



REPUBLIKA HRVATSKA  
Ministarstvo pravosuđa

**PROJEKT POTPORE PRAVOSUDNOM SEKTORU  
(JSSP)**

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**Republic of Croatia.**  
**Justice Sector Support Project**  
Public Administration, Law and Justice Sector

**CONSULTING ASSIGNMENT No. CS – 15**  
**IBRD Loan No. 7888-HR**

**Expressions of Interest:**  
**Consulting Services of Expert and Financial Supervision during the**  
**“Reconstruction and Extension of the State Attorney’s Office Building in Zagreb,**  
**Gajeva 30a”**

The Republic of Croatia has received a Loan from the International Bank for Reconstruction and Development (IBRD) towards the Justice Sector Support Project (JSSP) and intends to apply part of the proceeds of the Loan for consultant services.

The JSSP is intended to be a key vehicle for a multi-year program to modernize the judiciary and prosecutors’ offices in the Republic of Croatia. The over-arching goal of the JSSP is to strengthen the efficiency of the judicial sector and support the efforts of the Croatian authorities towards EU integration on the justice and home affairs issues. The JSSP will be implemented by the Ministry of Justice (MOJ) of the Republic of Croatia.

The services of Supervising Engineer include, but are not limited to, the following:

- (i) Supervise construction so that it is in accordance with the construction permits and approvals, designs, applicable legislation, special regulations, standards and norms;
- (ii) Perform daily technical and personal supervision at the construction site;
- (iii) Coordinate works in accordance with adopted Program of works and issue all necessary instructions to Contractor;
- (iv) Monitor and control all costs, revise costs in accordance with relevant Contract provisions, determine and approve quantities and quality of executed works, as well as of material and equipment used/installed;
- (v) Conduct all technical and professional preparation for and participate in the final takeover of the building
- (vi) Perform all activities necessary during the Defect Liability Period

The services shall be provided during a period of about 3,5 years; the assignment is expected to start in early 2011. The Consultant will work under a time-based contract.

The assignment will involve daily presence of all Consultant’s staff at the construction site until the Completion. During the Defect Liability Period occasional visits to the site may be required to verify the nature of the defects discovered.

The Project Implementation Unit (PIU) of the Ministry of Justice (MOJ) now invites eligible consultants to indicate their interest in providing the services. Interested consultants

must provide information indicating that they are qualified to perform the services (description of similar assignments, experience in similar conditions, references, availability of appropriate skills among staff (including recent CV of proposed personnel), etc.).

Consultants may associate to enhance their qualifications. The “association” may take the form of a Joint Venture or a sub consultancy. In case of a Joint Venture (JV), all members of the JV will be evaluated jointly for the purpose of short listing and shall be jointly and severally liable for the assignment and shall sign the contract in case of award is made to that JV group. Interested consultants should clearly indicate the structure of their “association” and the duties of the partners and sub consultants in their application. Unclear expression of interests in terms of “in association with” and/or “in affiliation with” and etc. may not be considered for short listing. Keeping one expression of interest per firm as principle, a consultant firm may decide whether it wishes to participate as a sub consultant or as an individual consultant or as a partner in a joint venture. Please note that a firm shall submit only one EOI in the same selection process either individually as a consultant or as a partner in a joint venture. No firm can be a sub consultant while submitting an EOI individually or as a partner of a joint venture in the same selection process. A firm, if acting in the capacity of sub consultant in any consultant or JV, may participate in more than one consultant, but only in the capacity of a sub consultant.

In order to apply for the assignment, the Consultants shall demonstrate the following minimal qualifications and experience:

1. The Consultant shall demonstrate experience in implementing similar assignments, e.g. expert and financial supervision of comparable civil works.
2. The assignment requires interdisciplinary skills and expertise. The Consultant’s team shall include professionals covering all skills and relevant experience required to carry out the described tasks. The Consultant’s team should possess the following qualifications, experience and skills:
  - a. Advanced degree in architecture, civil engineering, mechanical engineering, electrical engineering, or similar relevant discipline;
  - b. Consultant’ staff must meet the legal requirement of being a certified architect/engineer in accordance with the Physical Planning and Building Act (Official Gazette 76/07; 38/09) and Act on Architectural and Engineering Activities in Physical Planning and Building (Official Gazette 152/08)
  - c. Knowledge of the current Croatian legislation and standards in the area of construction, civil engineering, physical planning and environment protection.
  - d. Proven relevant experience of at least 5 years and of supervising at least 2 comparable large projects;
  - e. Experience in supervising projects financed by international and/or foreign investors would be considered as advantage;
  - f. The team shall, as a minimum, include the following experts: (i) project leader – head supervising engineer (certified architect, civil engineer or similar with experience in supervision of comparable projects); (ii) certified electrical engineer with experience in comparable projects; (iii) certified mechanical engineer with experience in comparable projects;
  - g. Ability to work as part of a high-performing and multi-disciplinary team, often operating under tight deadlines and timetables;

- h. Excellent oral and written communication skills in both Croatian and English, including the ability to prepare necessary reports, drawings, calculations, and similar.
- i. Knowledge of the World Bank's Procurement Guidelines, bidding documents and contracts for civil works would be considered an advantage;
- j. Full computer (MS Office and architectural/engineering/design programs) and office automation literacy;

More details on the assignment can be found in the Terms of Reference posted on website of the Ministry of Justice at [www.pravosudje.hr](http://www.pravosudje.hr). (Natječaji)

The consultant will be selected in accordance with the procedures set out in the World Bank's [\*Guidelines: Selection and Employment of Consultants by World Bank Borrowers\*](#) (May 2004, revised October 2006).

Interested consultants may obtain further information at the address below from *09:00 to 16:00 hours on the regular business days*.

Expressions of interest must be delivered in English language to the address below by ***16:00 hours Zagreb time on 15 December 2010.***

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