

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

**Republic of Serbia  
Ministry of Education, Science and Technological Development (MoESTD)  
INCLUSIVE EARLY CHILDHOOD EDUCATION AND CARE PROJECT  
Loan No. IBRD86930**

The Republic of Serbia has received financing from the World Bank (Bank) toward the cost of the Inclusive Early Childhood Education and Care (ECEC) Project and intends to apply part of the proceeds of this loan funds to payments under the contract:

**Consultant for Development and Maintenance of Preschool Education and  
Monitoring Information System (EMIS)  
(full term consultancy)  
reference number: SER-ECEC-8693YF-IC-CS-19-30**

**Tasks and responsibilities are:**

- In collaboration with the MoESTD focal point for Component 2 and the Project Coordinator for Component 2, finalize a set of preschool indicators and technically prepare it for inclusion in EMIS reports by reviewing and harmonizing it with new statistics policies and trends;
- Define content and functionalities of reports for different user panels within EMIS for the MoESTD staff;
- Interact between MoESTD and consultants external to ECEC project in process of designing and development EMIS;
- Test developed Preschool EMIS;
- Prepare presentation and present Preschool EMIS to different institutions;
- Develop strategies for Preschool EMIS implementation and training programmes for users;
- Monitor the trial phase of Preschool EMIS implementation;
- Monitor the implementation of Preschool EMIS;
- Provide technical support for preschool institutions;
- Create inputs for EMIS improvement based on user experience;
- Extract data from EMIS upon MoESTD request;
- Prepare reports with preschool indicators periodically;
- Ensure regular EMIS updating;
- Other tasks related to the EMIS at the request of the Project Coordinator for Component 2, PMU Director and/or the MoESTD official responsible for the Project.

Following is **required**:

- University degree in the field of social science;
- A minimum of 2 years of professionally relevant work experience in education policy in Serbia in the area of Early Childhood Education and Care, including large-scale projects in this area;
- Proven knowledge of legal framework in education, with focus on preschool education and care is a plus;
- Experience with international educational statistics and monitoring of educational system;
- Previous experience with data collection and information systems;
- An advanced level of informatics literacy;
- Fluency in Serbian and good command of English;
- Ability to work under pressure and meet deadline;
- Proven teamwork skills.

Subject to satisfactory performance, the Consultant shall provide full time services for the life of the project i.e. December 30, 2022, with a probation period 6 months. Expected start of services is April, 2019.

The Central Fiduciary Unit (CFU) of the Ministry of Finance now invites eligible individual consultants to indicate their interest in providing the above services. 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).

The following selection criteria with corresponding points will be used for the evaluation procedure:

|                                                               |        |
|---------------------------------------------------------------|--------|
| Qualifications                                                | 20 pts |
| Working experience relevant to the assignment                 | 50 pts |
| Knowledge of Serbian and English language and computer skills | 30 pts |

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

The consultant will be selected in accordance with the Individual Consultants method set out in the Consultant Guidelines.

Interested consultants may obtain further information from the CFU at the address below from 08:00 to 15:00 hours.

Expressions of interest **in English language** must be delivered to the e-mail address below by **March 28, 2019, 12:00 Noon**, local time.

When submitting Expressions of interest **please indicate assignment and reference number for which you are applying.**

**Central Fiduciary Unit**  
**Ministry of Finance**  
**11000 Belgrade, Serbia**  
**Sremska 3-5**  
**Tel./Fax: +381 11 202 15 87**  
**To: [liljana.krejovic@mfin.gov.rs](mailto:liljana.krejovic@mfin.gov.rs)**  
**Cc: [liljana.dzuver@mfin.gov.rs](mailto:liljana.dzuver@mfin.gov.rs)**  
**Cc: [ecec@mpn.gov.rs](mailto:ecec@mpn.gov.rs)**

## **TERMS OF REFERENCE**

### **DEVELOPMENT AND MAINTENANCE OF THE PRESCHOOL EDUCATION AND MONITORING INFORMATION SYSTEM CONSULTANT (FULL-TIME CONSULTANT)**

#### **I. Background and objective of the project**

##### **Background Information**

The Government of Serbia and the World Bank have identified skills development and inclusion of vulnerable groups as strategic priorities for their next phase of cooperation, based on a Systematic Country Diagnostic (SCD) and Country Partnership Framework between the two partners. In particular, the SCD highlights the importance of building human capital to increase labour productivity and enhance social inclusion through closing education enrolment gaps for low-income and Roma students starting in pre-primary education. Quality Early Childhood Education and Care (ECEC) programs play a critical role in laying the necessary foundation for skills development early on and for narrowing the equity gap in education access and performance.

The Inclusive Early Childhood Education and Care project also directly contributes to the goals outlined in the Strategy for the Development of Education in Serbia until 2020 (SED 2020) and to its related Action Plan. This strategy, adopted in 2012, defines mechanisms for assuring accessibility, quality, and equity in ECEC and sets clear priorities for: (i) increasing coverage; (ii) enhancing quality of the service delivery and outcomes; (iii) increasing efficiency; and (iv) attaining and maintaining relevance for the overall system. The project directly supports these priorities through its various components.

##### **Objective**

The objective of the project is to improve access to quality Early Childhood Education and Care for all children aged 0 to 6.5 years, with a focus on children from socially disadvantaged backgrounds. Activities for children aged 3 to 6.5 years focus on increasing access to inclusive quality preschools (i.e. child-centred and with age-appropriate learning opportunities) while also supporting their transition to the early grades of primary education. Activities for younger children, i.e. from birth onwards focus on empowering parents and families to support children's holistic development through increased knowledge about the importance of early stimulation at home and access to relevant services in the community.

The Project is implemented by the Ministry of Education, Science and Technological Development (MoESTD) with the support of Project Management Unit (PMU).

The overall fiduciary responsibilities of the Project, procurement, financial management and disbursement issues, rest on the Central Fiduciary Unit (CFU). The CFU is housed under the Ministry of Finance (MoF) as per the agreement reached between the MoF and the MoESTD.

## **II. Objective and Scope of the Assignment Required**

MoESTD is currently developing the Preschool Education Monitoring and Information System (Preschool EMIS), as part of the general EMIS, with the UNICEF's support. One of the objectives of the ECEC Project's Component 2: Strengthening the Quality of Preschool Services is to provide a technical support in this process, with the purpose of development of a functional Preschool EMIS which will provide continuous access to reliable information and data in the field of preschool education. Subsequently, these information and data would be used for monitoring of the sector quality indicators and evidence-based policy making. Component 2 will also support linking between MoESTD, the Ministry of Labour, Employment, Veteran and Social Affairs, and the Ministry of Health to enable data exchange for the purpose of better information and quality of services for children and their families.

The Development and Maintenance of the Preschool Education and Monitoring Information System Consultant will provide support in the process of establishing a fully functional Preschool EMIS, which will be integral part of the general EMIS.

The consultant will work in accordance to the relevant preschool education legal regulations and collaborate closely with other ECEC Project consultants and MoESTD staff and provide support in process of EMIS designing and developing.

### **Detailed Tasks and Responsibilities**

Without limiting the generalities of the foregoing, the following are the specific tasks and responsibilities of the Development and Maintenance of the Preschool Education and Monitoring Information System Consultant:

- In collaboration with the MoESTD focal point for Component 2 and the Project Coordinator for Component 2, will finalize a set of preschool indicators and technically prepare it for inclusion in EMIS reports by reviewing and harmonizing it with new statistics policies and trends;
- Define content and functionalities of reports for different user panels within EMIS for the MoESTD staff;
- Interact between MoESTD and consultants external to ECEC project in process of designing and development EMIS;
- Test developed Preschool EMIS;
- Prepare presentation and present Preschool EMIS to different institutions;
- Develop strategies for Preschool EMIS implementation and training programmes for users;
- Monitor the trial phase of Preschool EMIS implementation;
- Monitor the implementation of Preschool EMIS;
- Provide technical support for preschool institutions;
- Create inputs for EMIS improvement based on user experience;
- Extract data from EMIS upon MoESTD request;
- Prepare reports with preschool indicators periodically;
- Ensure regular EMIS updating;
- Other tasks related to the EMIS at the request of the Project Coordinator for Component 2, PMU Director and/or the MoESTD official responsible for the Project.

### **III. Reporting obligations**

The Development and Maintenance of the Preschool Education and Monitoring Information System Consultant will work under supervision of and report directly to the Project Coordinator for Component Two.

### **IV. Consultants Qualification**

- University degree in the field of social science;
- A minimum of 2 years of professionally relevant work experience in education policy in Serbia in the area of Early Childhood Education and Care, including large-scale projects in this area;
- Proven knowledge of legal framework in education, with focus on preschool education and care is a plus;
- Experience with international educational statistics and monitoring of educational system
- Previous experience with data collection and information systems
- An advanced level of informatics literacy
- Fluency in Serbian and good command of English;
- Ability to work under pressure and meet deadline;
- Proven teamwork skills.

### **V. Duration of the assignment**

Subject to satisfactory performance, the Consultant shall provide full time services for the life of the project i.e. December 30, 2022, with a probation period 6 months. Expected start of services is April 2019.

### **VI. Selection method**

The selection method is Individual Consultant in accordance with the procedures specified in the Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by the World Bank Borrowers, January 2011 (revised July 2014).