

Serbia Accelerating Innovation and Growth Entrepreneurship Project (SAIGE)

Terms of Reference

NITRA Institutional Financing Analyst

1. Background

Serbia has received a loan from the World Bank Group for the **Serbia Accelerating Innovation and Growth Entrepreneurship Project (SAIGE Project)**¹ to support strengthening the Serbian Innovation and Entrepreneurship ecosystem. The main objective of the Project is to improve (i) the relevance and excellence of scientific research; and (ii) innovative entrepreneurship and access to finance for enterprise growth, as a way of contributing to Serbia's growth and competitiveness. The European Union Instrument for Pre-accession Assistance (IPA-II) is also providing complimentary financing support for the SAIGE Project. The Project includes the following three components:

Component 1: Research Sector Reforms – (i) Operationalization of Science Fund including capacity building, and design and implementation of Science Fund grant instruments, and provision of competitive grants to researchers; (ii) Research and Development Institutes (RDIs) reforms through independent evaluation, preparation and implementation of transformation plans, as well as policy development support to Ministry; (iii) Design of Serbian Diaspora Facility and provision of grants for visits and joints projects with diaspora.

Component 2: Enterprise Acceleration – Establishment of Katapult Program, a co-investment fund and acceleration program, including the provision of technical assistance facility necessary for the program execution.

Component 3: Project Implementation, Monitoring, Capacity Building

Until October 2022, the Ministry of Education, Science and Technological Development (MoESTD) was responsible for the overall Project coordination and implementation, and execution of Component 1.2 RDI Reforms. As a result of the Government reorganization after the April 2022 elections, a new line ministry – Ministry of Science, Technological Development and Innovation (NITRA, hereinafter: the Client) – has been established as the successor and tasked with the Project coordination and implementation. On a daily level, the Project is coordinated and implemented by the Project Implementation Unit (PIU) at the Client level, comprising of a PIU manager, project officers for the three Project components, experts for environmental and social standards, monitoring and evaluation (M&E), RDI Reforms advisors and analyst, and other technical and administrative staff.

Under the SAIGE Project (Component 1.2), the Client is providing incentives, financial and technical support to a number of Research Development Institutes (RDIs) under transformation that have opted to increase the excellence and relevance of their research and perform institutional transformation. Moreover, the Client is improving policy management in order to support the

¹ <https://projects.worldbank.org/en/projects-operations/project-detail/P170185> and <https://nitra.gov.rs/cir/inovacije/projekat-saige>

development of R&D activities and institutional financing support overall, including capacity building for further NITRA monitoring of the performance of accredited Research and Development Institutions in Serbia. Besides RDIs, in the Client portfolio, there are also a number of Higher Education Institutions (HEIs) accredited to perform scientific research activities and in that sense, further support is needed in order to define an adjusted model for financing HEIs' scientific activities.

2. Objectives of Engagement

The objective of the Consultant's engagement is to support and assist NITRA in the institutional financing framework in order to improve its operations taking into account results achieved so far under the SAIGE Project to specify outcomes and align them with NITRA's strategic goals. The Consultant should support the activities within NITRA, dedicated to the evaluation of RDIs and higher education institutions' scientific activities. The assignment's special emphasis is defining a model for financing HEIs' core scientific activities and fitting them into the NITRA portfolio.

3. Scope of Work

The following are the specific tasks and responsibilities of the Consultant:

- Review related documents/data and provide recommendations for improvements;
- Support NITRA in the process of evaluation of the scientific performance of RDIs, including HEI;
- Support NITRA in the process of drafting a program for financing core scientific activities of HEI accredited within the NITRA;
- Support in the process of establishing KPIs of RDIs scientific performances;
- Participate in online and in-person meetings and events with Client representatives;
- Provide inputs for strategy and policy development in this regard.

The Consultant will conduct the work in line with the relevant Project documents including the Project Appraisal Document (PAD), and RDI Transformation Operations Manual.

The Client will provide access to all relevant documents.

4. Experience and Qualifications

- Minimum PhD University Degree in the relevant field;
- At least 10 years of relevant work experience in the field in the private sector, public sector, and/or academia;
- Experience in using scientometrics and bibliometrics methods and tools, statistical methodology and research, including data mining;
- Track record of papers published in Journal Citation Reports indexed journals on the topics of evaluation of HEIs scientific performance;
- Relevant experience on projects financed by international institutions will be considered an advantage;
- Spoken and written in Serbian and English.

Selection criteria:

The candidates will be evaluated by applying the following evaluation criteria:

- General experience (40 Points)
- Specific Experience relevant to the Assignment (60 Points)

5. Timeframe and Duration

The Consultants will be engaged on a part-time basis for one year with the potential for extension based on candidates' performance and Project needs. The expected time effort for the assignment is up to 70 days. Depending on the need there is a possibility of increasing the time effort.

The Consultant agrees to be engaged in no more than 48 hours per week cumulatively for this assignment plus any additional assignments/contracts.

6. Reporting Requirements

The Consultant will work under the supervision of the Client to whom he/she directly reports.

The Consultant should prepare monthly activity reports (timesheets) in which he/she will summarize key issues and emerging and day-to-day tasks undertaken. In addition, the Consultant will prepare progress and ad hoc reports and documents where so required by the Project. These reports will be provided on paper (when necessary) and electronically in the English/Serbian language.

The monthly timesheet must be first approved by the Client.

7. Terms of Payment

The contract, in the form of the Standard World Bank Time-Based Contract for Individual Consultants will be entered into between the Consultant and the Client. Payment for services rendered will be made monthly. The contract amount will include monthly remuneration rate and reimbursables (such as: international travel, accommodation, per diem, local transportation, etc.) relevant to the assignment.

8. Confidentiality and Conflict of Interest

The Consultant will 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.

9. Selection

The Consultant will be selected as per the World Bank Procurement Regulations for IPF Borrowers under Investment Project Financing" dated July 2016 Revised November 2017 and August 2018, based on the method of Selection of Individual Consultants (ICS) under Open competition.