



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 9 February 2017

Country: Indonesia

Description of the assignment: National Consultant - Coordinator for Government Financing in Papua Barat Province

Project name: SSTC-GF / DAS

Period of assignment/services: 80 working days (March - July 2017)

Proposal should be submitted at the following address: bids.id@undp.org no later than 23rd February 2017 at 17.00 (GMT+7)

Any request for clarification must be sent by standard electronic communication to rida.trisna@undp.org cc. feby.utari@undp.org which will be responded in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

1. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Technical Proposal:

- (i) Explaining why they are the most suitable for the work
- (ii) Provide a brief methodology on how they will approach and conduct the work
- (iii) Provide supporting documents/evidence (if applicable)
- (iv) Education Certificate

2. Financial proposal

3. Completed CV or P11 form with at least 3 references

2. FINANCIAL PROPOSAL

- **Lump sum contracts**

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

Travel:

The national consultant may be required to travel accordingly to government's agenda and to Papua Barat Province which will be determined after the submission of first deliverable. With travel plans unforeseeable, proposal shall exclude travel component and any travels should be upon prior written agreement, such travel shall be at UNDP's expense and the Individual Contractor shall receive a per diem not to exceed United Nations daily subsistence allowance rate in such other location.

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS