

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES – INDIVIDUAL SELECTION)**

**REPUBLIC OF SERBIA**

**SERBIA TECHNICAL ASSISTANCE FOR REFORM OF CORPORATE FINANCIAL REPORTING PROJECT**

**GRANT NO. TFOA2080, P154862**

**Assignment Title: Project Coordinator**

**Reference No.** (as per Procurement Plan): RCFR2/2.1./2016

The Republic of Serbia has received financing from the International Bank for Reconstruction and Development/International Development Association ("World Bank"), acting as administrator of grant funds provided under the Europe Program for Accounting and Institutional Strengthening (REPARIS) (TF071151) toward the cost of the **Serbia Technical Assistance for Reform of Corporate Financial Reporting Project** (STAR-CFR), and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include timely and effective coordination and implementation of the Project; in cooperation with the MoF and the Project Management Unit, i.e. Central Fiduciary Unit (CFU) effective administration and financing of the project. More specifically, Project Coordinator will:

- ensure coordination between beneficiaries and consultants in implementing the project;
- ensure optimal cooperation of beneficiaries with regard to implementation of all project components;
- provide continuous administrative support to Steering Committee (SC) during project;
- continuously inform, prepare and submit reports (in both Serbian and English) for the SC and/or the MoF and/or the Swiss Government and/or the World Bank, as required, of all project activities with their indicators and deadlines;
- in cooperation with MoF, SC, World Bank and CFU be involved in preparation of the draft Terms of Reference for project sub-components;
- supervise the procurement process, in particular the selection of consultants and produce adequate reports thereon;
- facilitate contract negotiations for the selection of consultants;
- supervise the work of selected consultants, particularly with regard to observation of set deadlines, receipt of required interim reports and completion of other contracted activities, as the case may be, and produce appropriate supervision reports thereon;
- supervise the financial management and administration of the project;
- work on any other relevant activities as instructed by the Head of the Accounting and Audit Unit (Department for Financial System in the MoF) and acting Assistant minister in charge for the Department for Financial System.

The Consultant shall provide full time service. Expected date for the commencement of the services: March 1, 2019. Expected end of engagement: December 31, 2019.

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 (scanned diplomas to be sent with CV).

The evaluation criteria for assignment:

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

The Project Coordinator shall have the following expertise and experience:

- university degree in economics, business, finance or law;
- prior work experience (at least three years) covering a combination of professional practice and academy;
- prior work experience on the projects financed by the World Bank, or other international donors, and/or with regard to some public administration authority (preferably the MoF) would be an advantage;
- familiarity with the current Serbian corporate financial reporting and audit legal framework would be an advantage;

- the following skills shared within the team: proven client/people skills, ability to listen and influence, demonstrated capacity to function as a member of a multi-disciplinary team, strong communication skills;
- excellent knowledge of written and spoken English.

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 July 2014) ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

The Consultant will be selected in accordance with IC (Individual Consultant) selection method set out in the Section V of the Consultant Guidelines.

Further information can be obtained at the address below from 0800 to 1500 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, and by e-mail) by January 25, 2019, and they must be prepared in both Serbian and English language.

Ministry of Finance  
Attn: Aleksandar Janjušević  
Head, Accounting and Audit unit  
Kneza Miloša 20, 11000, Belgrade Serbia  
Tel: +381 11 3642-749  
E-mail: [aleksandar.janjusevic@mfin.gov.rs](mailto:aleksandar.janjusevic@mfin.gov.rs)