REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES – FIRMS SELECTION)

**Republic of Serbia**

**Serbia Agriculture Competitive Project (SCAP)**

Project ID No.: P167634

**Assignment Title:**

**STRENGTHENING THE CAPACITY OF THE MAFWM FOR MANAGEMENT OF IСТ RELATED ACTIVITIES AND PROJECTS THROUGH DEVELOPMENT OF COMPREHENSIVE ICT GOVERNANCE AND COMPLIANCE FRAMEWORK**

**Reference No.: SER-SCAP-CQS-CS-24-104**

The Republic of Serbia has received financing from the World Bank toward the cost of the Serbia Agriculture Competitive Project (SCAP) and intends to apply part of the proceeds for consulting services. The primary objective of this assignment is to procure a qualified Consultant (firm) with specialized expertise in digital design, web development, and project management.

**Scope of Services**

The scope of work entails thoroughly reviewing and reconciling existing rulebooks, guidelines, and procedures within the Client, identifying areas for improvement. This process involves an analysis of current rulebooks and practices to ensure consistency and accuracy. Additionally, based on best practices and industry standards, the Consultant will propose improvements aimed at optimizing the efficiency, clarity, and effectiveness of the overall ICT within the Client. The final deliverables will include a comprehensive analysis outlining the reconciliation process, highlighting discrepancies, and providing actionable recommendations for enhancing the rulebooks in line with established best practices. Once developed the set of documents will also be used to help DAP in the Certification Alignment with SRPS/ISO 27001. The consultancy will encompass the full development of the following set of documents as described below:

* Rulebook on Management of ICT Projects
* Rulebook on the Regulation of Project Deliverables
* List of Standards for the Development of Software Solutions
* Rulebook on Policies and Procedures for Change Management of Hardware, System and Software Solutions
* Risk Assessment Methodology
* Policy and Procedures for Creation of Backup
* Security Policies Defining the Framework for Information System Security
* Adoption of interoperability framework
* Training Needs Assessment
* Guiding the Certification of the Directorate for Agrarian Payment – alignment with the SRPS/ISO 27001

**Required Consultant’s (company) qualifications**

The assignment will require a qualified consulting company or a joint venture (Consultant) that can demonstrate capabilities to develop strategic and policy documentation.

The following criteria will be applied to all Consultants that have submitted their expression of interest:

* The Consultant has more than 5 years of experience in development programs and consulting services in carrying out integration of digital technologies in all spheres of business including Analysis of Legal Framework, ICT business analysis, assessment of the current state of ICT, formulating strategic directions and alternatives on development, process improvements, and business workflow automatization.
* The Consultant has implemented and successfully completed, during the last five years, at least 2 (two) contracts that include any of the following tasks: ICT business analysis, assessment of the current state of ICT, preparation of functional/technical documents, formulating strategic directions and alternatives on development capacity building of organizations.
* The Consultant should demonstrate proven experience in international cooperation projects, with emphasis on the digitalization and improvement of the strategic and policy planning process and reporting and in the Public Sector Area Projects (experience in agricultural projects will be considered an advantage).

Key Experts will not be evaluated at the shortlisting stage.

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| General Experience of the Firm | 30 points |
| Specific Experience of the Firm Related to the Assignment | 70 points |
| **TOTAL:** | **100 POINTS** |

The detailed Terms of Reference for the above referenced assignment is posted on the website of the Ministry of Agriculture, Forestry and Water Management (MAFWM): <http://www.minpolj.gov.rs/category/javni-pozivi/>.

The Consultant will be selected in accordance with consultant`s Qualifications Based Selection (CQS) as set out in the **World Bank’s Procurement Regulations for IPF Borrowers – Procurement in Investment Project Financing Goods, World, Non-Consulting and Consulting Services, July 2016, revised November 2017, August 2018** (“the Regulations”). The Consultant that obtains the highest score during evaluation of expressions of interest will be invited to submit technical and financial proposals.

The attention of interested Consultants is drawn to paragraphs 3.14, 3.16 and 3.17 of the Regulations setting forth the World Bank’s policy on conflict of interest.

The Central Fiduciary Unit 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.

Expressions of interest in English language must be delivered in a written form to the **e-mail** below by **September 25, 2024, 12:00 hrs, noon,** local time.

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

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| **Contact:** | **E–mail:** | **Address:** |
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