

**TERMS OF REFERENCE**  
**Individual Consultant**  
**Short-term IT Specialist**

***Background***

The Agriculture Modernization Project (AMP) aims to improve the competitiveness in targeted agricultural sub-sectors in North Macedonia and strengthen public sector readiness for EU accession. The project was approved by the World Bank on January 30, 2020 and its closing date is June 30, 2025. The project is structured along three complementary components:

The project responds to the World Bank Country Partnership Framework 2019-2023 for North Macedonia objective, to improve connectivity and access to markets. The project is also in line with IBRD engagement goals, one of which is to contribute to a more productive rural economy with the potential to increase incomes for underserved groups that face greater barriers to achieving sustainable livelihoods, such as women, young people, and minority groups.

In addition, the AMP is also in line with The National Strategy for Agriculture and Rural Development for the period 2021-2027, which is the main long-term strategic document based on which the implementation of goals, policies and measures for the rural and the agricultural development in the country. The strategy is adopted in accordance with Article 6 of the Law on Agriculture and Rural Development for long-term planning of the national agricultural policy in order to achieve the legally defined sectoral development goals. The strategy provides three main strategic goals, namely: (i) improving the competitiveness and income sustainability of agricultural holdings, (ii) applying environmental practices in production that lead to mitigating and adapting to climate change, and (iii) ensuring sustainable rural development. For the first time, the monitoring and evaluation of the strategy will be the subject of a comprehensive system that includes a set of indicators and targets, monitoring and reporting procedures and evaluation of achievements.

The AMP's objective is to improve the competitiveness of the North Macedonia's agriculture sector and strengthen public institutions in the framework of the country's accession process to the European Union (EU). The project is structured around three complementary components as follows:

- i. Component 1: Agriculture Sector Competitiveness with its sub-component 1.1 Access to Training and Advisory Services, and sub-component 1.2 Agriculture and Food Distribution Systems;
- ii. Component 2: Institutional Capacity for EU Accession with its sub-component 2.1 Evidence-Based Policy-Making, sub-component 2.2 IPARD Implementation Capacity, and sub-component 2.3; and Safe disposal of animal by-products; and
- iii. Component 3: Project Management.

Under sub-component 2.1 (activity 1) a M&E system for agricultural and rural development policy design and implementation will be establishment. Technical assistance, goods, training and study tours will be supported to strengthen the MAFWE capacity for effective M&E and evidence-based policy making.

### ***Objectives of the Assignment***

The objective of this assignment is the engagement of a Short-term IT Specialist that will cover all technical aspects and support the AMP Project Management Team (PMT) during the procedure for the design, supply and installation of Hardware and Software that will be used for the establishment of an Integrated IT System within MAFWE. The improved information and communication infrastructure of the ministry should ensure integrated, more efficient, maintenance cost-effective and secure system which will include all relevant data associated with agriculture and rural development that is currently compiled by various MAFWE Departments, AFSARD, NEA, State Statistical Office, and others and used for evidence-based decision making at central level. The stable and unified IT System aims to support the effective, evidence-based design and implementation of agricultural and rural development policies by consolidating data from various registries and applications managed by the Ministry of Agriculture, Forestry, and Water Economy (MAFWE) into a single platform, ensuring timely, accurate, and comprehensive insights into the sector. By establishing a centralized data storage solution and enabling interaction with existing systems, the integrated approach will provide:

- Improved data quality and reliability;
- Reduced institutional fragmentation;
- Process automation and optimization;
- Support for more efficient data-driven decision-making;
- Lower maintenance and licensing costs;
- Enhanced risk and cybersecurity management.

The expected result is an integrated IT system that eliminates the weaknesses of the current “island-based” setup, strengthens institutional capacity for data management, and enables more advanced strategic planning and accountability.

### ***Scope of the Services***

The IT Specialist reports to the Project Director and Project Coordinator and is responsible for:

- Support the preparation of the technical specification(s) for the design, supply and installation of Integrated IT System and specific components therefore, based on the conducted analysis of the current situation of the ICT infrastructure of the MAFWE, which includes review of the existing practices for managing multiply databases and registers, as well as data exchange processes with other related institutions in coordination with the AMP IT expert and the Project Director;

- Support PMT of the AMP in preparation of bidding documentation and evaluation criteria for the Design, supply and installation of the Integrated IT System;
- Participate in the evaluation/ or provide specialist advice to the Evaluation Committee for the technical issues of the submitted bids on the Integrated IT System;
- Liaise between the vendor and the MAFWE in drafting Change Requests, Acceptance Procedures, Test Scenarios and relevant contract implantation documentation, specific to the Design, supply and installation of the Integrated IT System; and
- Contract management, preparation of acceptance tests and signing Provisional and Final Acceptance Certificates of the installed IT/Software solutions for the Design, supply and installation of the Integrated IT System.

### ***Professional Requirements/Qualifications***

- University Degree in Information Technology (IT), Electrical engineering, computer science or related disciplines;
- At least 10 (ten) years practical professional experience in information technology;
- Experience in preparation of technical specifications, documentation and evaluation criteria for purchase of IT Equipment (software and hardware);
- Experience in Macedonian (of the MAFWE, FVA, AFSARD and similar) or EU Member States agricultural administrative applications and systems will be considered as an asset, and
- Fluency in Macedonian and good/working knowledge of English language.

### ***Timeline and reporting***

The IT Specialist will be engaged in the period July 2025 to July, 2026 on part-time basis at most of 140-man days per year. The consultant's work will involve close collaboration with the AMP PMT's IT Specialist, Procurement Specialist and Component Leader.

### ***Deliverables***

<b>Deliverable</b>
Finalized technical specification(s) for the design, supply and installation of the Integrated IT System
Finalized Bidding Documents, approved by the World Bank
Signed Evaluation Report, approved by the World Bank
Prepared test scenarios, test data and data outputs
Agreed and approved Change Requests, Acceptance Procedures
Signed Provisional and Final Acceptance Certificates of the delivered and installed IT/software solutions

***Duration***

The initial Contract shall be concluded till July 31, 2026 and may be extended, based on the work evaluation and subject to satisfactory performance of the consultant.

The Contract shall be standard World Bank Time – based Contract for small assignments in accordance with the [Procurement Regulations for Investment Project Financing \(IPF\) Borrowers – Procurement in IPF of Goods, Works, Non-Consulting and Consulting Services](#), issued in July 2016, revised November 2017, July 2018, November 2020, September 2023 and February 2025 (“Regulations”), setting forth the World Bank’s policy on conflict of interest.