

Terms of Reference



Empowered lives.
Resilient nations.

GENERAL INFORMATION

Title: Technical support specialist for Market-Based Instrument
Project Name: Partnership for Market Readiness Indonesia
Reports to: PMR National Project Manager
Duty Station: Office-based
Expected Places of Travel (if applicable): Bogor, Bandung
Duration of Assignment: June 2018 – December 2018 (125 working days)

REQUIRED DOCUMENT FROM HIRING UNIT

x	TERMS OF REFERENCE
3	CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT, please select :
	(1) Junior Consultant
	(2) Support Consultant
	(3) Support Specialist
	(4) Senior Specialist
	(5) Expert/ Advisor
	CATEGORY OF INTERNATIONAL CONSULTANT, please select :
	(6) Junior Specialist
(7) Specialist	
(8) Senior Specialist	
x	APPROVED e-requisition

REQUIRED DOCUMENTATION FROM CONSULTANT

x	Duly signed P11 with three referees
x	Copy of education certificate
x	Completed technical proposal
x	Completed financial proposal

Need for presence of IC consultant in office:

☐ partial (explain)

☐ Intermittent (explain)

☒ full time/office based (needs justification from the Requesting Unit)

The consultant will support the daily work of Market-based Instrument Working Group under the supervision of the Technical Officer for Market-based Instrument therefore s/he is needed in full time/office based.

Provision of Support Services:

Office space:

☒ Yes (at the PMR project office)

Equipment (laptop etc):

☒ Yes ☐ No

Secretarial Services

☐ Yes ☒ No

If yes has been checked, indicate here who will be responsible for providing the support services:

The Partnership for Market Readiness project.

I. BACKGROUND

Climate change is an important issue in Indonesia. The country consists of thousands of islands with low-lying coastal areas liable to floods as well as arid lands and a fragile mountainous ecosystem. The country's GHG emissions is large and continuing to increase rapidly not only because of a growing population, but also the increasing growth rate of the economy.

Indonesia continues to actively participate in international negotiations on formulating effective efforts in combating global GHG emissions. In 2016, Indonesia has published the first National Determined Contribution (NDC) and ratified the Paris Agreement under Law No. 16 Year 2016, which has set unconditional reduction target of 29% and conditional reduction target up to 41 % of the business as usual (BAU) scenario by 2030. The BAU scenario is projected to be approximately 2.869 GtCO₂e in 2030.

One of the biggest challenge to achieve the emission reduction target is funding. Government budget alone will not be sufficient to ensure deliverance of the NDC target. Government needs to leverage the private and public participations to scale up the mitigation actions, which could be done by utilizing market-based instruments. An MBI will work by putting economic value on every unit of emission reduction, either directly as carbon pricing or indirectly as through a carbon crediting mechanism. The Paris Agreement recognizes this need by providing references to link global ambition target of GHG emission reduction to market-based approaches. In its NDC, Indonesia welcomes this concept of scaling-up national mitigation efforts by facilitating a market-based approach to incentive emission reduction within developing countries, or between developed and developing countries.

Partnership for Market Readiness project background

The Partnership for Market Readiness (PMR) is a platform designed to specifically help countries prepare for market-based policy choices and future implementation. As a PMR implementing country, Indonesia developed a Market Readiness Proposal (MRP), which was endorsed by the PMR's 7th Partnership Assembly meeting in Marrakech on October 22-23, 2013. For more information about PMR and Indonesia's proposal, visit <https://www.thepmr.org/country/indonesia-0>.

The World Bank, through the PMR project, provides funding for the implementation of the MRP, and the UNDP Indonesia Country Office has been appointed as the delivery agent responsible for project implementation. The Coordinating Ministry of Economic Affairs is the main government counterpart. Other key government stakeholders are the Ministry of Environment and Forestry (KLHK), the Ministry of Energy and Mineral Resources (ESDM), the Ministry of Industry (MOI), the Ministry of Finance, as well as the state-owned electricity state-owned enterprise, PLN and industry associations.

The project aims to support the government to determine an appropriate market-based instrument (MBI) to reduce GHG emissions. This will be achieved through the development of GHG emissions profiles and monitoring-reporting-verification (MRV) systems in power generation and energy-intensive industries; and the development and piloting of a framework for market-based instrument (MBI) in Indonesia. In regard of MBI, PMR Indonesia will comprehensively assess all aspects that are required for a proper implementation of MBIs, which include, but are not limited to, policy options (e.g. carbon tax, emission trading, renewable energy and energy efficiency certificates, baseline and crediting, sectoral crediting, and crediting NAMAs), cost and benefit analysis of each policy option, sectors to be included in the MBI, institutional set-up and required capacity. This comprehensive analysis is expected to propose a "most preferred" MBI policy option ready for political consideration and decision-making.

The context of this TOR is that a better understanding of the MBI options and its implementation is crucial if Indonesia would like to implement MBI for climate change mitigation. Technical support specialist for Market – Based Instrument is needed to assist MBI Working Group – PMR Indonesia in conducting its activities and discussions regarding MBI options for Indonesia.

II. SCOPE OF WORK, ACTIVITIES AND DELIVERABLES

Under the overall guidance and supervision of the National Project Manager – PMR Indonesia, the consultant will provide specialized and comprehensive support to assist the MBI Working Group activities, including the tasks below:

- Map out and compile strategic issues related with design and implementation of market-based policy options;
- Monitor the latest development in carbon market as well as the market-related agendas of UNFCCC negotiation;
- Prepare necessary briefing papers, newsletters, technical notes, etc. to disseminate knowledge, activities and results gathered and achieved by the MBI Working Group to relevant stakeholders;
- Assist the communication program and knowledge management of PMR Indonesia with carbon market-related news and reports;
- Assist the Technical Officer of MBI - PMR Indonesia in liaison with MBI WG members and stakeholders;
- Assist preparation/implementation of MBI Working Group's meetings and events;
- Carried out other duties as assigned by the Technical Officer for Industry Working Group.

The consultant should expect several meeting related travels in Bogor and Bandung.

Expected outputs and deliverables:

Deliverables/ Outputs	Estimated number of working days	Completion deadline	Review and Approvals Required <i>(Indicate designation of person who will review output and confirm acceptance)</i>
Deliverable 1: Updated collection of information, data, and issues related with preparation for MBI Working Groups market-related agenda and activities.	22 days	31 July 2018	NPM of PMR Indonesia
Deliverable 2: Development of workplan to ensure the effective implementation of activities related with MBI Working Groups agenda.	21 days	31 August 2018	NPM of PMR Indonesia
Deliverable 3: Development of ready-to-use technical notes and documentation reports acquired from MBI Working Group, as form of communication for PMR Indonesia in general and MBI WG in particular.	19 days	30 September 2018	NPM of PMR Indonesia
Deliverable 4: Development of design and preparation of activities related with MBI Working group agenda, including assist the communication program and knowledge management of PMR Indonesia with carbon market-related news and reports.	23 days	31 October 2018	NPM of PMR Indonesia
Deliverable 5: Design of the necessary supporting documents to ensure the effective participation of stakeholders in various of events/meetings as to assist preparation/implementation of MBI Working Group's meetings and events.	21 days	30 November 2018	NPM of PMR Indonesia
Deliverable 6: Development summary report of MBI Working group market-related agenda and activities*.	19 days	31 December 2018	NPM of PMR Indonesia
<i>Total</i>	<i>125 days</i>		

*The reports describe the consultant's activities to conduct his/her tasks.

III. WORKING ARRANGEMENTS

Institutional Arrangement

- The consultant will carry out his/her functions under the direct supervision of PMR National Project Manager and PMR Technical Officer for Market-based Instrument, and will coordinate closely with Market-based Instrument WG and other relevant stakeholders.
- Any other tasks that are not included above but during the assignment period later deemed important to ensure the quality of the deliverables could be proposed by the incumbent and shall be agreed jointly.

Duration of the Works

The consultant will perform his/her assignment with the following timeline:

- He/she will have 125 total of working days from June – December 2018 to be completed of assignment;
- The expected effective working date is started on 25 June 2018;
- He/she should submit the deliverables 1 week before the deadlines specified in contract to enable the project undertaking proper review;
- Delay on submitting report will impact on the completion of works and release of payment.

Duty Station

Office-based with travel plan as indicated below.

Travel Plan

Below is an indicative travel plan for the duration of the assignment. The Consultant will be required to travel to the below indicated destinations and **include the relevant travelling and accommodation costs into the proposal**. There may be also unforeseen travel that will come up during the execution of the contract which will be agreed on ad-hoc basis.

No	Item	No of travel days	Frequency	Indicative Location
1	WG coordination meeting	10	5	Bogor
2	WG report review	6	3	Bogor
3	Workshop on MBI study result	6	3	Bandung

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications:

Bachelor's degree in any field, preferably environment related one.

Years of experience:

- Minimum 4 years of professional experience working in climate change related issues;
- Have a professional experience in working with Government of Indonesia and/or international donors;
- Have relevant experience in carbon market issues and/or projects is preferable.

Other Competencies and special skills requirement:

- Good working knowledge of ITC technologies (related software, phone, email, internet) and computer applications (e.g. MS Office, MS Excel).
- Confidential handling of data and information.
- Language skills: good spoken and written in English and Bahasa Indonesia.
- Good interpersonal and communication skills, with the ability to effectively interact with people in a multi-disciplinary and multi-cultural environment.
- Demonstrated ability to take initiative and work independently while also having the skills and interests to work effectively within teams.
- Strong motivation & ability to work & deliver under short deadlines.

V. EVALUATION METHOD AND CRITERIA

Individual consultants will be evaluated based on the following methodologies:

Cumulative analysis

The award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- a) Responsive/compliant/acceptable, and
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

* Technical Criteria weight; [70%]

* Financial Criteria weight; [30%]

Only candidates obtaining a minimum of 70 point would be considered for the Financial Evaluation

Criteria	Weight	Maximum Point
<u>Technical (70%)</u>		
Criteria: Qualification requirements as per TOR:	70	
<ul style="list-style-type: none"> Bachelor's degree in any field, preferably environment related one. 		10
<ul style="list-style-type: none"> Minimum 4 years of professional experience working in climate change related issues. 		20
<ul style="list-style-type: none"> Have a professional experience in working with Government of Indonesia and/or international donors. 		20
<ul style="list-style-type: none"> Have relevant experience in carbon market issues and/or projects is preferable. 		20
Criteria B: Brief Description of Approach to Assignment	30	
<ul style="list-style-type: none"> Comprehensiveness: have the important aspects of the task been addressed in sufficient detail? 		10
<ul style="list-style-type: none"> Suitability: is the scope of task well defined and does it correspond to the TOR? 		10
<ul style="list-style-type: none"> Clarity and logic: is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the project? 		10
<u>Financial Criteria (30%)</u>		