

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

Country: Bosnia and Herzegovina

Project: Air Quality Improvement Project (AQIP)

Loan No.: IBRD-95180-BA

Assignment Title:

- Project Coordinator in the PIT of the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton
- Energy Efficiency Consultant in the PIT of the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton
- Energy Efficiency Consultant in the PIT of the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton
- Financial Consultant in the PIT of the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton
- Legal Consultant in the PIT of the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton

Reference No. (as per Procurement Plan):

- BA-AQIP-9518-BA-FBIH-CS-IND-26-2.1.1
- BA-AQIP-9518-BA-FBIH-CS-IND-26-2.1.2
- BA-AQIP-9518-BA-FBIH-CS-IND-26-2.1.3
- BA-AQIP-9518-BA-FBIH-CS-IND-26-2.1.4
- BA-AQIP-9518-BA-FBIH-CS-IND-26-2.1.5

The Government of Bosnia and Herzegovina has secured financing from the International Bank for Reconstruction and Development (IBRD), a part of the World Bank Group, to implement the Bosnia and Herzegovina 'Air Quality Improvement' (AQI) Project, hereinafter referred to as "The Project." The development objective of the Project is to strengthen air quality monitoring and management and reduce air pollutant emissions from the residential heating and transport sectors in the Federation of Bosnia and Herzegovina (FB&H). This Project is envisaged to be implemented in four Cantons, while this Assignment refers on implementation in Sarajevo Canton.

Federal Ministry of Environment and Tourism (FMoET) as the Implementing Entity has established a Project Management Unit (PMU) to carry out the day-to-day activities of project implementation, with support from Project Implementation Teams (PITs) at the level of participating cantons.

The PIT for Project implementation in Sarajevo Canton will be established within the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton.

FB&H Ministry of Environment and Tourism (FMoET) 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 must be submitted with CV).

The detailed Terms of Reference (TOR) for the assignments can be found at the following website <https://fmoit.gov.ba/projekti/projekat-unapredjenja-kvaliteta-zraka/postupci-nabavki-u-skladu-sa-procedurama-svjetske-banke/poziv-za-dostavu-ponuda/>

Clarifications and amendments of this Request, if applicable, will be made available on the following link: <https://fmoit.gov.ba/projekti/projekat-unapredjenja-kvaliteta-zraka/postupci-nabavki-u-skladu-sa-procedurama-svjetske-banke/pojasnjenje-i-izmjene-tenderske-dokumentacije/>

The Consultant will be selected in accordance with the Open Competitive Selection of Individual Consultants as set out in the World Bank's Procurement Regulations. The type of contract will be time-based contract. The following evaluation criteria will be applied:

- General experience (40 Points)
- Specific experience and skills relevant to the assignment (60 Points)

The attention of interested Consultants is drawn to paragraph 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, August 2018 and November 2020 ("the Regulations") setting forth the World Bank's policy on conflict of interest.

Interested consultants may obtain further information from the FMOET at the address below from 09:00 to 15:00 hours.

Expressions of interest in English language must be delivered to the e-mail address below by 18th June 2026, 11:00 hrs, local time.

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

Federal Ministry of Environment and Tourism
Project Management Unit (PMU)
Attn. / Ms. Lejla Hodžić
PMU Procurement Expert
Hamdije Čemerlića 2, 71000 Sarajevo, Bosnia and Herzegovina
Telephone: +387 033 703 455
E-mail: Lejla.Hodzic@fmoit.gov.ba ; copy: Benjamin.Cekic@fmoit.gov.ba
Web site: <https://www.fmoit.gov.ba>

TERMS OF REFERENCE FOR PROJECT COORDINATOR IN THE PROJECT IMPLEMENTATION TEAM (PIT) FOR BOSNIA AND HERZEGOVINA AIR QUALITY IMPROVEMENT (AQI) PROJECT

Background

The Government of Bosnia and Herzegovina has secured financing from the International Bank for Reconstruction and Development (IBRD), a part of the World Bank Group, to implement the Bosnia and Herzegovina '*Air Quality Improvement*' (AQI) Project, hereinafter referred to as "The Project." The development objective of the Project is to strengthen air quality monitoring and management and reduce air pollutant emissions from the residential heating and transport sectors in the Federation of Bosnia and Herzegovina (FB&H).

This Project is envisaged to be implemented in four Cantons, while this Assignment refers to implementation in Sarajevo Canton.

The Project has four components:

- > **Component 1: Strengthening Air Quality Monitoring and Management.** This component aims to further develop and strengthen air quality monitoring (AQM) across different levels within the FB&H. It includes strengthening operational capabilities of the FBiH Hydrometeorological Institute (FHMI) and further capacity building of the Air Quality Center in Sarajevo Canton as a pilot for other cantons. Activities under this component include improving the air quality monitoring network both at the FBiH level and at the Sarajevo Canton level.
- > **Component 2: Scaling up Sustainable Heating and Energy Efficiency in Residential Buildings.** This component introduces a grant scheme to make investments in distributed sustainable heating and energy efficiency more affordable for households. It aims to reduce particulate matter emissions from heating by financing eligible investments in sustainable heating technologies. The focus will be on single-family homes using solid fuels for heating, but multi-apartment buildings reliant on coal or wood for heating will also be eligible. Activities include supporting the replacement of traditional stoves and boilers with modern and cleaner heating technologies, and improving energy efficiency in residential buildings.
- > **Component 3: Supporting the Transition to Low-Emission Transport.** This component will fund investments and technical assistance to align with Sarajevo Canton's objective of shifting towards a low-emission urban mobility system.

Activities include improving bicycling infrastructure, developing approaches to implement low-emission measures, and providing low-emission public transport vehicles. The component aims to enhance collaboration between the Sarajevo Canton Air Quality Center and the Sarajevo Canton Ministry of Traffic in implementing low-emission measures.

- > **Component 4: Project Implementation Support.** This component will provide support for project management and implementation, including monitoring and evaluation, audits, training, environmental and social safeguards, and fiduciary management. It aims to strengthen project implementation capacity within the FB&H Ministry of Environment and Tourism (FMoET) and participating cantons.

This Assignment will cover services under Component 1, Component 2 and Component 4.

Federal Ministry of Environment and Tourism (FMoET) as the Implementing Entity has established a Project Management Unit (PMU) to carry out the day-to-day activities of project implementation, with support from Project Implementation Teams (PITs) at the level of participating cantons.

The PIT for Project implementation in Sarajevo Canton will be established within the Ministry of Communal Economy, Infrastructure, Spatial Planning, Construction and Environmental Protection of Sarajevo Canton.

Scope of Work for the Project Coordinator in the Ministry's PIT

The Project Coordinator shall have the following duties and responsibilities within the Ministry's PIT:

- > Continuously coordinate activities and guide the work of the PIT in accordance with instructions from the Project Manager within the Ministry;
- > Inform the Project Manager within the Ministry of all activities in order to ensure efficient Project implementation;
- > Act as the main contact person for coordination and communication with the PMU;
- > Participate in all activities related to public procurement conducted through the PMU;
- > Ensure preparation of Project progress reports for the Ministry and the PMU, in accordance with relevant Project documentation;
- > Ensure that the work of the PIT is carried out in compliance with domestic legislation, World Bank standards and procedures, and signed Project agreements, and continuously report on this to the Project Manager within the Ministry;

- > Ensure coordination between the PIT and municipalities in Sarajevo Canton where the Project is being implemented, as well as with competent air quality institutions;
- > Coordinate the work of consultants engaged under the Project, monitor Project results, and report to the Project Manager within the Ministry;
- > Propose detailed work plans for each Project component, prepared in consultation with the Project Manager and PIT members;
- > Prepare quarterly (three-month) Project progress reports (technical and financial), including issues encountered and planned activities for the following three-month period;
- > Escalate key issues related to Project progress, including summaries of progress with special emphasis on main activities and activities considered critical for implementation. Reports shall clearly identify delays and challenges encountered, as well as proposed mitigation measures and forward projections for implementation;
- > Develop and implement administrative procedures for the PIT;
- > Perform any other activities required for the successful implementation of the Project.

Duration of Assignment

The Consultant shall provide full-time services for the life of the Project, i.e. until June 2029 as currently planned. Contract shall be concluded for the period of 24 months, with a probationary period of six (6) months, with the possibility of extension until Project completion.

Experience and Qualifications

General professional experience:

- University degree in Economics, Civil Engineering, Mechanical Engineering, Traffic Engineering, or Architecture. Master degree is an asset.
- At least 5 years of relevant professional experience in project coordination, project management, or technical assistance. Relevant experience in projects related to working with projects financed by international organizations and donors (e.g. World Bank, EBRD, EU) is considered an advantage;
- Excellent written and verbal communication skills in Bosnian/Croatian/Serbian and English;
- Proficiency in computer use (MS Office, data management tools).

Specific professional experience

- Relevant experience in projects related to environmental protection activities, with an advantage in the field of air quality management;
- Relevant experience in projects related to preparation/review of technical documentation standards in public sector processes;
- Relevant experience in projects related to assessment of complex technical environments, provision of strategic advices, and maintaining a high level of stakeholder communication through clear communication and delivery of results;
- Excellent communication and reporting skills, with proven ability to coordinate multi-stakeholder teams and deliver results within tight deadlines;

Expected Outputs

The Project Coordinator is expected to ensure the day-to-day management and coordination of Project activities and effective cooperation among all Project stakeholders, as well as the timely preparation of Project progress reports and the proposal of appropriate measures to support efficient and successful Project implementation.

Inputs by the Ministry

To enable the Consultant to effectively perform the assignment, the Ministry of Communal Economy, Infrastructure, Spatial Planning, Construction and Environmental Protection of Sarajevo Canton will provide full institutional support. This will include adequate office space, required equipment, and access to all documentation and information relevant for the Consultant's duties. The Ministry will also facilitate coordination with other departments, municipal authorities, and relevant stakeholders to ensure smooth project implementation.

Selection of Consultant

The Project Coordinator shall be selected through an Open Competitive Selection of Individual Consultants, in accordance with the World Bank Procurement Regulations. The assignment will be contracted as a time-based contract.

The candidates will be evaluated applying the following evaluation criteria:

- General experience (40 Points)
- Specific experience and skills relevant to the assignment (60 Points)

**TERMS OF REFERENCE FOR
ENERGY EFFICIENCY CONSULTANT IN THE PROJECT IMPLEMENTATION TEAM
(PIT)
FOR BOSNIA AND HERZEGOVINA AIR QUALITY IMPROVEMENT PROJECT (AQI)
PROJECT**

Background

The Government of Bosnia and Herzegovina has secured financing from the International Bank for Reconstruction and Development (IBRD), a part of the World Bank Group, to implement the Bosnia and Herzegovina '*Air Quality Improvement*' (AQI) Project, hereinafter referred to as "The Project." The development objective of the Project is to strengthen air quality monitoring and management and reduce air pollutant emissions from the residential heating and transport sectors in the Federation of Bosnia and Herzegovina (FB&H).

This Project is envisaged to be implemented in four Cantons, while this Assignment refers to implementation in Sarajevo Canton.

The Project has four components:

- > **Component 1: Strengthening Air Quality Monitoring and Management.** This component aims to further develop and strengthen air quality monitoring (AQM) across different levels within the FB&H. It includes strengthening operational capabilities of the FBiH Hydrometeorological Institute (FHMI) and further capacity building of the Air Quality Center in Sarajevo Canton as a pilot for other cantons. Activities under this component include improving the air quality monitoring network both at the FBiH level and at the Sarajevo Canton level.
- > **Component 2: Scaling up Sustainable Heating and Energy Efficiency in Residential Buildings.** This component introduces a grant scheme to make investments in distributed sustainable heating and energy efficiency more affordable for households. It aims to reduce particulate matter emissions from heating by financing eligible investments in sustainable heating technologies. The focus will be on single-family homes using solid fuels for heating, but multi-apartment buildings reliant on coal or wood for heating will also be eligible. Activities include supporting the replacement of traditional stoves and boilers with modern and cleaner heating technologies, and improving energy efficiency in residential buildings.

- > **Component 3: Supporting the Transition to Low-Emission Transport.** This component will fund investments and technical assistance to align with Sarajevo Canton's objective of shifting towards a low-emission urban mobility system. Activities include improving bicycling infrastructure, developing approaches to implement low-emission measures, and providing low-emission public transport vehicles. The component aims to enhance collaboration between the Sarajevo Canton Air Quality Center and the Sarajevo Canton Ministry of Traffic in implementing low-emission measures.
- > **Component 4: Project Implementation Support.** This component will provide support for project management and implementation, including monitoring and evaluation, audits, training, environmental and social safeguards, and fiduciary management. It aims to strengthen project implementation capacity within the FB&H Ministry of Environment and Tourism (FMoET) and participating cantons.

This Assignment will cover services under the Component 2.

Federal Ministry of Environment and Tourism (FMoET) as the Implementing Entity has established a Project Management Unit (PMU) to carry out the day-to-day activities of project implementation, with support from Project Implementation Teams (PITs) at the level of participating cantons.

The PIT for Project implementation in Sarajevo Canton will be established within the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton.

Scope of Work for the Energy Efficiency Consultant in the PIT of the Ministry:

The Energy Efficiency Consultant in the PIT of the Ministry will have the following duties and responsibilities:

- > Participate in all activities related to the implementation of Component 2 of the Project in Sarajevo Canton;
- > Prepare public calls for suppliers, contractors, and end-users/applicants, in accordance with the Grant Manual and World Bank procedures, and in coordination with PMU;
- > Serve as a member of evaluation committees for applications submitted by applicants and bids from contractors/suppliers, and participate in the selection process;
- > Define and apply internal procedures to support other PIT members in carrying out their daily activities;

- > Ensure the use and proper application of the digital platform for electronic applications and reporting;
- > Conduct field inspections of end-user locations (individual and multi-apartment buildings) to confirm compliance with the requirements and technical specifications of contracts for selected measures (e.g., building envelope measures, boiler replacement, installation of heat pumps), and monitor their implementation with a focus on technical aspects;
- > Work actively with homeowners, residents, and building managers, and provide support to applicants throughout the application and implementation process;
- > Provide technical inputs for all PIT reports and obligations, including project progress reports and other documents required by the PMU, the Ministry, or the World Bank;
- > Provide technical advice to end-users/applicants regarding the selection of measures, based on energy audits, photographs, or technical documentation of the building;
- > Ensure compliance with and application of all applicable laws and by-laws relevant to project implementation;
- > Actively participate in communication and cooperation with all relevant stakeholders (end-users/applicants, contractors, suppliers, supervision bodies, PMU, PIT, etc.);
- > Participate in the process of verification and approval of payments to contractors, by confirming the technical compliance of implemented measures;
- > Perform any other activities related to the implementation of energy efficiency measures as assigned by the PIT Project Manager and PIT Project Coordinator.

Duration of Consultancy

The Consultant shall provide full-time services for the life of the Project, i.e. until June 2029 as currently planned. Contract shall be concluded for the period of 24 months, with a probationary period of six (6) months, with the possibility of extension until Project completion.

Experience and Qualifications

General professional experience:

- University degree in Mechanical, Civil, or Architectural Engineering. Master degree would be considered an advantage;
- At least 5 years of professional experience, with a proven record in building energy efficiency retrofitting and/or sustainable heating system upgrades; Relevant

experience in projects related to working with projects financed by international organizations and donors (e.g. World Bank, EBRD, EU) is considered an advantage;

- Excellent written and verbal communication skills in Bosnian/Croatian/Serbian and English;
- Proficiency in computer use (MS Office, data management tools).

Specific professional experience

- Relevant experience in projects related to project design, works supervision, technical specifications, bills of quantities, procurement, tender procedures, or site works related to energy efficiency.
- Relevant experience in projects related to application of heat insulation materials, heating technologies, and energy efficiency retrofitting measures.
- Relevant experience in projects related to local regulatory and construction procedures, including permitting and condominium management.
- Strong skills in preparation of analytical materials and reports.

Expected Outputs

The Energy Efficiency Consultant in the PIT of the Ministry is expected to deliver the following outputs:

- > Technical inputs for quarterly project management reports, semi-annual progress reports, and annual budgets and work plans;
- > Consolidated technical sections for the mid-term review documentation;
- > Day-to-day technical support and ad hoc reports as required by the PIT and PMU;
- > Verified technical documentation for eligibility, implementation, and payment approval of energy efficiency sub-projects;
- > Guidance documents, checklists, and technical procedures to support end-user/applicants, PIT members, and contractors;
- > Contributions to capacity building activities (training sessions, workshops, technical briefings) for PIT staff, contractors, and relevant stakeholders.

Inputs by the Ministry

To enable the Consultant to effectively perform the assignment, the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton will provide full institutional support. This will include adequate office space, required equipment, and access to all documentation and information relevant for

the Consultant's duties. The Ministry will also facilitate coordination with other departments, municipal authorities, and relevant stakeholders to ensure smooth project implementation.

Selection of Consultant

The Energy Efficiency Consultant shall be selected through the Open Competitive Selection of Individual Consultants procedure, in accordance with the World Bank Procurement Regulations. The assignment will be contracted as a time-based contract.

The candidates will be evaluated applying the following evaluation criteria:

- General experience (40 Points)
- Specific experience and skills relevant to the assignment (60 Points)

TERMS OF REFERENCE FOR FINANCIAL CONSULTANT IN THE PROJECT IMPLEMENTATION TEAM (PIT) FOR BOSNIA AND HERZEGOVINA AIR QUALITY IMPROVEMENT (AQI) PROJECT

Background

The Government of Bosnia and Herzegovina has secured financing from the International Bank for Reconstruction and Development (IBRD), a part of the World Bank Group, to implement the Bosnia and Herzegovina '*Air Quality Improvement*' (AQI) Project, hereinafter referred to as "The Project." The development objective of the Project is to strengthen air quality monitoring and management and reduce air pollutant emissions from the residential heating and transport sectors in the Federation of Bosnia and Herzegovina (FB&H).

This Project is envisaged to be implemented in four Cantons, while this Assignment refers to implementation in Sarajevo Canton.

The Project has four components:

- > **Component 1: Strengthening Air Quality Monitoring and Management.** This component aims to further develop and strengthen air quality monitoring (AQM) across different levels within the FB&H. It includes strengthening operational capabilities of the FBiH Hydrometeorological Institute (FHMI) and further capacity building of the Air Quality Center in Sarajevo Canton as a pilot for other cantons. Activities under this component include improving the air quality monitoring network both at the FBiH level and at the Sarajevo Canton level.

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- > **Component 3: Supporting the Transition to Low-Emission Transport.** This component will fund investments and technical assistance to align with Sarajevo Canton's objective of shifting towards a low-emission urban mobility system. Activities include improving bicycling infrastructure, developing approaches to implement low-emission measures, and providing low-emission public transport vehicles. The component aims to enhance collaboration between the Sarajevo Canton Air Quality Center and the Sarajevo Canton Ministry of Traffic in implementing low-emission measures.
- > **Component 4: Project Implementation Support.** This component will provide support for project management and implementation, including monitoring and evaluation, audits, training, environmental and social safeguards, and fiduciary management. It aims to strengthen project implementation capacity within the FB&H Ministry of Environment and Tourism (FMoET) and participating cantons.

This Assignment will cover services under the Component 1, Component 2 and Component 4.

Federal Ministry of Environment and Tourism (FMoET) as the Implementing Entity has established a Project Management Unit (PMU) to carry out the day-to-day activities of project implementation, with support from Project Implementation Teams (PITs) at the level of participating cantons.

The PIT for Project implementation in Sarajevo Canton will be established within the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton.

Scope of Work for the Financial Consultant in the PIT of the Ministry:

The Financial Consultant will have the following duties and responsibilities:

- > Prepare payment requests for suppliers, contractors, and consultants, fully compliant with Project procedures and in accordance with the Memorandum of Understanding concluded on 16 March 2026 between the Federal Ministry of Environment and Tourism and the Ministry of Municipal Economy, Infrastructure, Spatial Planning, Construction and Environmental Protection of Sarajevo Canton;
- > Execute and document VAT refund procedures;
- > Accurately calculate and pay fees for PIT staff and consultants;
- > Properly maintain, archive, and ensure accessibility of financial documentation throughout the life of the Project;

- > Record and account for project-financed equipment in line with accounting standards and project rules;
- > Provide timely financial inputs for reports submitted by the PIT to the PMU and the World Bank;
- > Provide financial support ensuring smooth and compliant implementation of all Project activities;
- > Provide financial inputs for Project planning and budgeting activities;
- > Undertake any other financial activities related to the implementation of the Project as assigned by the PIT Project Manager and PIT Project Coordinator.

Duration of Consultancy

The Consultant will provide part-time services for the duration of the Project, i.e. until June 2029 as currently planned. The contract will be concluded for a period of 24 months, with a probationary period of six (6) months, with the possibility of extension until Project completion.

Experience and Qualifications

General professional experience:

- > University degree or equivalent Diploma in Economics, Business Administration, Finance, Accounting; Master degree would be considered an advantage.
- > At least 3 years of relevant professional experience in the field of finance, accounting, or auditing; Relevant experience in projects related to working with projects financed by international organizations and donors (e.g. World Bank, EBRD, EU) is considered an advantage;
- Excellent written and verbal communication skills in Bosnian/Croatian/Serbian and English;
- Proficiency in computer use (MS Office).

Specific professional experience

- > Relevant experience in projects related to financial administration and financial support activities, including preparation and monitoring of financial reports;
- > Relevant experience in projects related to public procurement procedures and financial aspects of contractual documentation;

- > Relevant experience in projects related to financial procedures in Bosnia and Herzegovina;
- > Experience with VAT refund procedures is considered an advantage;

Expected Outputs

The Financial Consultant is expected to provide operational financial support to the PIT and ensure compliance with Project rules and World Bank requirements. Specifically, the Consultant will deliver:

- > Timely prepared and properly documented payment requests for suppliers, contractors, and consultants;
- > Correctly executed and documented VAT refund procedures;
- > Accurate calculation and disbursement of fees for PIT staff and consultants;
- > Properly maintained, archived, and easily accessible financial documentation throughout the life of the Project;
- > Recording and accounting of project-financed equipment in line with accounting standards and project procedures;
- > Timely financial inputs for reports prepared by the PIT and submitted to the PMU and the World Bank;
- > Financial support enabling smooth and compliant implementation of all Project activities.

Inputs by the Ministry

To enable the Consultant to effectively perform the assignment, the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton will provide full institutional support. This will include adequate office space, required equipment, and access to all documentation and information relevant for the Consultant's duties. The Ministry will also facilitate coordination with other departments, municipal authorities, and relevant stakeholders to ensure smooth project implementation.

Selection of Consultant

The Financial Consultant shall be selected through the Open Competitive Selection of Individual Consultants procedure, in accordance with the World Bank Procurement Regulations. The assignment will be contracted as a time-based contract.

The candidates will be evaluated applying the following evaluation criteria:

- General experience (40 Points)
 - Specific experience and skills relevant to the assignment (60 Points)

TERMS OF REFERENCE FOR LEGAL CONSULTANT IN THE PROJECT IMPLEMENTATION TEAM (PIT) FOR BOSNIA AND HERZEGOVINA AIR QUALITY IMPROVEMENT (AQI) PROJECT

Background

The Government of Bosnia and Herzegovina has secured financing from the International Bank for Reconstruction and Development (IBRD), a part of the World Bank Group, to implement the Bosnia and Herzegovina '*Air Quality Improvement*' (AQI) Project, hereinafter referred to as "The Project." The development objective of the Project is to strengthen air quality monitoring and management and reduce air pollutant emissions from the residential heating and transport sectors in the Federation of Bosnia and Herzegovina (FB&H).

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This Assignment will cover services under the Component 1, Component 2 and Component 4.

Federal Ministry of Environment and Tourism (FMoET) as the Implementing Entity has established a Project Management Unit (PMU) to carry out the day-to-day activities of project implementation, with support from Project Implementation Teams (PITs) at the level of participating cantons.

The PIT for Project implementation in Sarajevo Canton will be established within the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton.

Scope of Work for the Legal Consultant in the PIT of the Ministry:

The Legal Consultant will have the following duties and responsibilities:

- > Legally sound and compliant decisions, contracts, and other legal acts prepared for the purposes of Project implementation;
- > Legal review and validation of all public calls and contractual documents in line with the laws of FBiH, Sarajevo Canton, and World Bank procedures;
- > Regular legal inputs to PIT quarterly, semi-annual, and annual reports;
- > Properly maintained and up-to-date project documentation archive;
- > Prepared and submitted applications for the issuance of necessary permits and approvals;
- > Organized and documented meetings from a legal perspective (minutes and

conclusions);

- > Legal support ensuring smooth execution of contracts and payments to contractors;
- > Ensured legal compliance of all PIT activities with applicable laws and relevant manuals/protocols;
- > Act as a support and reference point for all legal management tasks related to the Project;
- > Undertake any other legal activities related to the implementation of the Project as assigned by the PIT Project Manager and PIT Project Coordinator.

Duration of Consultancy

The Consultant shall provide full-time services for the life of the Project, i.e. until June 2029 as currently planned. Contract shall be concluded for the period of 24 months, with a probationary period of six (6) months, with the possibility of extension until Project completion.

Experience and Qualifications

General professional experience:

- University degree in Law. Master degree would be considered an advantage.
- At least 4 years of relevant professional experience in the field of contract law, or administrative law; Relevant experience in projects related to working with projects financed by international organizations and donors (e.g. World Bank, EBRD, EU) is considered an advantage;
- Excellent written and verbal communication skills in Bosnian/Croatian/Serbian and English;
- Proficiency in computer use (MS Office).

Specific professional experience

- Relevant experience in projects related to drafting and legal review of decisions, contracts, and other legal acts;
- Relevant experience in projects related to legal framework of the Federation of BiH and Sarajevo Canton in the areas of public procurement, administrative procedures, construction regulations, environmental regulations, and obligations law;

Expected Outputs

The Legal Consultant is expected to deliver the following outputs:

- > Legally compliant decisions, contracts, and other legal acts prepared to support Project implementation;
- > Legal review and validation of all public calls, procurement documents, and contractual documentation in accordance with FBiH and Sarajevo Canton legislation and World Bank procedures;
- > Regular legal contributions to PIT quarterly, semi-annual, and annual reports;
- > Properly maintained and up-to-date project documentation and legal archive;
- > Prepared and submitted applications for the issuance of permits and approvals required for project activities;
- > Organized and documented meetings from a legal perspective, including minutes and follow-up actions;
- > Legal support to ensure smooth execution of contracts and timely payments to contractors;
- > Verified compliance of PIT activities with applicable laws, regulations, and relevant manuals/protocols.

Inputs by the Ministry

To enable the Consultant to effectively perform the assignment, the Ministry of Communal Economy, Infrastructure, Physical Planning, Construction and Environmental Protection of Sarajevo Canton will provide full institutional support. This will include adequate office space, required equipment, and access to all documentation and information relevant for the Consultant's duties. The Ministry will also facilitate coordination with other departments, municipal authorities, and relevant stakeholders to ensure smooth project implementation.

Selection of Consultant

The Legal Consultant shall be selected through the Open Competitive Selection of Individual Consultants procedure, in accordance with the World Bank Procurement Regulations. The assignment will be contracted as a time-based contract.

The candidates will be evaluated applying the following evaluation criteria:

- General experience (40 Points)
- Specific experience and skills relevant to the assignment (60 Points)