REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES – FIRMS SELECTION)

**Republic of Serbia**

**Serbia Agriculture Competitive Project (SCAP)**

**Project ID No.: P167634**

**Assignment Title:**

**Strengthening capacities and corporate management in agricultural extension advisory services in Autonomous Province of Vojvodina**

**Reference No.: SER-SCAP-CQS-CS-24-88**

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 specific functions and responsibilities of the Consultant are as follows:

* Develop a methodology for Organizational-functional analysis for the agricultural advisory and extension services (hereafter: PSS) in APV, with subsequent approval by the designated authority.
* Produce Organizational-functional analysis reports for each of the 13 PSS in APV:
  + PSS Agricultural station d.o.o. Novi Sad, with
  + PSS Agrozavod d.o.o. Vrsac,
  + PSS Bačka Topola d.o.o. Bačka Topola,
  + PSS Ruma d.o.o. Ruma,
  + PSS Sombor d.o.o. Sombor,
  + PSS Senta d.o.o. Senta,
  + PSSS Subotica a.d. Subotica,
  + PSSS Vrbas d.o.o. Vrbas,
  + PSS Zrenjanin d.o.o. Zrenjanin,
  + PSS Kikinda d.o.o. Kikinda,
  + PSS Sremska Mitrovica d.o.o. Sremska Mitrovica,
  + Research and Development Institute Tamish Pancevo.
* Compile a consolidated report outlining organizational and functional improvement recommendations for all PSS in APV.
* Formulate a methodology for the Analysis and assessment of existing personnel capacities for the PSS in APV, with subsequent approval by the designated authority.
* Generate individual reports on the analysis and assessment of existing personnel capacities for each of the 13 PSS in APV.
* Create a consolidated report with HRM improvement recommendations for all PSS in APV and propose changes to improve their behavioral, functional and technical competencies.
* Establish a methodology for property and assets valuation for the PSS in APV, with subsequent approval by the designated authority.
* Conduct property and assets valuation, providing individual reports for each of the 13 PSS in APV.
* Prepare a consolidated report with property and assets management recommendations for all PSS in APV.
* Design a Dissemination plan for the findings and recommendations, to be approved by the designated authority.
* Organize and conduct workshops to discuss analysis results and share recommendations for each of the 13 PSS in APV.
* Produce a printed publication to summarize and share the project results of the analyses.
* Dissemination of results with all of the PSS in the Republic of Serbia as a role model for further improvement
* Host a final conference to disseminate the overall project results and encourage the implementation of the recommendations.

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

The Consultant is required to meet the following conditions:

* Experience in developing methodologies in the field of functional analysis, organizational, management and financial projects (minimum 3 projects)
* Experience in undertaking functional analyses, organizational models of management and financial processes (minimum 3 projects)
* Experience in monitoring and evaluating change management models in the private and public sector, will be considered as an advantage (minimum of 3 projects)
* Experience with public authorities and local self-government units, will be considered as an advantage (minimum 1 project).

The Consultant should propose minimum key staff:

**Senior analysts from the field of agriculture (2 experts)**

* PhD Degree in natural or biotechnical sciences or similar relevant area;
* Minimum 15 years of relevant professional experience in agricultural field;
* Minimum 10 years of working experience in national and international projects in relation to agriculture and rural development area
* Relevant experience in education and trainings for Advisory Services;
* At least one project accomplished in cooperation with the Advisory Services
* Work experience with multilevel governance / local authorities dealing with agriculture and rural development will be considered an asset,
* Fluency in English language (minimum B2-level) or equivalent; knowledge of Serbian language is preferable

**Senior Functional analysts (2 experts)**

* University Degree in law, agro economy, management or similar relevant area;
* Minimum 15 years of relevant professional experience in organizational development and systematization of jobs;
* Minimum 2 years of working experience in agriculture and rural development area, preferably in APV;
* Relevant experience in at least 3 donor funded projects in organizational development;
* Work experience in at least 2 projects for design of organization and functional analysis in public sector in Serbia;
* Work experience in at least 1 project for change management and implementation of capacity-building/training programs for agricultural and rural development policy
* Experience in strategic planning, project management and planning techniques and tools will be considered an asset,
* Experience in implementation of project financed by the World Bank will be considered an asset
* Work experience with multilevel governance / local authorities dealing with agriculture and rural development will be considered an asset,
* Fluency in English language (minimum B2-level) or equivalent; knowledge of Serbian language is preferable

**Senior HRM specialist (1 experts)**

* University Degree in psychology, law, management or similar relevant area;
* Minimum 15 years of relevant professional experience in HRM;
* Minimum 5 years of working experience in competency framework development;
* Relevant experience in at least 3 donor funded projects in HRM;
* Work experience in at least 1 projects for design of organization and functional analysis in public sector in Serbia;
* Experience with the HRM planning, project management and planning techniques and tools will be considered an asset,
* Experience in implementation of project financed by the World Bank will be considered an asset
* Work experience with multilevel governance / local authorities dealing with agriculture and rural development will be considered an asset,
* Fluency in English language (minimum B2-level) or equivalent; knowledge of Serbian language is preferable

**Senior Financial analysts (1 expert)**

* University Degree in economy, finance or similar relevant area;
* Minimum 10 years of relevant professional experience in Finance analysis in or for public sector institutions;
* At least 5 years of experience in strategic planning, budgeting of capital projects and implementation of plans and projects;
* Experience in implementation of project financed by the World Bank will be considered an asset
* Work experience with multilevel governance / local authorities dealing with agriculture and rural development will be considered an asset,
* Fluency in English language (minimum B2-level) or equivalent; knowledge of Serbian language is preferable

**Junior Functional analysts and HRM Consultant (1 expert)**

* University Degree in law, management or similar relevant area;
* Minimum 2 years of relevant professional experience in organizational development and/or HRM;
* Work experience in at least 1 project for design of organization and functional analysis in public sector in Serbia;
* Experience in implementation of project financed by the World Bank will be considered an asset
* Work experience with multilevel governance / local authorities dealing with agriculture and rural development will be considered an asset,
* Fluency in English language (minimum B2-level) or equivalent; knowledge of Serbian language is preferable.

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 **November 11, 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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