DEADLINE EXTENSION
from June 15, to June 29, 2022

FOR SUBMISSION
OF EXPRESSION OF INTEREST FOR
CONSULTING SERVICES – FIRMS SELECTION

Firms that submitted their Expression of Interest in the first round need not to re-submit, as their application will be taken into consideration.

Republic of Serbia
Serbia Accelerating Innovation and Growth Entrepreneurship (SAIGE)
Project ID No. P170185
Assignment Title: Consulting Services for Data Management and Open Access Policy, Reference No. SER-SAIGE-CQ-CS-22-34

Serbia has received a loan from the World Bank (Bank), through the "Serbia Accelerating Innovation and Growth Entrepreneurship Project" (Project), to contribute to the country's growth and competitiveness by improving (i) relevance and excellence of scientific research and (ii) innovative entrepreneurship and access to finance for enterprise growth.

The Ministry of Education, Science and Technological Development (MoESTD) needs to engage Consulting firm for Data Management and Open Access Policy.

Objective of the assignment

A Data Management Plan (DMP) is a written document that describes the data management life cycle for the data to be collected, processed and/or generated by an research and development institution (RDI) and its research and innovation projects. As part of making research data findable, accessible, interoperable and re-usable (FAIR), a DMP should include information on:

- the handling of research data during and after the end of the project
- what data will be collected, processed and/or generated
- which methodology and standards will be applied
- whether data will be shared/made open access and
- how data will be curated and preserved (including after the end of the project).

Scope of Work

1. Preparation of a brief and focused Needs Assessment Report with proposed work plan for each RDI, that will include a short overview of existing setting in regard to Data

management and open access policy (rules, policies and procedures and their compliance with applicable law and data protection principles, including GDPR[1]).

2. Perform detailed data mapping, including: if and how RDIs re-use any existing research data and for which purposes; reasons for discarding in case re-use of any existing data has been considered; what types and formats of data RDIs generate or re-use; what is the purpose of the data generation or re-usage and its relation to the objectives of RDIs and their projects; what is the expected size of the data that RDIs intend to generate or re-use; what is the origin of the data, either generated or re-used; to whom else might the data be useful (data utility).
3. Support establishment and maintenance of the Register of Processing Activities.
4. Perform integrative risks assessment of information security and impact of processing activities for personal data and draft Assessment Report, carry out Data Protection Impact Assessment, if needed, and propose adequate technical and organizational measures to mitigate identified risks to acceptable level and provide support to their implementation.
5. Draft Data Management Plan, including Open Research Data Access Policy and the Rulebook on Protection of Personal Data.
6. Support implementation of Data Management Plan, including Open Research Data Access Policy, and taking necessary assistance actions when needed.
7. Capacity building, including relevant coaching sessions, trainings and workshops, delivered for one or more RDIs at the same time, on data management and open access planning for future research projects.
8. Preparation of short and focused final report summarizing the process, methodology, and expert support provided to the RDIs, with lessons learned and recommendations for further improvements. The final report should be submitted to PIU/MoESTD at the end of the assignment.

Experience and Qualifications of the Consulting firm and the staff of the Consulting firm

The law or consultancy firm must possess the following qualifications:

- Be a legal entity registered in the Republic of Serbia,
- At least 10 years of general experience in providing expert support in Serbia to public and private sector for data usage and data security,
- Proven record on successful completion of at least 5 assignments in providing consultancy to clients in the field of data management in the last five years,
- Capacity to assign a qualified and experienced team (either directly or as subcontractors) that will work on this assignment: 2 Key Experts with adequate qualifications for this

[1] General Data Protection Regulation (GDPR) and Law on Personal Data Protection

contract (qualifications of key personnel will be jointly taken into consideration i.e. qualifications of key personnel as a group will be evaluated) as follows:

Required qualifications of the Key Experts:

- Legal Consultant
    - University degree in law obtained from a University in Serbia and/or membership in the Bar Association;
    - Additional education, training and/or experience in the field of data protection;
    - Minimum 5 years of professional experience in advising clients on legal aspect of data management and/or data protection, with strong knowledge of the applicable Serbian and European legal framework;
    - Previous experience of producing and customizing legal documents in the field of data management and/or data protection;
    - Professional experience in advising RDIs on legal issues of data management and/or data protection;
    - Excellent spoken and written Serbian and English language skills.
    - Excellent organizational, team work and time management skills.
- Information Security Management and Risk Management Consultant
    - University degree in technical sciences, postgraduate academic degree (PhD, master's degree, specialist academic degree) would be considered advantage;
    - Additional education, training in the field of data management and/or data protection – information security management and risk management;
    - Minimum 5 years of professional experience in advising clients and/or academic background in the field of information security management, risk management and/or scientific development (in dept knowledge, professional experience and understanding of R&D information security would be strong advantage);
    - Previous experience in advising in the field of data protection and risk management related to state-owned institutions and/or R&D institutions;
    - Excellent spoken and written Serbian and English language skills;
    - Excellent organizational, team work and time management skills.

Any changes in the team of key experts or additional expert engagements during the assignment should be subject of prior approval by the PIU/MoESTD.

Selection of Consulting firm

The Consulting firm will be evaluated applying the following evaluation criteria:

#	*Criteria*	*Weight*
1	General experience in the field of the assignment	**10**

2	Specific experience relevant to the assignment	**40**
3	Key Experts' qualifications and competence for the assignment	**50**
	The Key Experts' qualifications shall be evaluated according to the following sub-criteria and their belonging weights: a) General qualifications (general education and experience) 20% b) Adequacy for the Assignment (relevant experience in similar assignments) 80%	

Timing and Duration

The Consulting firm is expected to be engaged for a period of 12 months, and with a possibility of extension subject to performance and project needs. The firm will ensure that Key Experts are allocated with sufficient number of days to accomplish their tasks with required quality. The expected time effort is approximately 150 working days. The assignment is envisaged to start in June 2022.

The detailed Terms of Reference for the above referenced consulting services is posted on the website of the MoESTD http://www.mpn.gov.rs/saige/.

The Central Fiduciary Unit (CFU) of the Ministry of Finance now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services.

The Consultant will be selected in accordance with the *Consultant's Qualifications Based Selection (CQS)* method as set out in the ***World Bank's Procurement Regulations for IPF Borrowers – Procurement in Investment Project Financing Goods, World, Non-Consulting and Consulting Services (July 2016, revised November 2017 and August 2018)*** ("the Regulations").

Interested and eligible consulting firm for this position should send Expression of Interest in English by e-mail to the contact information listed below.

Consulting firms may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a 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 from eligible firms/ joint ventures should specify the following relevant information:

project title or relevant assignment; description of the work performed; year of project implementation; country/region; client's contact (first and last name, e-mail address, telephone number); CVs of key experts.

The attention of interested Consultants is drawn to paragraphs 3.14, 3.16 and 3.17 of the ***World Bank's Procurement Regulations for IPF Borrowers – Procurement in Investment Project Financing Goods, World, 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.

Further information can be obtained at the address below during office hours 09:00 to 15:00 hours.

Deadline for submission of expressions of interest is June 29, 2022, 12:00 hours, noon, local time.

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

Contact:	**E–mail:**	**Address:**
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