

**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:

**URBAN PLANNING ENGINEER  
(part term consultancy)  
reference number: SER-ECEC-8693YF-IC-CS-18-23**

Jointly with other members of the Component 1 team, the Urban Planning Engineer will support implementation of the Project Component 1.

**Specific tasks and responsibilities** of the Urban Planning Engineer are:

- Provide technical input to the PMU Component 1 team and to MoESTD in relation to the 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;
- Participate in monitoring of preparation of the designs of the model kindergartens and in further adjustments of the specific projects;
- Review of architectural design of each project proposal, checking compliances with the standards of the Republic of Serbia regarding preschool institutions and with the ECEC Project's model kindergartens design;
- Analysis of urban aspects of the project proposals;
- Collecting data related to the projects' urban plans;
- Ensure that all design work and specifications 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;
- Review each construction, reconstruction and/or building upgrading site and providing technical input, if needed;
- Monitor and supervise contract implementation and on-site works from his/her field of expertise;
- Providing technical advice on issuing provisional and/or final acceptance certificates for works on each site;

- 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;
- 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.

For the Urban Planning Engineer following is **required**:

- University degree in the field of architecture (urban planning);
- Possession of professional license;
- At least 7 (seven) years of relevant professional experience in civil engineering, including experience in urban planning, preparation of 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 civil works;
- Experience in the process of obtaining necessary legal permits for civil works;
- 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.

The Consultant shall provide part-time services for an initial period of one year, with a probationary period of six (6) months. Subject to satisfactory performance and workload, the contract may be annually extended for the life of the project, i.e. until December 30, 2022. Estimated time input of the consultant is 180 working days per year (1 working day is maximum 8 working hours). Expected start of services is September 2018.

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.

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 **September 06, 2018, 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**  
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