

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES- FIRMS SELECTION)**

**REPUBLIC OF SERBIA
COMPETITIVENESS AND JOBS PROJECT
Loan No. 8528 YF**

**Assignment Title: EVALUATION OF INNOVATION FUND'S MINI GRANTS, MATCHING GRANTS,
COLLABORATIVE GRANT SCHEME AND TECHNOLOGY TRANSFER PROGRAMS**

Reference No. (as per Procurement Plan): 3A.3.7.

Serbia has received a loan from the International Bank for Reconstruction and Development (Bank) in the amount of EUR 89,500,000 to improve the competitiveness and employment toward the cost of the Competitiveness and Jobs Project (Project) and intends to apply part of the proceeds to for consulting services.

The scope of the assignment for consulting services includes:

Background: The Project involves three ministries— the Ministry of Economy (MoE) (plus its development agencies), Ministry of Education, Science and Technological Development (MoESTD), and Ministry of Labor, Employment, Veteran and Social Affairs (MoLEVSA) and the Public Policy Secretariat (PPS) in the implementation and coordination role. Under Project framework, the three Ministries and participating agencies, with leadership and support from the PPS, are responsible to set performance targets on competitiveness and jobs, monitor and evaluate progress, conduct analysis, and contribute to policy development in the Republic of Serbia. The Project is expected to lead to better designed and coordinated policies, since it is anticipated that, through the Project implementation, they will become part of a clear, strategic framework with a robust monitoring and evaluation (M&E) system.

The Public Policy Secretariat is responsible, in close cooperation with participating institutions, for coordinating the Project implementation including gathering and processing of results of the monitoring, reporting, fiduciary functions and safeguard procedures. The Project Implementation Unit (PIU) is established in the PPS as a technical coordination unit of the Project.

Subject assignment belongs to the Part B of the Project as technical support for implementation of the Component "A2. Innovation" which supports the implementation of the Republic of Serbia program for strengthening enterprise innovation, collaborative grants, enhancing technology transfer and improvement of the performance of the research sector towards economy and society. The focus of this Component is the support for the implementation of the Mini and Matching Grants programs and the Collaborative Grant Scheme (MGs program), Technology Transfer Program and Innovation Voucher Scheme through the Innovation Fund (IF).

Objective: The primary objective of this assignment is to conduct evaluation of the IF on-going MGs program, the Technology Transfer Program (TTF Program) and the Innovation Vouchers Scheme, based on Project Development Objectives (PDOs) defined in the Restructuring Paper of the Project and best international practices. This evaluation should include both the evaluation of the implementation process, as well as the program outcomes and impact of such programs. Second objective is to review and improve the existing monitoring tools for all the IF on-going programs following international best practices. The ultimate aim of existing monitoring tools review is to propose new mechanisms in order to generate/contribute to enhanced outputs and sustainable outcomes and impacts

Activities:

- Review and evaluate the implementation (relevance, efficiency, effectiveness, sustainability, impact, etc.) of the IF programs: Mini Grants Program, Matching Grants Program, Collaborative Grant Scheme Program (MGs program), Technology Transfer Program, and Innovation Vouchers Scheme. This should include all activities such as program designs, promotional activities, procurement and environmental aspects, application procedures (e.g., contractual templates, application submission process, operation of IF's portal, etc.), award selection process (e.g., IF's eligibility review, peer review and operations of the Investment Committee/Decision Committee (e.g., membership selection, independence, decision

making, etc.), disbursements, reporting, project milestones, management of the grievance process, questionnaires, interviews as applicable).

- Based on above evaluation, make appropriate and detailed suggestions/recommendations for the improvement of at every stage of all these programs including the design, promotion, eligibility, selection, reporting, milestones, disbursements, M&E process, outcomes and impact, etc.
- Review existing Monitoring system for all programs including data collection, forms, tools and provide recommendations to improve the current/existing monitoring tools for these programs;
- Establish procedures and data collection system and analytical tools for long term independent impact evaluation of all financing programs including design of data collection process to include schedules, logistics and methodologies, in order to enable the IF to flawlessly manage data collection;
- Analyze and interpret qualitative and quantitative data to simulate potential aggregate MGs Program and TTF Program impact;
- Produce draft and final M&E reports for all Programs (which describe established M&E mechanisms and results of the evaluation process);
- Assess the impact and outcome of the MGs program from 2011 and the TTF program and Innovation Vouchers Scheme;
- Assess IF's capacity to design, implement and evaluate its support programs and suggest areas for improvements, especially as IF scales up and expands the scope of its programs;
- Conduct training of the select IF staff (at least three Program Manager and at least three Associate/Senior Associate) in M&E and impact assessment to ensure/improve building long-term capacity established in the IF to monitor and evaluate existing and future support programs. It is envisioned that the training will last for at least 3 days.

Duration: The Consulting firm is expected to be engaged for approximately 140-man days over a period of 6 months.

The Terms of Reference for this assignment can be found at the following link: <https://bit.ly/2UuwaJ7>

For the purpose of this assignment, the PPS wishes to engage the **services of a Consulting firm.**

The PIU of the PPS now invites eligible Consulting firms to indicate their interest in providing the services. Interested Consulting firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

The shortlisting criteria are:

The Consulting firm must possess following qualifications:

- Be a legal entity
- At least seven (7) years of general experience in designing and conducting monitoring and evaluation is required.
- At least five (5) years of specific experience in providing similar services in developing countries, involving innovation support programs (experience in similar assignments financed by the World Bank is desirable).
- Proven record on successful completion of at least (three) 3 assignments in conducting monitoring and evaluation including experience in the field of evaluating R&D and innovation support programs implemented by the public sector institutions is required.
- The Consultant should have capacity to assign a qualified and experienced team that will work on this assignment including at least one Lead Expert, one M&E Specialist and one Junior Associate. Lead Expert and Junior Associate needs to be in-house staff of the Consultant. The qualifications and experience of presented staff should be related to the assignments for developing and implementing monitoring and evaluation for R&D and innovation support programs.

#	Criteria	Weight
1	General experience in the field of the assignment	20
2	Specific experience relevant to the assignment	50

3	Capacity to assign a qualified and experienced team, including at least one Lead Expert, one M&E Specialist and one Junior Associate*.	30
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*The required qualifications and experience of the team is indicated in the Terms of Reference.

Consulting firms may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications, but should indicate clearly whether the association is in the form of joint venture and/or sub consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

Expressions of Interest should contain following information: 1. Profile of the firm including expertise available for the assignment (CVs are not required on this time); 2. Information on general experience (including experience in the field of the assignment, etc.) 3. Specific experience for similar services and supportive material indicating qualification and competence of the firm to perform the services (portfolio, description, proven record on successful completion of at least three relevant assignments, etc.).

The attention of interested Consulting firms 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)., setting forth the World Bank's policy on conflict of interest.

A Consulting firm will be selected in accordance with the **Selection Based on the Consultants' Qualifications (CQS) method** set out in set out in the Section III 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](#).

Further information can be obtained at the address below during office hours: 9:00 -15.00h

Expressions of interest in English language must be sent in a written form by June 11, 2019 15:00 h, local time, in electronic format to the following e-mail: piu@rsjp.gov.rs (cc: milena.kostadinovic@rsjp.gov.rs, snezana.djordjevic@piu.rsjp.gov.rs) with the exact title of the assignment in the "Subject" of the e-mail.

Contact:

Milena Kostadinovic
 Project Implementation Unit
 Public Policy Secretariat
 10 Vojkovicева St
 11000 Belgrade
 Republic of Serbia
 Tel: +381 11 333 41 19
 E-mail: milena.kostadinovic@rsjp.gov.rs