in urban planning field;
- Review quality of all implemented activities (procurements, technical design, permitting, construction, surveillance) from urban planning and strategic documents standpoint and ensure their satisfactory fulfillment;
- Submit monthly reports on his/her performance and the performance of experts under personal supervision for approval of payment for services rendered;
- Provide internal training as needed on project-related matters to the PIU staff, the MCTI, LSGs, and other ministries, and other relevant stakeholders;
- Perform other duties in support of project preparation and implementation, as required;

Timeframe and Duration

The Consultant shall provide full time services for the life of the project, i.e. until November 30, 2028, with a probationary period of six (6) months.

The Consultant shall not have other full or part-time assignment during the engagement under this Contract.

Required qualifications:

- Advanced university degree (Masters degree or equivalent) in architecture, traffic engineering, civil engineering, spatial planning or other related areas to urban planning and/or urban development
- Minimum 7 years of total professional experience in the field of urban planning (urban plans design)¹
- At least 5 years of experience working with LSGs in the areas of urban planning, permitting system and infrastructure / real-estate development
- Knowledge on technical documentation design for construction of roads and other supporting transport infrastructure will be considered as an advantage;
- Experience in strategic planning in accordance with Law on planning system and capital investments planning²
- Experience as a team member for elaboration of traffic management plans and/or Sustainable Urban Mobility Plan would be considered as advantage
- Experience in the field of LSGs budgeting would be considered as advantage
- Relevant experience with projects of international financial institutions will be considered as an advantage
- Experience in delivering of technical assistance to LSGs in urban planning and/or strategic planning sector will be considered as advantage
- Openness to change and ability to receive/integrate feedback
- Strong analytical skills and ability to identify key strategic issues, opportunities and risks
- Experience in facilitation of public meetings and public hearings organization is mandatory³
- Competence for incorporating gender perspectives into substantive work and ensuring the equal participation of women and man in all areas of work; commitment to the goal of gender balance in staffing and creating a gender sensitive working environment that pays attention to work/life issues
- Knowledge of computer, office software and web-based applications use
- GIS experience or work with APPs regarding roads mapping will be considered as advantage

¹ Direct involvement in design of at least 2 urban plans (Detailed or General regulation plans)

² Engagement in at least two strategic documents development processes as part of coordination or consultants team

³ Engagement in at least two strategic planning or urban planning documents development as facilitator; written recognition of superior manager is needed

- Cultural, religion, race, nationality and age sensitivity and adaptability
- Excellent writing/reporting and presentation skills
- Excellent interpersonal, networking and team building skills
- Excellent knowledge of written and spoken Serbian and English

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:

- Qualifications and Competence relevant to the Assignment (50 Points)
- Specific Experience relevant to the Assignment (50 Points)

The applicable remuneration will be established considering the market range for similar assignment and previous candidate remuneration for similar services. During the negotiation of the contract the successful candidate is expected to provide evidence for previous remuneration level (copies of contracts, pay slip, etc).

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, 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.

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 **March 29, 2024, 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**).

Contact:	E-mail:	Address:
To:	djordje.perisic@mfin.gov.rs Ms Djordje Perisic Procurement Specialist	Ministry of Finance Central Fiduciary Unit 53 Balkanska St
Cc:	ljiljana.dzuver@mfin.gov.rs ljiljana.krejovic@mfin.gov.rs	11000 Belgrade, Serbia Tel: (+381 11) 765 2565
Cc:	dragan.mirkovic@mgsi.gov.rs gordana.suboticki@mgsi.gov.rs	