

# **REQUEST FOR EXPRESSIONS OF INTEREST CONSULTING SERVICES – INDIVIDUAL CONSULTANT**

**Republic of Serbia**

**Serbia Accelerating Innovation and Growth Entrepreneurship (SAIGE)**

**Project ID No. P170185**

**Assignment Title:**

- **RDI Monitoring and Evaluation (M&E) Officer (part-time), Reference No. SER-SAIGE-IC-CS-24-65**

Serbia has received a loan from the World Bank (Bank), through the “Serbia Accelerating Innovation and Growth Entrepreneurship Project” (Project), to contribute to the country’s growth and competitiveness by improving (i) relevance and excellence of scientific research and (ii) innovative entrepreneurship and access to finance for enterprise growth. The Project includes the following three components:

Component 1: Research Sector Reforms – Sub-Component 1.1 - Operationalization of Science Fund including capacity building, and design and implementation of Science Fund grant instruments, and provision of competitive grants to researchers; Sub-Component 1.2 - Research and Development Institutes (RDIs) reforms through independent evaluation, preparation and implementation of transformation plans, as well as policy development support to Ministry; Component 1.3 - 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

## **Scope of Work**

Following are the specific tasks and responsibilities of the engagement of the Consultant:

1. Support to the Project Implementation Unit (PIU) and The Ministry of Science, Technological Development and Innovation (NITRA) in overall Sub-component 1.2 monitoring and evaluation (M&E) activities by collecting relevant data and tracking relevant indicators to keep the M&E system of the RDIs transformation accurate and up-to-date;
2. Develop additional M&E sub-indicators and approaches relevant to target outputs of the Sub-component 1.2 on as needed basis and as requested by the Project Manager;
3. Participate in capacity-building activities on M&E topics of institutions involved in the Project, in collaboration with World Bank M&E specialists;
4. Data collection for the progress reports and performance reviews as required by the PIU;
5. Prepare brief summary reports following each progress report and performance reviews describing the efficacy of the Sub-component 1.2. supported activities;

6. Administrative and technical support to the PIU in the implementation of the following tasks related to Sub-component 1.2:
  - Collection of reports and performance indicators and further development of sub-indicators relevant to project reporting and policy planning;
  - Development of relevant progress reports as required by NITRA/PIU and World Bank;
  - Maintaining and further refining the monitoring matrix, reporting/analytical tools and data collection from RDIs;
  - Participation at the relevant meetings;
  - Perform other duties as required by the Project Manager;
7. Perform other duties in support of Project implementation as required by the Project Manager.

### **Timing and Duration**

The Consultant will be engaged on a part-time basis until September 30, 2025.

The expected time effort for the assignment is 90 working days. Depending on the need and performance, there is a possibility of increasing the time effort, as well as extending the contract duration following the expected Project extension based on the Additional Financing.

### **Required experience and qualifications**

- Postgraduate academic or professional degree (master's degree, specialist academic degree, or specialist professional degree);
- At least 3 years of relevant professional experience in data analytics and project management;
- Working experience in planning and performance measurement, including indicator selection, target setting, reporting, and developing M&E and performance monitoring plans;
- Experience in implementation of at least one project implemented/funded by the World Bank or other international organization;
- Working experience with databases generating different kinds of reports and analysis, including visual presentations of data;
- Experience in the public research sector would be considered as an advantage;
- Excellent spoken and written English and Serbian;
- Advanced computer skills and the usage of data analytics tools/software (e.g. Tableau) are highly desirable.

The detailed Terms of Reference for the above referenced consulting services is posted on the website of the NITRA <https://www.nitra.gov.rs/cir/inovacije/projekat-saige>.

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:

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

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 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.

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 07, 2025, 12:00 hours, noon**, local time. 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**).

Contact:	E-mail:	Address:
To:	<a href="mailto:ljiljana.krejovic@mfin.gov.rs">ljiljana.krejovic@mfin.gov.rs</a> Ms Ljiljana Krejovic Procurement Specialist	Ministry of Finance Central Fiduciary Unit 53 Balkanska St
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