

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

BOSNIA AND HERZEGOVINA

ADDITIONAL FINANCING FOR THE ENERGY EFFICIENCY PROJECT

Loan No./Credit No.: 8906

Assignment Title: Provision of consulting services related to the preparation and organization of the Second International Conference on Energy Efficiency in Public Buildings

Reference No. BEEPAF-P165405-CQ-46-CS-23-FBIH

The Bosnia and Herzegovina has received financing from the World Bank toward the cost of the Additional Financing for the Energy Efficiency Project, and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include: Consultant should to prepare, organise and deliver the one-day International Conference that should be held in Sarajevo in February 2024. The Conference should bring together all stakeholders interested in the energy efficiency market and public building sector-public sector decision makers, financial sector representatives, interested investors, construction sector and facility management companies, representatives of the bilateral organizations, donors, and researchers. In order to present and discuss synergies and cooperation between public, private and financial stakeholder in removing existing barriers to market development and improved energy efficiency in public building sector, this high-level event should serve as a platform for presenting new ideas and inputs that contribute to Bosnia and Herzegovina in light of the EU accession process and meeting the requirement of the Energy Community Treaty in terms of energy efficiency. Expected duration of the contract is 5 months.

The detailed Terms of Reference for the assignment (TOR) can be found at the Ministry of Spatial Planning of the Federation of Bosnia and Herzegovina website www.fmpu.gov.ba and Project website www.beep.ba.

The Ministry of Spatial Planning of the Federation of Bosnia and Herzegovina Project Implementation Unit now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

Consultant must submit following documents as a proof of fulfillment of the stated requirements (in local language):

- Company information: name, registration, address, telephone number, year of establishment, contact person for the project, fields of expertise;
- Confirmation on no obligations relating to the payment of direct and indirect taxes in accordance with the relevant laws of Bosnia and Herzegovina (may not be older than three (3) months) or with the relevant law of the country from the EOI submitter;
- If the case may be, form of association (sub-contractor or joint venture up to three members) for the execution of the contract and identification of the leading company. In the case of

joint venture all members shall be jointly and severally liable for the entire assignment. Same information shall be submitted for the leading company and the associate companies.

The shortlisting criteria are: The required minimum experience should be demonstrated by:

- Details of experience in minimum three (3) similar assignments (only conference type of event) undertaken in last five (5) years, including value of consulting services, location, name of the Client, type of service provided, contract period of execution
- Curricula Vitae (short version, specifying experience in similar assignments, five (5) CVs of key personnel who will be working on the assignment(s) with minimum:
 - Team Leader, responsible for managing/overseeing the entire consultancy contract implementation; University degree (Master's equivalent) in social science, economics, business administration, mechanical engineering, architecture, civil engineering, from an accredited university; a minimum of ten (10) years of experience in relevant field, including project management of similar assignments
 - Minimum two (2) other experts with at least five (5) years professional experience relevant for the field of the assignment and similar projects.
 - Minimum one (1) expert with at least five (5) years professional experience relevant for the field of energy efficiency
 - At least one (1) junior analyst with at least three (3) years of work experience in related fields
 - One (1) administrative assistant (support personnel. CV not required).

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016, revised November 2017 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants 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. However, the experience of the sub-consultant will not be considered while shortlisting.

A Consultant will be selected in accordance with the Consultant Qualification Selection method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours from 12,00 to 16,00 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **31.05.2023**.

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Project Implementation Unit
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