

DEADLINE EXTENSION

from February 2, 2022, to February 9, 2022

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 (full time) – Human Development Specialist

Reference No. SER-SRSM-IC-CS-21-14

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 Human Development Specialist of the PIU will be responsible for the following duties:

- Participate in preparation of the Terms of References and Bidding Documents under Sub-Component 2.2 as well as in assisting the evaluation committee on the evaluation of expressions of interest and proposals;
- Monitor, supervise and guide consultants working on specific technical assistance under the Sub-Component 2.2;
- Comment delivered documents for implementation of HR recommendations for improvement and options for further development of HR capacities in the beneficiaries;
- Support organization of workshops and trainings under Sub-component 2.2 including ensuring that their form is appropriate for the context of railway companies;
- Contribute to Human Capital Analysis and development of HR Strategy by actively monitoring the work of the consultant to be selected and coordinating its activities;
- Facilitate data and information exchange between railway companies and consultants working under sub-component 2.2;
- Introduce and maintain change management concept and approach throughout the project life and support companies in actively communicating with employees about the proposed HR changes
- Ensure concepts of diversity, inclusion and gender equality are embedded in the recommendations coming from subcomponent 2.2. and are properly translated within companies working environment;
- Report on completion, including dissemination, of results of the specific activities under the Sub-Component 2.2;
- Understand the business model of the railway companies and assist the managers in identifying emerging HR implications for their work force;
- Advise managers and leaders and staff on implications of introduction of HR performance management tool for effective career development and performance management, and provide

- support in identifying, assessing and resolving issues, problems, and conflicts as well as on running the performance management within the company;
- Contribute to policy development by actively working with Consultants working under subcomponent 2.2. and railway companies' HR departments on the need to adjust policy and ensure effective program implementation;
 - Contribute to development and alignment of Health and Safety policy development by actively working with railway companies' HR departments and external experts in the field of Health and Safety and full implementation of these concepts in everyday work of the companies;
 - Facilitate decision on content and form of training programs and instructor performance in cooperation with the Consultant under sub-component 2.2. and companies to ensure maximal benefit and effectiveness;
 - Assist to the Head of the PIU in preparation of the PIU Reports to the Client and the World Bank;
 - 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.

The Consultant shall provide full time services. It is expected that the period over which the Consultant shall provide the services will be 36 months, or any other period as may be subsequently agreed by the parties in writing, but longest by the end of the Project dated December 31, 2026. 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:

- Educational qualifications: Bachelor's Degree in Human Resources, economics, management, business or a related field;
- Minimum 10 years of general professional experience;
- Minimum 5 years proven experience in a similar role;
- Strong knowledge of labor legislation and payroll processes;
- Good understanding of the full recruitment process;
- Good knowledge of change management approaches
- Broad-based knowledge and extensive experience in all major facets of HR management, current and emerging trends and practices; and in-depth knowledge and experience in one or more functional areas of specialization;
- Experience in working within public companies will be considered as advantage
- Experience in working within more complex systems with slow change of employees will be considered as advantage
- Experience in transport and/or logistics sector is an advantage;
- Excellent knowledge of written and spoken Serbian and English;
- Computer skills: MS Office tools
- 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.

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 9, 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:	zorica.petrovic@mfin.gov.rs Ms. Zorica Petrovic Procurement Specialist	Ministry of Finance Central Fiduciary Unit 3-5 Sremska St 11000 Belgrade, Serbia
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