

REQUEST FOR EXPRESSIONS OF INTEREST CONSULTING SERVICES – INDIVIDUAL CONSULTANT

Republic of Serbia

STATE OWNED FINANCIAL INSTITUTIONS STRENGTHENING PROJECT (SOFI)

Project ID No. P156837

Assignment Title:

Individual Consultant (Local part time) – Technical Assistance Consultant, Reference No. SER-SOFI-IC-CS-21-28

The Republic of Serbia has received financing in the amount of US\$ 50,000,000 equivalent from the World Bank toward the cost of the SOFI Project, and it intends to apply part of the proceeds to payments for consulting services to be procured under this project. This project will be jointly financed by the Ministry of Finance of Serbia (MoF) in the amount of US\$ 6,000,000.

The scope of work of the Technical Assistance Consultant shall include, but not be limited to the following:

- Assist in organization and coordination of the MoFFS and the institutions that will be involved in the project during its preparation (Ministry of Economy, National Bank of Serbia, Securities Commission, Central Securities Depository and Clearing House, Treasury, Belgrade Stock Exchange and Serbian Development Agency);
- To actively participate in preparation of the PP and PPSD, and to assist in preparation of PAD, POM, as well as other relevant documentation;
- To coordinate work of ESMP consultant
- Support in organizing and scheduling meetings and appointments for the Project preparation;
- Assist in drafting Minutes of the Meetings;
- Support in preparation of documents for meetings
- Produce and distribute correspondence memos, letters, faxes and forms
- Perform other duties in support of project preparation and implementation, as required

The Consultant will provide part time service for a period of 6 months, with estimated time input of 48 person-days. It is envisaged that up to 8 business days per month will be sufficient. The contract may be expended subject to MoF needs and satisfactory performance of the Consultant.

Required qualifications and skills:

- Bachelor/Master degree;
- Minimum of 5 years of relevant professional experience in procurement;
- Previous experience with World Bank/other IFI – funded programs-projects;
- Fluent written and spoken Serbian and English;
- Computer skills, including word processing and spreadsheets.
- Proven communication and organizational skills;

The Central Fiduciary Unit (CFU) of the MoF 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 (scanned diplomas to be sent with CV).

The evaluation criteria for each assignment:

- Specific Experience relevant to the Assignment (60 Points)
- Qualifications and Competence relevant to the Assignment (40 Points)

The attention of interested Consultants is drawn to paragraph 3.16 and 3.17 of 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*** (“the Regulations”) setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the *Open Competitive Selection of Individual Consultants* as set out in the Regulations.

Further information can be obtained at the address below during office hours 09:00 to 15:00 hours.

Expressions of interest in English language must be delivered in a written form to the **e-mail address below, by December 27, 2021, 12:00 hours, noon**, local time.

Contact:	E-mail:	Address:
To:	zorica.petrovic@mfin.gov.rs Ms. Zorica Petrovic Procurement Specialist	Ministry of Finance Central Fiduciary Unit 3-5 Sremska St 11000 Belgrade, Serbia
Cc:	liljana.dzuver@mfin.gov.rs ognjen.popovic@mfin.gov.rs	Tel/Fax: (+381 11) 202-15-30

TERMS OF REFERENCE
Technical Assistance Consultant

1. Background

The International Bank for Reconstruction and Development (hereinafter: the IBRD) has granted to the Republic of Serbia (hereinafter: RoS) a EUR 40.1 million results-based loan to finance the State-Owned Financial Institutions Strengthening Project (hereinafter: the Project) with its implementation period lasting four years. According to the Loan Agreement, the disbursement of about EUR 34.57 million of the loan amount will be through several installments based on achieving respective Disbursement Linked Results (hereinafter: the DLRs). Within the Project IBRD also provides a technical assistance component of EUR 5.43 million to help with the achievement of the DLRs. The technical assistance component also includes consulting services which should help develop capacity of the Ministry of Finance (hereinafter: the MoF) as one of the competent bodies for creating financial stability in the RoS through stabilization of the banking sector, especially with respect to state-owned institutions.

The Ministry of Finance of the RoS (hereinafter: the MoF) is the implementing entity responsible for all technical aspects of implementation of the Project. The Project provides financing for technical assistance (hereinafter: the TA) for strengthening institutional capacity through Component 2, in support of the achievement of the agreed DLRs. Component 2, among other things, includes funding of individual consultants which will be engaged to help the MoF unit of Financial Sector (hereinafter: the MoFFS) to meet respective DLRs, as the unit in charge for overseeing the RoS financial sector. The Project provides that MoFFS shall be the unit within the MoF responsible for collecting data required for monitoring and evaluation and coordination of the Project's activities related to fulfillment of the DLRs.

The Project implementation by the MoFFS and preparation of new project referring to the Capital Market with its current resources could impact preparation of the new Capital Market project, so recruitment of additional consultants under the TA component of the Project represents a necessity. In accordance with the organization structure of the MoFFS, its constituent Group for securities and capital markets in particular, is primarily competent for carrying out activities related to the preparation of the new Capital Market project, normative tasks related to the comprehensive tax analysis, analysis of laws and other regulations governing the issuance and trading of securities and other financial instruments, business and legal position of stock exchanges, investment funds, voluntary pension funds and other participants in the financial market, takeover of joint stock companies, and harmonization of regulations in the field of securities and capital markets with the standards of international organizations, agreements and conventions; tasks related to the work of the body formed for the supervision of participants in the securities market, as well as professional organizations in this field, as well as other tasks. Having in mind that the abovementioned Group is currently understaffed with an experienced expert in the field of preparation of documents for applying for the new Capital Market project, the engagement of consultant is very important for the new Project preparation in good manner with focus on strengthening the MoFFS's capacity to properly improve Serbian capital markets and State owned Financial Institutions (hereinafter: the SOFIs).

The main objective of the Project is to improve the performance of Banka Postanska Stedionica AD Beograd (hereinafter: BPS) and promote the reform of Development Finance Institutions. Within that broader objective, further development of the financial sector and the capital markets are important. The consensus amongst all major players is that capital markets in Serbia are shallow and relatively underdeveloped. Despite showing some promise in the early 2000's, capital markets never truly recovered from the financial crisis of 2007-2008. A recent study of capital markets in Serbia, conducted by the World Bank in cooperation with all relevant local institutions (Ministry of Finance, National Bank of Serbia, Securities Commission, Central Securities Depository and Clearing House, Treasury, Belgrade Stock Exchange, etc.), concluded that the core challenges lie within the following areas:

Precondition for the development of capital markets are not fully in place, as both demand and supply sides remain shallow:

Republic of Serbia
Ministry of Finance
IBRD Loan 8832-YF
State-Owned Financial Institutions Strengthening Project

- On the demand side, the institutional investor base is thin; the aggregate size of mutual funds and voluntary pension funds is less than 1.5 percent of GDP, and improvements must be made to allow for and stimulate its growth;
- On the supply side, apart from the government bond market which is performing reasonably well, there is a complete absence of affordable financial instruments that could provide an alternative to the domestic banking sector;
- Investing in financial education so as to mobilize savings for long term finance;
- Improvements to administrative procedures and cross-institutional pricing necessary to improve attractiveness of existing and planned financial instruments.

Given the aforementioned, the Ministry of Finance spearheaded the capital markets development efforts by establishing a Working Group tasked with creating a strategy for capital markets development. The Working Group has a broad institutional support, with representatives of the Ministry of Economy, National Bank of Serbia, Securities Commission, Central Securities Depository and Clearing House, Treasury, Belgrade Stock Exchange and Serbian Development Agency actively involved.

In line with that the Capital Market Development Strategy for the period 2021-2026 has been adopted by the Government on its session held on October 21, 2021. Mentioned strategy will lay foundation for the development of regulatory, institutional and support frameworks aimed at strengthening the Serbian capital market in service of increased economic activity and growth in the coming decade.

2. Objectives of the Assignment

The objective of the assignment is to support/assist the MoFFS, and in particular, the Group for securities and capital markets, in carrying out administrative activities related to the preparation of the new Capital Market project. Preparation phase of any new project requires close cooperation, communication and coordination among all stakeholders. Prior to signing of Loan Agreement, the following documents are to be drafted, negotiated and finalized, such as Project Appraisal Document (PAD), Procurement Plan (PP), Project Procurement Strategy Document (PPSD), Project Operational Manual (POM).

Having in mind that the abovementioned Group is currently understaffed in the field of preparation of documents for applying for the new Capital Market project, the engagement of this consultant will facilitate smooth implementation of the preparation phase for the new Project.

3. Scope of Work

Generally, the Consultant will be responsible for providing administrative support to ensure efficient implementation of the preparation phase for the new Project. His/her support/assistance will be provided through a variety of tasks related to organization and communication. The Consultant will be responsible for confidential and time sensitive material, and will perform activities which are focused on assistance in preparation of all documentation required for the preparation of the new Capital Market project.

The scope of work of the consultant shall include, but not be limited to the following:

- Assist in organization and coordination of the MoFFS and the institutions that will be involved in the project during its preparation (Ministry of Economy, National Bank of Serbia, Securities Commission, Central Securities Depository and Clearing House, Treasury, Belgrade Stock Exchange and Serbian Development Agency);
- To actively participate in preparation of the PP and PPSD, and to assist in preparation of PAD, POM, as well as other relevant documentation;
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- Support in preparation of documents for meetings

- Produce and distribute correspondence memos, letters, faxes and forms
- Perform other duties in support of project preparation and implementation, as required.

4. Experience and Qualifications

The Consultant suitable for this position should have the following qualifications:

- Bachelor/Master degree;
- Minimum of 5 years of relevant professional experience in procurement;
- Previous experience with World Bank/other IFI – funded programs-projects;
- Fluent written and spoken Serbian and English;
- Computer skills, including word processing and spreadsheets.
- Proven communication and organizational skills;

5. Timing and duration

The Consultant will provide part time service for a period of 6 months, with estimated time input of 48 person-days. It is envisaged that up to 8 business days per month will be sufficient. The contract may be expended subject to MoF needs and satisfactory performance of the Consultant.

6. Reporting requirements

The Consultant will report to and work under the direct supervision of the Assistant minister in charge.

7. Facilities to be provided to the Consultant

MoF will provide the Consultant with suitable office space and office equipment (PC, telephone, internet connection, etc.) and access to office services as required.

8. Confidentiality

The Consultant undertakes to maintain confidentiality on all information that is not in the public domain and shall not be involved in another assignment that represents a conflict of interest to the prevailing assignment.

9. Selection of Consultant

The Consultant will be selected applying Open competitive method.

The candidates will be evaluated applying the following evaluation criteria:

- Qualifications and General experience (40 Points)
- Specific Experience relevant to the Assignment (60 Points)

The Consultant must be eligible and his/her selection does not create any conflict of interest as provided in the Bank`s Procurement Regulations.

10. Contractual Arrangements

The contract, in the form of the Standard World Bank Time-Based Contract for Small Assignments, will be entered into between the Consultant and the MoF as a Client.