



Open Call for Consulting Services

Subject:	Common Regional Market Action Plan 2025 – 2028 / Business Enabling Environment and Competitiveness
Title:	Support for Investments in Sustainable Development in the Western Balkans Six (WB6)
RCC Department:	Programme Department
Number of consultants:	Consulting companies, bidding consortia of individual experts
Reporting to:	RCC Secretariat
Duration:	February 2025 – August 2025
Reference Number:	007-025

I. BACKGROUND

The Common Regional Market (CRM2) Action Plan (2025–2028), endorsed at the Berlin Process Summit, continues to prioritise investments as a key policy area, building on the foundation laid by CRM1. While maintaining focus on fostering a conducive investment environment, CRM2 places greater emphasis on attracting sustainable investments.

Foreign Direct Investment (FDI) inflows in the WB6 have been growing at a compound annual rate of approximately 6.7% in recent years. However, the contribution to sustainable development has been modest. To address the region's sustainability challenges, investment policies need to shift more decisively towards attracting investments that foster sustainable development, in line with global and EU trends.

Under CRM2, it was agreed that the region would develop a WB6 Recommendation on FDI Qualities for Sustainable Development. This Recommendation will be designed to help the WB6 maximise the contribution of FDI to sustainable development. It will be built around key high-level policy principles and directions, including governance, legal frameworks, development cooperation, and other areas that strengthen the region's capacity to attract FDI aligned with goals such as high-quality job creation, decarbonisation, and broader sustainability objectives.

To support this process (i) an assessment of the enabling environment is required to gain a clearer understanding of how each WB6 economy's regulatory frameworks, promotion activities, measurement systems, and similar aspects support investments contributing to sustainable development; as well as (ii) development of a draft WB6 Recommendation on FDI Qualities for

Sustainable Development, based on the assessment findings and in collaboration with the Joint Working Group on Investments (JWGI), which brings together investment policymakers under RCC facilitation; and (iii) creation of a policy toolkit to operationalise the Recommendation.

DESCRIPTION OF RESPONSIBILITIES

Objective of the assignment

The objective is threefold:

Comprehensive Assessment of Investment Environment for Sustainable Development: Conduct a comprehensive assessment of the enabling environment in each WB6 economy, focusing on regulatory frameworks, investment promotion activities, and measurement systems to understand their support for sustainable development.

WB6 Recommendation on FDI Qualities for Sustainable Development: Develop a draft, incorporating high-level policy principles in collaboration with the JWGI under RCC facilitation.

Operationalisation of the Recommendation: Create a practical policy toolkit to support implementation of the Recommendation, ensuring alignment with global and EU trends in sustainable investment.

Specific tasks

This contractor should focus on the following specific tasks:

Comprehensive assessment:

- Review the regulatory framework and strategic investment documents to assess the extent to which sustainable development aspects are considered and whether there is an emphasis on attracting investments that contribute to sustainable development;
- Review the WB6 Investment Incentive Platform (hosted on the RCC website) to assess the extent to which the WB6 aim to attract investments that contribute to sustainable development;
- Engage with the Ministries responsible for investment policy, Investment Promotion Agencies (IPAs), and other relevant institutions to gather information on whether they distinguish investments related to sustainable development, whether they track such investments, whether dedicated staff are assigned to them, and other relevant details to better understand the current situation;

- Analyse findings from both desk and primary research and produce a report outlining the state of play in each WB6, as well as common findings for the region.

WB6 Recommendation on FDI Qualities for Sustainable Development:

- Analyse initiatives in the EU and OECD aimed at aligning investment policies with sustainable development goals;
- Engage with the Joint Working Group on Investments (JWGI), under RCC facilitation, to gather their input and draft the content of the Recommendation, ensuring that the findings from the report conducted during the first phase are taken into account;
- Develop the framework for the WB6 Recommendation on FDI Qualities for Sustainable Development, including aspects of investment facilitation, and create a draft toolkit to operationalise the recommendations, specifically tailored to the unique context and challenges of the WB6. These recommendations should draw from and be informed by best practices and successful initiatives from both the EU and OECD.

Sustainable FDI Policy Toolkit

- Conduct consultations with ministries, IPAs, and relevant stakeholders to identify needs, challenges, and expectations for the toolkit, ensuring alignment with regional priorities and gathering input from the JWGI;
- Review best practices and frameworks from the EU, OECD, and other regions, and analyse findings from previous assessments, including the comprehensive assessment conducted as part of this TA, to identify relevant elements and address gaps effectively;
- Develop the toolkit for regulatory alignment, investment facilitation, and promotion, including sustainability criteria, case studies, and other components tailored to WB6 needs to help operationalise the Recommendation;
- With RCC facilitation, validate draft material with the JWGI, incorporate feedback, and refine the toolkit to deliver a comprehensive, user-friendly final version.

Methodology

The contractor is expected to suggest the most suitable methodology for successful completion of the assignment. This may include, but is not limited to, a mix of online and onsite activities. Note that a clear methodological overview should be an integral part of the concept note.

II. LOGISTICS AND TIMING

Timeline

The engagement is expected to take place from **February throughout August 2025**. The selected bidder should submit a Gantt chart with a clear overview of planned activities.

Lines of Communication

- The task will be implemented in close consultation with the RCC Secretariat.
- The contracted bidder will report to the **Senior Expert on Competitiveness**.
- As appropriate, meetings with RCC experts will be organised to agree on expectations and deliverables.

III. REQUIRED OUTPUTS / REPORTING

The following deliverables will be produced and transferred to the RCC Secretariat during the course of the assignment, as per the timeframe specified below:

	Deliverables	Due date
1.	Detailed Methodology and Work Plan submitted and agreed with the RCC	February 2025
2.	Comprehensive Assessment of Investment Environment for Sustainable Development	April 2025
3.	WB6 Recommendation on FDI Qualities for Sustainable Development (Technical Draft)	Mid-May 2025
4.	Sustainable FDI Policy Toolkit	August 2025

IV. REQUIREMENTS

The contractor should have at least two experts that fulfil the following requirements:

Education:	<ul style="list-style-type: none">▪ Advanced university degree (Master's Degree or equivalent) in economics or other field of relevance for the assignment.
Experience:	<ul style="list-style-type: none">▪ Minimum of 7 years of relevant experience related to investment or other related policies;▪ Experience in the region or beyond in the area related to the task;▪ Proven analytical skills and ability to conceptualise and write concisely and clearly, preferably evidenced by a list of published reports/papers in English;▪ Proven communication and presentation skills and ability to work in an environment requiring liaison and collaboration with multiple stakeholders including government representatives, international organisations' representatives, business community, civil society institutions, donors and other stakeholders;▪ Advanced computer skills (MS Office and internet software).
Language requirements:	<ul style="list-style-type: none">– Fluency in written and spoken English, as the official language of the RCC;– Knowledge of other RCC languages is an advantage.

Core Values

- Demonstrates integrity and fairness by modelling RCC values and ethical standards;
- Independent and free from conflicts of interest in the responsibilities defined by the Terms of Reference;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.

Core Competencies

- Demonstrates professional competence to meet responsibilities and post requirements and is conscientious and efficient in meeting commitments, observing deadlines and achieving results;

- Result-oriented; plans and produces quality results to meet the set goals, generates innovative and practical solutions to challenging situations;
- Communication: Excellent communication skills, including the ability to convey complex concepts and recommendations clearly;
- Team work: Ability to interact, establish and maintain effective working relations in a culturally diverse team;
- Ability to establish and maintain productive partnerships with regional and national partners and stakeholders.

Quality Control

The contractor should ensure an internal quality control during the implementing and reporting phase of the assignment. The quality control should ensure that the draft reports and deliverables comply with the above requirements and meet adequate quality standards before sending them to stakeholders for comments. The quality control should ensure consistency and coherence between findings, conclusions and recommendations. It should also ensure that findings reported are duly substantiated and that conclusions are supported by relevant judgment criteria.

The views expressed in the report will be those of the contractor and will not necessarily reflect those of the Regional Cooperation Council. Therefore, a standard disclaimer reflecting this will be included in the reports. In this regard, the contractor may or may not accept comments and/or proposals for changes received during the above consultation process. However, when comments/proposals for changes are not agreed by the contractor, the reasons should be explained in a comments table.

V. APPLICATION RULES

The application needs to contain the following:

- Technical Offer;
- Financial Offer.

Technical Offer

For companies and consortia of individual experts:

- Company profile including a brief description (up to 2 pages) of the company. In case of a bidding consortium, the team leader should submit the profile of the consortium;
- Copy of Company's Registration Certificate (in case of consulting companies);
- In case of bidding consortia of individual experts participating in this Call, they must indicate the members and show how the work is divided between them. Specifically, all members must name the team leader and authorise this member to represent the consortium and receive payments on behalf of the other members. A corresponding written authorisation, power of attorney must be attached to the bid;

- Financial records - company's balance sheet and profit-and-loss statement for the past 2 years (only in case of a bidding of consulting companies);
- CV of an expert(s), outlining relevant knowledge and experience as described in the Terms of References, along with contact details of referees;
- An outline work programme of a maximum of 5 pages describing the main issues, sources of information to be used, timeline and methodology. The work programme should include the initial outline of the content of the assessment;
- List of references for relevant activities implemented over the past years demonstrating relevant experience in the subject matter;
- Signed Statements of Availability (Annex I).

Financial Offer

The financial offer should reflect the following:

- All figures should be expressed in EUR

NOTE:

When preparing the financial offer, the applicant should take into account the following:

- Use a free format for the Budget providing the Global Price for the work to be provided
- **[Maximum budget should not exceed EUR 30,000]**
- The fee rates should be broadly consistent with those applicable in the region

Submission of applications:

Applications need to be submitted by 10 February 2025 through the website link [Apply now](#). Please make sure that the application is submitted in two separate folders one containing Technical Offer and the other Financial Offer. The documents should be submitted in a form of copies of the originals.

VI. EVALUATION RULES:

- The consultancy will be awarded to the highest qualified bidder based on the relevance of skills and expertise to this assignment;
- The applications are evaluated following these criteria:

EVALUATION GRID	Maximum score
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A. Technical Offer (A.1+A.2+A.3)	100
A.1. Work experience, references list: Relevant work experience; evidence of other contracts of the size comparable with that of the tender; experience with clients comparable to the Contracting Authority.	35
A.2. Quality and professional capacity of the consultant(s): CV(s) satisfy the criteria set forth in the Terms of Reference, education and experience demonstrate professional capacity and experience required.	35
A.3 Quality of the concept note: An outline of work programme describing the main issues, information, data sources, research and analytical tools to be employed by the author, as well as the timeline.	30
B. Financial Offer/ lowest price has maximum score	100

Score for offer X =

A: [Total quality score (out of 100) of offer X / 100] * 80

B: [Lowest price / price of offer X] * 20

In addition to the results of the technical and financial evaluation, a competency-based interview will be held with the selected bidder.

Information on selection of the most favourable bidder

The RCC Secretariat shall inform candidates and bidders of decisions reached concerning the award of the contract as soon as possible, including the grounds for any decision not to award a contract for which there has been competitive tendering or to recommence the procedure.

Standard letter of thanks for participation to unsuccessful bidders shall be sent within 15 days after the contract is signed with the awarded bidder.

The candidates and bidders wishing to receive a feedback may send a request within 15 days after receipt of the standard letter of thanks.

The request may be sent to the e-mail address ProcurementforRcc@rcc.int or to the address of the RCC Secretariat:

Regional Cooperation Council Secretariat

Attention to: Administration Department

Building of the Friendship between Greece and Bosnia and Herzegovina

Trg Bosne i Hercegovine 1/V

71000 Sarajevo
Bosnia and Herzegovina

Appeals procedure

Bidders believing that they have been harmed by an error or irregularity during the award process may petition the RCC Secretariat directly. The RCC Secretariat must reply within 15 days of receipt of the complaint.

The appeal request may be sent to the e-mail address ProcurementforRcc@rcc.int or to the address of the RCC Secretariat:

Regional Cooperation Council Secretariat
Attention to: Administration Department
Building of the Friendship between Greece and Bosnia and Herzegovina
Trg Bosne i Hercegovine 1/V
71000 Sarajevo
Bosnia and Herzegovina

ANNEX I: STATEMENT OF AVAILABILITY

REF: 007-025

By representing the Entity_____ we agree to participate in the above-mentioned tender procedure. We further declare that we are able and willing to work for the period(s) foreseen for the position for which our CVs have been included in the event that this tender is successful, namely:

Full Name	Available from (Date)	Available until (Date)	Acceptance by signature