

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

Bosnia and Herzegovina Real Estate Registration Project

Credit No. 5188-BA

Assignment Title: Capacity building, training and education services for the sector of land administration in the Federation BiH for 2016

Reference No. (as per Procurement Plan): C.2.3.1.3

Bosnia and Herzegovina and Federation of Bosnia and Herzegovina, through the Sub-agreement with Bosnia and Herzegovina, has received a credit from the International Development Association (IDA) toward the cost of the Real Estate Registration Project, and intends to apply part of the proceeds of this credit to payments under the Contract for **Capacity building, training and education services for the sector of Land Administration in the Federation BiH for 2016**.

The main objective of this assignment is providing services of training and education for the Federation BiH land administration staff, in line with the training plan for 2016 that was passed under the Real Estate Registration Project. The training plan for 2016 calendar year identifies detailed topics, objectives and types of education, methodology, target groups, timeframe and locations.

A company providing training in the Federation BiH land administration sector (“Consultants”) shall be hired to work on all aspects of implementation of the part of the training plan of the Real Estate Registration Project for 2016.

The Service including the following:

- Provision of qualified and competent trainers;
- Organization and provision of training;
- Submission of regular reports on training courses provided;
- Delivery of Semi-Annual Report on Training Provided;
- Delivery of Final Report on Training Provided.

The estimated time frame for execution of the contract is twelve (12) months.

The Federal Administration for Geodetic and Real Property Affairs now invites eligible consulting firms 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.

The Consultants must comply with the following requirements:

- Minimum three years of experience in provision of training services, training or education events – advantage shall be given to experience in provision of training services in the land administration sector in the Federation of BiH;
- Team of experts with educators in the area of property law and land registry law, cadaster and geodesy, geoinformational technology and business skills (management) with highly developed presentation and communication skills;
- Experience in organization and planning of training events, seminars, workshops;
- Experience in analytical processing of data and reporting.

The Consultants shall list the proposed individuals and their qualifications for each of the following key positions:

- **Training Services Delivery Manager:** responsible for all aspects of good quality and timely delivery of training services, including planning, supervising and managing the whole process of training services delivery; submission of regular reports, Semi-annual and Final Reports; has to

- have a degree from four years university education or higher education and 5 (five) years of professional experience in managing activities and reporting;
- Expert(s) for training in the field of land registry law and Law on Property Rights: having at least university (four-year university education) degree in law or higher level of education in law and at least 3 years of professional experience in Federation BiH land administration sector;
 - Expert(s) for training in the field of geodesy: graduated engineer (four-year university education) of geodesy or higher level of education in geodesy and at least 3 years of professional experience in the Federation BiH land administration sector;
 - Expert(s) for training in the field of project management: graduated economist (four-year university education) in the area of economy and management / or degree in social or technical sciences and at least 3 years of professional experience in preparation and management of projects and human resources;
 - Expert(s) for training in the field of spatial planning: graduated engineer of architecture or other complementary technical sciences (four years of university education) with at least 3 years of professional experience in area of spatial planning;
 - Expert(s) for training in the field of information technology: degree in information technology (four years of university education) and knowledge of information systems and at least 3 years of professional experience in the sector of information technology.

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

Consultants may associate with other firms in the form of a joint venture or a subconsultancy to enhance their qualifications.

A Consultant will be selected in accordance with the Selection Based on the Consultants' Qualifications (CQS) method set out in the Consultant Guidelines.

Further information can be obtained at the address below during office hours from 09.00 to 15.00 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by March 3, 2016.

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