

Republic of Serbia
Republic Geodetic Authority

Real Estate Management Project (REMP)
Consulting services
IBRD Credit No. IBRD 84860

Expressions of Interest

This request for expressions of interest follows the general procurement notice for this project that appeared in Development Business Reference No. WB1798-04/15 of April 15th, 2015.

Republic of Serbia / Republic Geodetic Authority has received a loan from the International Bank for Reconstruction and Development (the Bank) for the realization of the Real Estate Management Project and intends to recruit, on a full time basis, skilled professionals for the up to five years period as a members of the Project implementation unit (PIU):

- Director of the Project Implementation Unit
- Finance and Accounting Officer of the Project Implementation Unit
- Procurement Officer of the Project Implementation Unit

All members of the PIU are responsible for overall project performance and ensuring the project objectives and targets are achieved within the time and costs specified in the Loan Agreement (LA) and Project appraisal document (PAD) and as agreed on the annual work plan and procurement plan.

PIU Director

The PIU Director will be responsible for supervision and coordination of a team of permanent and temporary consultants recruited to fulfill certain tasks within the project; organizes, unifies and streamlines work of PIU employees, controls their work; organize and participates to Project Steering Committee (PSC) and Project Council (PC) meetings; reports to the Director of the RGA; reports to the Bank and other tasks defined by the Project operational manual (POM) and it's Terms of Reference (ToR).

The following are the minimum requirements: university degree in geodesy, economy, management, or related field; at least 10 years of proven working experience; at least 5-year proven working experience of managing the World Bank, EU projects or other projects financed by IFIs or donors and development institutions; proven experience and leader leadership skills in managing multi-task teams; strong computer skills (OS Windows, MS Office, Internet); good knowledge of the procurement procedures according to The World Bank rules; EU rules or other international rules; fluent in both Serbian and English (written and spoken)and valid driver's license. Experience in managing a World-Bank financed projects is an advantage.

Financial Management Specialist

The Financial Management Specialist will be responsible for finance operations including, disbursement and payment, financial planning and accounting records. Also, it will contribute to Project financial auditing, managing Project financial reports, consolidation procedures and to perform other tasks defined by its TOR. The Finance and Accounting Officer for the PIU will work within a multi-discipline team of permanent and temporary consultants recruited to fulfill certain tasks within the project led by the PIU Director and other tasks defined by the POM and the relevant ToR.

The following are the minimum requirements: university degree in economics, accounting or a closely related field; knowledge of rules of financial and accounting operations, settlements and procedures of material and technical supplies within public institutions, organizations according to

both national and international standards; at least a 5-year operational experience in the financial management and accounting in the private sector or public institutions, organizations; strong computer skills (OS Windows, MS Office, Internet); fluent in both Serbian and English (written and spoken) and valid driver's license. Experience in financial management under World-Bank financed projects is an advantage.

Procurement Specialist

The Procurement Specialist for the PIU will work within a multi-discipline team of permanent and temporary consultants recruited to fulfill certain tasks within the project, and led by the PIU Director.

The services of Procurement Specialist include preparation of procurement plans and reports, preparation of tender documents and successful implementation of all components of the project including contracting, reporting and other tasks defined by the Project Operational Manual (POM) and relevant ToR.

The following are the minimum requirements:: university degree; at least 8 years working experience; at least 5-year experience of carrying out procurement according to the World Bank, EU procurement rules or other international procurement rules; experience of working with an international team of consultants, including working in a "virtual" team; strong computer skills (OS Windows, MS Office, Internet); fluent in both Serbian and English (written and spoken); commitment and ability to work in multi-task team environment and valid driver's license. Experience in procurement under World Bank-financed projects is an advantage.

Republic Geodetic Authority now invites eligible consultants to indicate their interest in any of the three (3) above consulting positions. Interested consultants must provide Cover Letter and CV representing description of similar assignments, experience in similar conditions and availability of appropriate skills.

A consultant will be selected in accordance with the procedures for the Selection of the Individual Consultants (IC) in the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers, January 2011 (revised July 2014).

Interested consultants may obtain further information at the address below, during working days, from 09:00 to 15:00 hours.

Expressions of interest in English language must be delivered to the address below by **May 26, 2015, 12:00 AM**.

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

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