

**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:

**LEGAL SPECIALIST (part term consultancy)
reference number: SER-ECEC-8693YF-IC-CS-18-29**

Tasks and responsibilities of the Legal Specialist are:

- Prepare, review, adjust and monitor the legal preconditions for all procurement aspects of the project implementation to project team within the Component 1;
- Providing the Central Fiduciary Unit (CFU) with legal guidance, assistance and support in preparing procurement related project documentation within the Component 1;
- Participating in project team meetings, providing legal support, proposing adequate instructions and steps in procurement activities within the Component 1;
- Preparation, updating and submission of the project legal preconditions for procurement project activities within Component 1;
- Review, analyze and assist in following up legal implementation of procurement activities for Component 1;
- Participating in preparation of the Project progress report with regard to procurement activities for Component 1;
- Preparation of draft bidding documentation and providing CFU with legal advising with regard to most suitable (fit-for-purpose) procurement methods and procedures for Component 1;
- Providing legal advice and assistance in verifying legal procedures related to procurement and implementation of rules in accordance with the World Bank Guidelines;
- Jointly with CFU liaise with the World Bank procurement staff and obtain all necessary clearances prior to issuing bidding documents or awarding contracts;
- Preparation of draft procurement contracts for Component 1;
- Support and participation in a project-level status reports;
- Other tasks related to the procurement activities at the request of the Project Coordinator for Component One, PMU Director and/or the MoESTD officials responsible for the Project.

For the Legal Specialist following is **required**:

- University degree in Law;
- A Master's Degree in Law appropriate for this assignment shall be an added advantage;
- At least 4 years of professional experience in legal aspects of procurement in accordance with rules and procedures of International Financial Institutions;
- Particular expertise in the use of FIDIC conditions of contract;

- Knowledge of Republic of Serbia laws, regulations and standards;
- Proficient knowledge and understanding of the public procurement principles;
- Thorough computer literacy (Windows, MS Office, MS Project, Internet);
- Excellent writing, communication, and data manipulation skills;
- Ability to work effectively in a team with due diligence and responsibility regarding all aspects of the procurement;
- Fluency in English and Serbian, including oral and written reporting abilities.

The Consultant shall provide part time services for the life of the project, i.e. until December 30, 2022, with a probationary period of six (6) months. The expected time effort for the assignment is up to 8 working days (64 hours) per month. Expected start of services is January 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 **January 03, 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 2021531
To: ljljana.krejovic@mfin.gov.rs
Cc: ljljana.dzuver@mfin.gov.rs
Cc: ecec@mpn.gov.rs