

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES – INDIVIDUAL CONSULTANTS)**

**Republic of Serbia**  
**The Western Balkan Trade and Transport Facilitation Project (WBTTF)**  
Project ID No. P162043

**Assignment Title:**

- **Individual Consultant (full time) – RAILWAY ENGINEER of the Project Implementation Unit (PIU), Reference No. SER-WBTTF-IC-CS-20-05**

The International Bank for Reconstruction and Development (IBRD) has granted to the Republic of Serbia (RoS) EUR 35 million loan for The Western Balkan Trade and Transport Facilitation Project (WBTTF). WBTTF project is a part of a Multiphase Programmatic Approach covering in the first phase Serbia, Albania and North Macedonia supporting a combination of investments, technical assistance and regulatory and institutional reforms. WBTTF project aims to support Western Balkan governments to promote deeper economic integration, within the region and the EU by assisting with the implementation of measures aiming at: facilitating cross-border movement of goods, enhancing transport efficiency and predictability and enhancing market access for trade in services and investments.

RoS intends to apply part of the proceeds to payments for consulting services to be procured under this project.

**The scope of work of the Railway Engineer** of the PIU shall include, but not be limited to the following: Ensuring supervision, monitoring and management of all railway and engineering activities included in the Project; Assisting and working together with the other PIU members and stakeholders on activities related to railway components of the Project; Liaising with the Procurement Officer and Head of the PIU and with all the relevant departments / beneficiaries / agencies / Ministries and their focal points and providing relevant technical inputs in the process of preparation of the Bidding Documents, Technical Specifications, Requests for Proposals, Terms of Reference, Monitoring Reports, etc.; Ensuring the full implementation of the railway and engineering activities in relation with the timeline/critical paths; Ensuring with Procurement and Financial Officers the reporting mechanisms (as reflected in the Project Operations Manual) and documentation systems are in place, including drafting reports to the World Bank and Head of the PIU: Cost, Time, Resources, and Scope (along with Performance related measures, Quality, HSE & environmental); Assisting the Head of the PIU in preparing the PIU Reports (Quarterly, midterm and completion) and others per instruction of the Head of PIU.

It is expected that the period over which the consultant shall provide the full time (8 hours each day, Monday to Friday, for a minimum period of 40 hours per week) Services will be 48 months with the possibility for prolongation. The Consultant should be available to commence 2 months after the present notice is published.

**The Railway Engineer of the PIU should possess:**

- Advanced degree or minimum 4-year university degree in rail transport engineering or electro technical engineering;
- Minimum 8 years of general professional experience
- Minimum 5 years of professional experience in railway engineering, regional working experience is desirable.
- Previous experience with IFI or EU projects will be an advantage;
- Required skills and competencies:

Skills/Competencies	Required	Desirable
Technical	Railway Level Crossing Design and Construction, Signaling Electro technical Engineering Project Management with multiple stakeholders Excellent command in English language Computer skills: AutoCAD, Word, Excel, scheduling tools (e.g.: MS Project or similar)	Regional working experience Experience with IFI or EU projects Knowledge of Electronic Data Interchange (EDI)
Management	Self-Planning & Organizing Problem Solving Communication Teamwork	
Business	Excellent Knowledge of English language (reading, speaking and writing)	Good Knowledge of Serbian language (reading and speaking)

The detailed Terms of References for all of the above referenced consulting services is posted on the official website of the Ministry of Construction, Transport and Infrastructure <https://www.mgsi.gov.rs/en>.

The CFU of the Ministry of Finance now invites eligible individual consultants to indicate their interest in providing the above 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:

- Specific Experience relevant to the Assignment ( 40 Points)
- Qualifications and Competence 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 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.

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 7, 2020, 12:00 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 Petrović Procurement Specialist	Ministry of Finance Central Fiduciary Unit 3-5 Sremska St
Cc:	<a href="mailto:ljliljana.dzuver@mfin.gov.rs">ljliljana.dzuver@mfin.gov.rs</a> <a href="mailto:ljliljana.stojic@mgsi.gov.rs">ljliljana.stojic@mgsi.gov.rs</a>	11000 Belgrade, Serbia Tel/Fax: (+381 11) 202-15-30

**TERMS OF REFERENCE FOR  
RAILWAY ENGINEER OF THE PROJECT IMPLEMENTATION UNIT  
Western Balkan Trade and Transport Facilitation Project (Part referred to Republic of Serbia)**

**1. Background**

The International Bank for Reconstruction and Development (IBRD) launched Multiphase Programmatic Approach to facilitate the achievement of the Western Balkans Governments' goal of reducing trade costs and increasing transport efficiency. The Program includes two phases, where phase 1 includes Albania, North Macedonia and Serbia, and phase 2 other beneficiaries in the Western Balkan.

For the purpose of financing of the Western Balkan Trade and Transport Facilitation Project (WBTF), part of Phase 1 of the Program, IBRD has granted to the Republic of Serbia (RoS) EUR 35 million loan to support a combination of investments, technical assistance and regulatory and institutional reforms.

At the regional level, the Secretariat for Transport Community Treaty (TCT) will play the role of the regional coordination and liaison office for the Western Balkans Six, for all the transport related dimensions of the project. The CEFTA Secretariat will play the same role for the trade elements of the proposed project.

At the national level, Project Implementation Unit (PIU), within the Ministry of Construction, Transport and Infrastructure of Republic of Serbia, has primary responsibility for Project execution ensuring that the project development objectives are met.

These Terms of Reference (ToR) relate to the Railway Engineer of the PIU. The Ministry of Construction, Transport and Infrastructure of Republic of Serbia (the Client) intends to engage a highly qualified individual consultant to provide services as Railway Engineer of the PIU. He/she will closely monitor the implementation of the activities in order to coordinate the inputs from the different actors, ensure excellent technical execution, quickly address design challenges and efficiently react to unexpected developments. The main challenge is to ensure that works, goods and services are satisfactorily completed on time, within budget, aligned with the contractual requirements and in a coherent way across components.

**2. General Information**

Individual Consultant Title: Railway Engineer of the Project Implementation Unit. The Consultant shall report to the Head of PIU.

**3. Position in Organisation**

Immediate superior: Head of PIU.

**4. Objective**

Objective of the Project is to reduce trade costs and increase transport efficiency in Serbia. The Project consists of the following parts:

Component 1: Facilitating movement of goods across the Western Balkans. The component focuses on (a) the design and adoption and implementation of the National Single Window (NSW); (b)

implementation of Electronic Data Interchange (EDI) for railways.

Component 2: Enhancing transport efficiency and predictability. This component will focus on (a) the adoption of an Intelligent Transport System (ITS), (b) the improvement of Railway Level Crossings (RLC) and c) development of a Reliability, Availability, Maintainability and Safety System (RAMS), towards better maintenance and safety of the railway infrastructure.

Component 3: Improve market access in services and foster regional investments (this Component is covered by grant resources from other development partners, which complements the support from the World Bank Group) and

Component 4: Support project implementation units (PIU) and provide additional technical support, including for policy coordination, operating costs, and monitoring and evaluation of the program.

## **5. Main Position Objective**

The main objective of Railway Engineer position is to plan, monitor, control and provide technical support on all the railway and engineering related activities in the Project, in close cooperation with the Head of the PIU and the contractors and consultants, as well as the Client, and other agencies (as described in the Project Operation Manual).

## **6. Scope of Work of the Railway Engineer of the PIU**

The Railway Engineer of the PIU will be responsible for the following duties:

- Ensuring supervision, monitoring and management of all railway and engineering activities included in the Project
- Assisting and working together with the other PIU members and stakeholders on activities related to railway components of the Project
- Liaising with the Procurement Officer and Head of the PIU and with all the relevant departments / beneficiaries / agencies / Ministries and their focal points and providing relevant technical inputs in the process of preparation of the Bidding Documents, Technical Specifications, Requests for Proposals, Terms of Reference, Monitoring Reports, etc.
- Ensuring the full implementation of the railway and engineering activities in relation with the timeline/critical paths;
- Ensuring with Procurement and Financial Officers the reporting mechanisms (as reflected in the Project Operations Manual) and documentation systems are in place, including drafting reports to the World Bank and Head of the PIU: Cost, Time, Resources, and Scope (along with Performance related measures, Quality, HSE & environmental);
- Assisting the Head of the PIU in preparing the PIU Reports (Quarterly, midterm and completion)
- Others per instruction of the Head of PIU.

## **7. 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:

- the status of progress, problems encountered, corrective actions needed, rationale for actions;

- current timing and costs of the railway related components and estimated delays and costs of completion; and
- any further comments and interactions with the railway, RAMS and EDI components.

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.

### 8. Profile of the Railway Engineer of the PIU

The Railway Engineer of the PIU should possess:

- Advanced degree or minimum 4-year university degree in rail transport engineering or electro technical engineering;
- Minimum 8 years of general professional experience
- Minimum 5 years of professional experience in railway engineering, regional working experience is desirable.
- Previous experience with IFI or EU projects will be an advantage;
- Required skills and competencies:

Skills/Competencies	Required	Desirable
Technical	Railway Level Crossing Design and Construction, Signaling Electro technical Engineering Project Management with multiple stakeholders Excellent command in English language Computer skills: AutoCAD, Word, Excel, scheduling tools (e.g.: MS Project or similar)	Regional working experience Experience with IFI or EU projects Knowledge of Electronic Data Interchange (EDI)
Management	Self-Planning & Organizing Problem Solving Communication Teamwork	
Business	Excellent Knowledge of English language (reading, speaking and writing)	Good Knowledge of Serbian language (reading and speaking)

### 9. Length of assignment

The Consultant shall provide full time services. It is expected that the period over which the consultant shall provide the Services will be 48 months, or any other period as may be subsequently agreed by the parties in writing. The Consultant should be available to commence 2 months after the present notice will be published. The Consultant should be available to provide services for at least 8 hours each day, Monday to Friday, for a minimum period of 40 hours per week. Subject to notice being provided, the Consultant may take up to 4 weeks leave each year, but remuneration will not be paid during any period of leave.

## **10. Facilities to be provided to the Consultant**

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.

## **11. 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.

## **12. Selection of Consultant**

The Consultant will be selected applying Open competition method.

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