

External Expertise - Project Management Support (part time)

Reference SA-0300462/2025/ZICG/2

1. BACKGROUND INFORMATION

About RIoM

In its capacity as an infrastructure manager, Railway Infrastructure builds and invests in railway infrastructure, takes care of its modernization and maintenance, ensures access and allocates infrastructure capacities to all interested railway carriers that meet the legal requirements, determines fees for the use of infrastructure capacities, creates and publishes timetables, organizes and regulates railway traffic. Railway Infrastructure of Montenegro JSC (RIoM) is responsible for maintaining the construction and electrotechnical railway infrastructure, as well as for managing investment projects related to the reconstruction and modernization of railway structures and electrotechnical systems.

About the “Connected for Cohesion” project

From July 1, 2025, CDI and its partners is implementing the project “**Connection for Cohesion**” co-financed from Interreg South Adriatic Programme. The project is expected to bring in several transformative changes in SAA rail sector, particularly in the context of its integration into the Core TEN-T network before 2030, through: i) an Improved Rail Connectivity: a comprehensive assessment of the rail sector will assess gaps & areas for improvement; ii) Increased Financing Scenarios for CBC initiatives; iii) Knowledge Transfer & Expertise Sharing, which will strengthen candidate countries’ strategic capabilities and increase their participation in EU infrastructure & transport policies; iv) an Enhanced Integration into the TEN-T Network. As a result of these efforts, the SA region will become more integrated into the TEN-T network, improving its readiness to access EU corridors. This will increase the region’s visibility & influence in EU relevant policies post 2027, facilitating greater economic cooperation & growth. Finally, the project will practically improve the preparedness of AL & MNE for Chapters 14&21. Co4Co is implemented by a cross-border partnership of five institutions: Cooperation and Development Institute (Albania) as Lead Partner, Albanian Railways, Railway Infrastructure of Montenegro, Puglia Region and Molise Region from Italy.

1.1 Beneficiary Country

Montenegro, with coverage of Albania and Italy

1.2 Contracting Authority

Railway Infrastructure of Montenegro (RIoM)

1.3 Relevant Background

The *Co4Co Project* aims to enhance TEN-T rail readiness of the South Adriatic region and increase regions’ footprint in EU policies. Project focus is rail connectivity, financing opportunities, and knowledge transfer in the rail sector. The project promotes cross-border cooperation between Albania, Montenegro, and Italy (Puglia and Molise), valorising collaboration and exchange of experience as tangible contribution to candidate countries’ readiness for EU integration and funding instruments.

To achieve its objectives, RIoM will complement its internal team with high-level external expertise that will provide dedicated external support.

2. OBJECTIVES OF THE CONTRACT

The external expert will provide managerial, technical support and content support to RIoM staff to: i) Ensure efficient **coordination** of the project and its work packages, and of knowledge management component, guaranteeing high-quality and **outputs** across activities; and, ii) provide data gathering, analysis and high-quality connectivity-based project reports, case studies, and policy papers, and follow their timely delivery

3. DURATION AND SCOPE OF WORK

Duration

- **Duration:** January 2026 – end of project
- **Engagement:** Part-time, with flexible input according to project needs
- **Location:** Based at the Project Partner premises, with remote support as agreed
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3. SCOPE OF WORK

Project Management Support

- Support RIoM in monitoring the overall project work plan, ensuring RIoM activities under all Work Packages (WPs) are on track and aligned with the project's logical framework.
- Serve as Point of Contact (POC) for inter-partner communication, and especially in communications with the Lead Partner;
- Assist in the preparation and facilitation of Project Steering Committee meeting to be organised by RIoM, including drafting agendas and minutes.
- Identifying potential delays or issues and proposing mitigation strategies.
- Support transfer of knowledge to RIoM beneficiaries (rail companies, regional authorities, CSOs).
- Contribute to the RIoM input into the design and materials for the Knowledge Transfer Program.
- Provide substantive input to the Position Papers and advocacy materials, as applicable
- Ensure validation of findings through stakeholder workshops and seminars organised by RIoM, as applicable
- Other as required and falling within project scope

3.2 Project Management

3.2.1 Contracting Authority

The Contracting Authority for the contract is: RIoM, at Address: Trg Golootckih zrtava, 13.

3.2.2 Facilities to be provided by the contracting authority and/or other parties

The Contracting Authority will fully co-operate with the Service Provider in order to achieve the best results. Technical information and access to the existing records, any useful information and/or

documentation which may be relevant to the performance of the Contract will be provided upon request.

The Contracting Authority will provide a workplace in its premises for the Contractor, to be used for project purpose.

The Service provider shall appoint a contact person responsible for all communication with the Contracting Authority.

4. ASSUMPTIONS & RISKS

4.1. Assumptions underlying the project

- There are available service providers for the provision of requested services.
- Sufficient flow of relevant information for the project implementation between the involved parties

4.2. Risks

Force majeure affecting the organization of the event (natural force majeure, INTERREG IPA South Adriatic Programme related, etc)

5. LOGISTICS AND TIMING

5.1 Location

Combination of remote support, desk-work, field missions (Montenegro, Albania, Italy, Brussels) and online facilitation.

5.2 Start date & period of implementation of tasks

The intended start date is **15th January 2026** and the period of implementation of the contract will be within two weeks from this date. Please see point 3 of the main conditions for the actual start date and period of implementation.

6. REQUIREMENTS

6.1. Project Management Support (PMS)

- **Education:** Advanced university degree (in Public Administration, Business Administration, European Studies, International Relations, or a related field.
- **Experience:**
 - Minimum 5 years of professional experience in coordinating and/or managing EU-funded projects in connectivity or related area.
 - Proven experience in stakeholder engagement and facilitation in a multi-country context.
 - Demonstrated expertise in knowledge management, communication, and capacity-building activities.
 - Familiarity with EU connectivity / cohesion policy and / or pre-accession funds, and / or the institutional framework of the Western Balkans is important.
 - Ability to work effectively in a multicultural team environment.

- **Skills:** Excellent organizational, communication, and interpersonal skills; proficiency in English.
- Fluency in English (both written and spoken) is mandatory. Knowledge of Italian, Albanian, or Montenegrin is a distinct advantage.

6.2 Facilities to be provided by the contractor

The contractor shall ensure that Key Experts, or any other eventual expert, support staff or backstopping are adequately supported and equipped. In particular it must ensure that there is sufficient administrative, secretarial and interpreting provision to enable other experts, support staff & backstopping to concentrate on their primary responsibilities.

6.3 Equipment

No equipment is to be purchased on behalf of the contracting authority / partner country as part of this service contract or transferred to the contracting authority / partner country at the end of this contract.

7. OUTPUTS

The contractor will support RIoM and report in a timesheet modality for the support provided to RIoM in achieving the following:

- RIoM Deliverables: i) progress reports, meeting minutes, risk monitoring updates; monitoring and keeping on track partners deliverables as per Action Plan on Assessments, Research, Communication, finance acquisition and advocacy; etc
- Connectivity Research Deliverables: Support RIoM on its part of the Assessment of SoA of Rail Sector in Montenegro, including input on military mobility and competitiveness, Reforms and Investments needs in MS and in CC; and on EU relevant instruments supporting Rail. Support will be provided to insure high quality RIoM assessment reports, investment & policy analyses, case studies, thematic papers; and their timely delivery;
- Knowledge Management Deliverables: coordinate RIoM input to Knowledge Transfer & Absorption Program (KTAP) content; and to advocacy/position papers, communication materials as applicable, etc.
- Final Deliverables: Consolidated RIoM final report.

9. APPLICATION & SELECTION

Interested experts or expert teams shall submit:

- CV(s) highlighting relevant experience.