

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

**Republic of Serbia
Ministry of Education, Science and Technological Development (MoESTD)
INCLUSIVE EARLY CHILDHOOD EDUCATION AND CARE PROJECT
Loan No. IBRD86930**

The Republic of Serbia has received financing from the World Bank (Bank) toward the cost of the Inclusive Early Childhood Education and Care (ECEC) Project and intends to apply part of the proceeds of this loan funds to payments under the contract:

**ELECTRICAL ENGINEER
(full time consultancy)
reference number: SER-ECEC-8693YF-IC-CS-19-37**

Tasks and responsibilities are:

- Provide technical support to the Project Component 1 team and to MoESTD in relation to the electrical engineering in procurement of works, goods and services within the Component 1;
- Provide overall technical assistance to the selected construction, reconstruction or upgrading projects, from their planning to implementation and monitoring;
- Ensure that all design work and specifications related to electrical items are developed in accordance with the construction norms of the Republic of Serbia;
- Preparing the Terms of Reference and/or technical specifications for procurement of goods, works and services, per request of the Project Coordinator for Component One;
- Participate in monitoring of preparation of the designs of the model kindergartens and in further adjustments of the specific projects;
- Review project proposals, including the tender drawing for electrical items with any required detail and all required specification related to electrical trade, checking technical accuracy (including if all planning and building approvals related to electrical trade required by the Republic of Serbia legislation are obtained) and cost effectiveness of the project proposals;
- Ensure that effective quality control systems are in place and that contractors work is in compliance with technical specifications and quality standards of the Republic of Serbia and the World Bank;
- Monitor and supervise contract implementation and on-site works from his/her field of expertise;
- Upon request of the Project Coordinator for Component One, visit and review construction sites and provide technical input;
- Regularly reporting to the Project Coordinator for Component One on on-site projects implementation;

- Providing technical advice from his/her field of expertise on issuing provisional and/or final acceptance certificates for works on each site;
- Assisting the Project Coordinator for Component One in producing the overall project implementation reports to the MoESTD and the World Bank;
- Other tasks related to the Project at the request of the Project Coordinator for Component One, PMU Director and/or the MoESTD official responsible for the Project.

Following is **required**:

- University degree in the field of electrical engineering;
- Possession of professional license;
- At least 5 (five) years of relevant professional experience in electrical engineering, including experience in preparation of construction technical documentation, participating in designing various building construction projects, monitoring on-site works, etc;
- Excellent knowledge of the Republic of Serbia legislation pertaining to the electrical works;
- Experience in the process of obtaining necessary legal permits for electrical works;
- Experience in site monitoring teams;
- Experience in dealing with contractors and local partners;
- Working experience in the area of preparation, implementation and monitoring of (re)construction projects;
- Familiarity with the World Bank procurement procedures is preferable;
- Previous experience in the World Bank financed civil work projects is preferable;
- Thorough computer literacy (Windows, MS Office, MS Project, Internet);
- Good command of design and rendering packages (CAD, image enhancement, etc.);
- Excellent writing, communication, and data manipulation skills;
- Fluency in Serbian and good command of English, including oral and written reporting abilities.

Subject to satisfactory performance, the Consultant shall provide full time services until September 30, 2022, with a probation period 6 months. Expected start of services is April, 2019.

The Central Fiduciary Unit (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 following selection criteria with corresponding points will be used for the evaluation procedure:

Qualifications	20 pts
Working experience relevant to the assignment	50 pts
Knowledge of Serbian and English language and computer skills	30 pts

The attention of interested consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers January 2011, revised 2014 ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

The consultant will be selected in accordance with the Individual Consultants method set out in the Consultant Guidelines.

Interested consultants may obtain further information from the CFU at the address below from 08:00 to 15:00 hours.

Expressions of interest **in English language** must be delivered to the e-mail address below by **April 08, 2019, 12:00 Noon**, local time.

When submitting Expressions of interest **please indicate assignment and reference number for which you are applying.**

Central Fiduciary Unit
Ministry of Finance
11000 Belgrade, Serbia
Sremska 3-5
Tel./Fax: +381 11 202 15 87
To: ljljana.krejovic@mfin.gov.rs
Cc: ljljana.dzuver@mfin.gov.rs
Cc: ecec@mpn.gov.rs

TERMS OF REFERENCE

ELECTRICAL ENGINEER

I. Background and objective of the project

Background Information

The Government of Serbia and the World Bank have identified skills development and inclusion of vulnerable groups as strategic priorities for their next phase of cooperation, based on a Systematic Country Diagnostic (SCD) and Country Partnership Framework between the two partners. In particular, the SCD highlights the importance of building human capital to increase labor productivity and enhance social inclusion through closing education enrollment gaps for low-income and Roma students starting in pre-primary. Quality Early Childhood Education and Care (ECEC) programs play a critical role in laying the necessary foundation for skills development early on and for narrowing the equity gap in education access and performance.

The Inclusive Early Childhood Education and Care project also directly contributes to the goals outlined in the Strategy for the Development of Education in Serbia until 2020 (SED 2020) and to its related Action Plan. This strategy, which was adopted in 2012, defines mechanisms for assuring accessibility, quality, and equity in ECEC and sets clear priorities for: (i) increasing coverage; (ii) enhancing quality of the service delivery and outcomes; (iii) increasing efficiency; and (iv) attaining and maintaining relevance for the overall system. The project will directly support these priorities through its various components.

Objective

The objective of the project is to improve access to quality Early Childhood Education and Care, with a focus on children from socially disadvantaged backgrounds for all children ages 0 to 6.5 years. Activities for children ages 3 to 6.5 years focus on increasing access to inclusive quality preschools (i.e. child-centered and with age-appropriate learning opportunities) while also supporting their transition to the early grades of primary education. Activities for younger children, i.e. from birth onwards focus on empowering parents and families to support children's holistic development through increased knowledge about the importance of early stimulation at home and access to relevant services in the community.

The Project is implemented by the Ministry of Education, Science and Technological Development (MoESTD) with the support of Project Management Unit (PMU).

The overall fiduciary responsibilities of the Project, procurement, financial management and disbursement issues, rest on the Central Fiduciary Unit (CFU). The CFU is housed under the Ministry of Finance (MoF) as per the agreement reached between the MoF and the MoESTD.

II. Objective and Scope of the Assignment Required

The main objective of the Project Component 1: Expanding the Supply of Preschools Spaces is to improve access to preschool services for all children ages 3 to 5.5 years, with a focus on the most disadvantaged ones, by increasing the supply of spaces, through building new centers and repurposing or upgrading of existing infrastructure for ECEC programs.

The Electrical Engineer will provide technical support on construction and repurposing or upgrading of facilities during the Project. She/he will work under the overall guidance of the Project Coordinator for

Component One and will interact with employees of PMU, MoESTD (particularly with the sector in charge for investments) and CFU.

Detailed Tasks and Responsibility

Without limiting the generalities of the foregoing, the following are the specific tasks and responsibilities of the Electrical Engineer:

- Provide technical support to the Project Component 1 team and to MoESTD in relation to the electrical engineering in procurement of works, goods and services within the Component 1;
- Provide overall technical assistance to the selected construction, reconstruction or upgrading projects, from their planning to implementation and monitoring;
- Ensure that all design work and specifications related to electrical items are developed in accordance with the construction norms of the Republic of Serbia;
- Preparing the Terms of Reference and/or technical specifications for procurement of goods, works and services, per request of the Project Coordinator for Component One;
- Participate in monitoring of preparation of the designs of the model kindergartens and in further adjustments of the specific projects;
- Review project proposals, including the tender drawing for electrical items with any required detail and all required specification related to electrical trade, checking technical accuracy (including if all planning and building approvals related to electrical trade required by the Republic of Serbia legislation are obtained) and cost effectiveness of the project proposals;
- Ensure that effective quality control systems are in place and that contractors work is in compliance with technical specifications and quality standards of the Republic of Serbia and the World Bank;
- Monitor and supervise contract implementation and on-site works from his/her field of expertise;
- Upon request of the Project Coordinator for Component One, visit and review construction sites and provide technical input;
- Regularly reporting to the Project Coordinator for Component One on on-site projects implementation;
- Providing technical advice from his/her field of expertise on issuing provisional and/or final acceptance certificates for works on each site;
- Assisting the Project Coordinator for Component One in producing the overall project implementation reports to the MoESTD and the World Bank;
- Other tasks related to the Project at the request of the Project Coordinator for Component One, PMU Director and/or the MoESTD official responsible for the Project.

III. Reporting obligations

The Electrical Engineer will work under supervision of and report directly to the Project Coordinator for Component One.

IV. Consultants Qualification

- University degree in the field of electrical engineering;
- Possession of professional license;
- At least 5 (five) years of relevant professional experience in electrical engineering, including experience in preparation of construction technical documentation, participating in designing various building construction projects, monitoring on-site works, etc;

- Excellent knowledge of the Republic of Serbia legislation pertaining to the electrical works;
- Experience in the process of obtaining necessary legal permits for electrical works;
- Experience in site monitoring teams;
- Experience in dealing with contractors and local partners;
- Working experience in the area of preparation, implementation and monitoring of (re)construction projects;
- Familiarity with the World Bank procurement procedures is preferable;
- Previous experience in the World Bank financed civil work projects is preferable;
- Thorough computer literacy (Windows, MS Office, MS Project, Internet);
- Good command of design and rendering packages (CAD, image enhancement, etc.);
- Excellent writing, communication, and data manipulation skills;
- Fluency in Serbian and good command of English, including oral and written reporting abilities.

V. Duration of the assignment

The Consultant shall provide full time services until September 30, 2022, with a probationary period of six (6) months. Expected start of services is April 2019.

VI. Facilities to be provided by the client

The Consultant will be provided with suitable office space, local phone service, appropriate equipment such as PC, printer as well as business mobile number.

VII. Selection method

The selection method is Individual Consultant in accordance with the procedures specified in the Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by the World Bank Borrowers, January 2011 (revised July 2014).