

**Montenegro**

**Ministry of Agriculture and Rural Development**

REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES – INDIVIDUAL CONSULTANT)

**Name of Project:** Second Institutional Development and Agriculture Strengthening Project (MIDAS 2)

**Loan No:** 8820-ME

**Assignment Title:** Development of Business Continuity and Disaster Recovery Plan

for the Directorate for Payments (IPARD Agency)

**Reference No**. MNE-MIDAS2-8820-ME-IC-CS-19- 1.2.1.1.1

The Montenegro has received financing from the World Bank toward the cost of Second Institutional Development and Agriculture Strengthening Project, and intends to apply part of the proceeds for consulting services for Development of Business Continuity and Disaster Recovery Plan for the Directorate for Payments (IPARD Agency).

This consulting services (“the Services”) should provide Business continuity and Disaster Recovery plan which should describe how an organization has to deal with potential natural or human-induced disasters. The Disaster Recovery Plan that is well constructed and implemented will enable Directorate for payments - IPARD Agency (IA) to minimize the effects of the disaster and resume mission-critical functions quickly. This involve an extensive analysis of an organization’s business processes, IT infrastructure, data backup, resources, continuity requirements and disaster prevention methods. Main objectivity of this assignment is preparation of documents for business continuity and disaster recovery plans, which have to meet the needs of the organization. For disaster recovery, selected consultant(s) have to propose a solution with regard to a primary and secondary DR Site of the institution, which has to be approved by the Beneficiary.

The assignment will have total duration period of about 3 months, in which will be 30 working days and which half (15 days) has to be spent in Montenegro.

The detailed Terms of Reference (TOR) for the assignment can be obtained at the address given below.

The Ministry of Agriculture and Rural Development, through Technical Service Unit, now invites eligible individual consultants (“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. Individual consultants may be offered through firms or other organizations, but the qualifications of the individual consultant will be the basis of selection. Contract will be signed with proposed individuals.

The criteria for selection are following:

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| Mandatory criteria |
| Master degree in corporate management, business administration, law, management or any other equivalent. |
| Excellent command of the English language, and strong oral and written communication; |
| Preferable (evaluation) criteria |
| Certification in CIS - SIQ Information Security Manager, APM EDUCA Project management - Certificate for project leader D and/or ISO 9001 - 2000 - Certificate for auditing internal processes or any other equivalent  |
| A sound experience on similar contracts with similar institutions operating in EU countries. Consultant must also provide evidence of at least two (2) reference where he/she has implemented BC and DR plan. |
| Have a confirmed experience of at least five (5) years in preparing BC and DR plans |

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, setting forth the World Bank’s policy on conflict of interest.

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

Further information can be obtained at the address below during office hours from 08,00 to 14,00 hours.

Expressions of interest must be delivered in a written form, by e-mail, to the address below by September 04, 2019, 14,00h.

Ministry of Finance/Technical Service Unit

Attention: Mr. Mirko Lješević, Procurement officer

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