

REQUEST FOR EXPRESSIONS OF INTEREST CONSULTING SERVICES – INDIVIDUAL CONSULTANT

Republic of Serbia

Serbia Accelerating Innovation and Growth Entrepreneurship (SAIGE AF)

Loan No. 7230-YF

Assignment Title:

- **Public Procurement Experts to Support Scientific Research Organizations (SROs) under the Science for Industry Program – AI Application in Industry through Scientific Partnership – “From Lab to Market” (five part time individual positions), Reference No. SER-SAIGE-IC-CS-26-77**

Serbia has received a loan from the World Bank (Bank), through the “Serbia Accelerating Innovation and Growth Entrepreneurship Project” (Project), to support the strengthening of the Serbian Innovation and Entrepreneurship ecosystem. The main objective of the Project is to improve (i) the relevance and excellence of scientific research; and (ii) innovative entrepreneurship and access to finance for enterprise growth, as a way of contributing to Serbia’s growth and competitiveness. The European Union Instrument for Pre-accession Assistance (IPA-II) is also providing complimentary financing support for the Project. The SAIGE Project Additional Financing, which became operational in May 2025, also aims to scale up the ongoing SAIGE activities and to further enhance innovation capacity through better R&D and entrepreneurship in the areas of Artificial Intelligence (AI) and biotechnology, to increase the country’s competitiveness in global markets.

Objective of the assignment

The objective of the Consultant’s engagement is to provide specialized procurement advisory and implementation support services to beneficiary Scientific Research Organizations (SROs) and the Science Fund (SF), ensuring timely, efficient and legally compliant procurement processes throughout programme implementation.

The Science Fund therefore intends to engage up to (5) Individual Consultants (Public Procurement Experts) who will provide procurement advisory and support services to beneficiary SROs and the Science Fund, ensuring timely, efficient and legally compliant procurement processes throughout programme implementation.

Scope of Work

Each Consultant will be responsible for providing procurement support to a designated portfolio of SROs assigned by the SF. The SF may, at any time during the implementation of the Contract, modify the designated portfolio of SROs and reassign SROs to a Consultant, as it deems necessary, by written instruction.

Specifically, Consultants will:

- Prepare models of procurement documentation in line with Programme requirements and applicable public procurement legislation;
- Develop a short implementation manual including timelines to ensure timely procurement execution;
- Provide support to SROs in preparation of procurement plans and amendments of those plans in accordance with Programme requirements and the Law on Public Procurement;
- Provide support to SROs in preparation of tender documentation and publication of procurement notices for goods and services, with exception of technical specifications;
- Provide support to SROs in opening and evaluation of bids, preparation of evaluation reports, and preparation of contract award decisions;
- Provide support to SROs during contract implementation;
- Conduct desk review of completed procurement procedures to review the documentation, identify apparent compliance gaps and risks, and recommend corrective measures;
- Provide capacity building activities to enhance capabilities of SROs throughout whole implementation period (workshops before launching of procedures, training sessions related to public procurement procedures and contract implementation, online consultations).

Science Fund will provide access to all relevant documents and provide support in engagement with SROs.

Timing and Duration

The Consultants will be engaged on a part-time basis until September 30, 2027.

The expected time effort for each Consultant for this assignment is up to 15 days (i.e., 120 hours) per month depending on the distribution of SROs and implementation needs.

Required experience and qualifications

The Consultants shall possess the following minimum qualifications:

- Advanced university degree in law, economics or technical field;
- Minimum 7 years of professional experience in public procurement in Serbia;
- Extensive experience in implementation of procurement procedures under the Serbian Law on Public Procurement;
- Certificate for a public procurement officer;
- Experience in supporting contracting authorities' procurement implementation and/or working as procurement staff for contracting authorities;
- Excellent communication and coordination skills;
- Knowledge of Serbian and working knowledge of English;

- Specific experience in the support or implementation of procurement of goods and services relevant for the assignment, such as procurement in IT sector, medical sector and procurement of equipment for research purposes, will be considered as advantage.

The detailed Terms of Reference for the above referenced consulting services is posted on the website of the Science Fund <http://fondzanauku.gov.rs/pozivi/>

The Central Fiduciary Unit (CFU) 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.

The evaluation criteria for the assignment:

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

The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the *World Bank's Procurement Regulations for IPF Borrowers – Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services (July 2016, revised November 2017 and August 2018)* ("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 email below, by **September 08, 2026, 12:00 hours, noon**, local time. Interested consultants must provide **Cover Letter** and **CV** representing description of similar assignments, experience in similar conditions and availability of appropriate skills (**scanned diplomas to be sent with CV**).

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