

**Ministry of Science**

**Higher Education and Research for Innovation and Competitiveness (HERIC)**

**Project**

**Terms of Reference**

**Individual Consultant - International Project Implementation Expert (IPIE) of the CoE Applications**

**Project Background**

Montenegro has received a loan in the amount of 12.00 million EUR (equivalent to US$ 15.98 million) from the International Bank for Reconstruction and Development (IBRD) for the “Higher Education and Research for Innovation and Competitiveness” (HERIC) project. The Development Objective of the HERIC Project is to strengthen the quality and relevance of higher education and research in Montenegro through reforming the higher education finance and quality assurance systems and by strengthening research and development capabilities.

The HERIC Project Component 3 – "Establishing a Competitive Research Environment" – will support, inter alia, establishment of the first CoE in Montenegro as a pilot for future centres, and thus contribute to accomplishment of one of the most important strategic goals in the science in Montenegro. The CoE aims to join the scientific and professional potential in Montenegro so as to contribute to the development of a knowledge based society that strives to be competitive in the EU market. The establishment of the pilot CoE will help to upgrade Montenegro’s science and technology institutional system and infrastructure in areas where the scientific and economic potentials are esteemed highest. Montenegro will focus on the following priority areas: Energy, ICT, Medicine and Health, Sustainable Development and Tourism and Agriculture and Food. The pilot CoE will amplify scientific and economic resources through a large and impactful research and development project.

**Objective of the Assignment**

The Ministry of Science (MoS) intends to apply part of the proceeds of this loan towards payment for consulting services under the contracts for ***Individual Consultant - International Project Implementation Expert (IPIE )of the CoE Applications.***

Proposals for a Centre of Excellence pass through a distinct evaluation process. The process begins with eligibility and administrative checks and environmental screening.

All proposals that are deemed eligible and compliant are sent for Stage 1 review (Stage I of the evaluation process is carried out by International Scientific Peer Reviewers (ISPR). Each ISPR evaluates a single proposal in their own area of scientific specialism. All projects scoring 70 or more points at Stage 1 are then further considered by the Final Evaluation Committee (FEC) in Stage 2.

The Individual Consultant is expected to provide technical assistance to the Ministry of Science by participating at the Final Evaluation Committee (FEC), i.e. second evaluation stage. The FEC will be composed of a minimum of three (3) unbiased International Project Implementation Experts (IPIEs).

**The general functions and responsibilities of the IPIE will be:**

* Make use of the Stage I evaluation reports and the original proposals;
* Conduct a direct interview with the applicants;
* Evaluate projects according to 3 categories:
	+ Innovativeness
	+ Competitiveness
	+ Sustainability
* Reach a consensus of opinion on the final ranking of the projects.

The FEC will then provide the Council for Science (CfS) with the rank list and CfS will make final proposal to the Ministry of Science (MoS). The MoS will make a decision to grant a single applicant the status of Centre of Excellence.

The FEC will meet in Montenegro in the presence of at least one representative of MoS and the HERIC Grants Officer.

**Required qualification and criteria for selection of the consultant will be:**

* Advanced degree in science, preferably economy;
* At least 10 years of work experience in the field of applied and development research;
* Relevant peer review references;
* Proven experience in R&D project management, implementation and evaluation from the **innovation, competitiveness, market trends and sustainability** point of view,
* Fluency in English;

IPIE needs to remain focused on the aims and objectives of the Centre of Excellence schemes in awarding these marks and considers the categories in the light of the “feasibility of implementation and the balance and appropriateness of fund allocation”.

 **Timing and Duration of Assignment**

* **Starting date:** November 4,2013
* **Completion date:** November 28, 2013

**Reporting Obligations**

Guidelines for Applicants for Preparing an Application for a pilot Centre of Excellence, Stage I evaluation reports, original proposals and Format for Stage II evaluation of proposals by Final Evaluation Committee members will be provided to selected peer reviewer. The material will serve as guidance on how to conduct the project review and how to provide adequate inputs for the second evaluation stage.

The FEC will provide the Council for Science (CfS) with the rank list to grant a single applicant the status of Centre of Excellence, as per Annex 7b of the Guidelines for Applicants.

**Terms of Payment**

The Contract will be the Standard World Bank Lump Sum Contract for IC Assignments.

**Confidentiality and Conflict of Interest**

The peer reviewer undertakes to comply with the Code of Conduct for independent experts appointed as reviewers/evaluators and to maintain confidentiality on all information that is not in the public domain and shall not be involved in another assignment that represents a conflict of interest to the prevailing assignment.

CV must be delivered by **October 20, 2013, 17,00h** local time, 2013 by e-mail at the address: aleksandra.crvenica@mna.gov.me