



REQUEST FOR PROPOSAL (RFP)

Interested Bidders	Date: October 8, 2020
	Reference: RFP/UNDP/RCO/26655/026/2020 – National Consultancy for Socio Economic Impact of the COVID – 19 Pandemic on the SDG Progress

Dear Sir / Madam:

The United Nations Development Programme (UNDP) hereby invites you to submit a Proposal to this Request for Proposal with reference **National Consultancy for Socio-economic Impact Analysis of the COVID-19 Pandemic on the SDGs progress**

A **bidder's conference** (Registration is required):

Date/Time: 13 October 2020 at 2pm (GMT +7)

Online: <https://undp.zoom.us/meeting/register/tZcrc-2srzgvGdwI0uk4USnByhRfJW5MAMMc>

Meeting ID: 836 4441 3538

Detailed Terms of Reference (TOR) as well as other requirements are listed in the RFP available on UNDP ATLAS e-Tendering system (<https://etendering.partneragencies.org>) **Event ID:** 0000007406

Your offer, comprising of a Technical and Financial Proposal, should be submitted in accordance with the RFP requirements, through the UNDP ATLAS e-Tendering system and by the deadline indicated in <https://etendering.partneragencies.org>.

NOTE! The Technical Proposal and Financial Proposal files MUST BE COMPLETELY SEPARATE and uploaded separately in the system and clearly named as either "TECHNICAL PROPOSAL" or "FINANCIAL PROPOSAL", as appropriate. Each document shall include the Proposer's name and address.

The file with the "FINANCIAL PROPOSAL" must be encrypted with a password so that it cannot be opened nor viewed until the Technical Proposal has been found to be pass the technical evaluation stage. Once a Technical Proposal has been found to be responsive by passing the technical evaluation stage, UNDP shall request the Proposer to submit the password to open the Financial Proposal.

The Proposer shall assume the responsibility for not encrypting the Financial Proposal. **NOTE: DO NOT ENTER BID AMOUNT IN THE SYSTEM, INSTEAD ENTER THE NUMBER 1.**

In the course of preparing and submitting your Proposal, it shall remain your responsibility to ensure that it is submitted into the system by the deadline. The system will automatically block and not accept any bid after the deadline. In case of any discrepancies, the deadline indicated in the system shall prevail.

Kindly ensure that supporting documents required are signed and stamped and in the .pdf format, and free from any virus or corrupted files and the **FINANCIAL PROPOSAL IS PASSWORD PROTECTED**.

NOTE: The file name should contain only Latin characters (No Cyrillic or other alphabets.).

You are kindly requested to indicate whether your company intends to submit a Proposal by clicking **“Accept Invitation”** but not later than **12 October 2020**. If this is not the case, UNDP would appreciate indicating your reason, for our records.

If you have not registered in the system before, you can register by logging in using:

Username: event.guest

Password: why2change

The step by step instructions for registration of bidders and quotation submission through the UNDP ATLAS e-Tendering system is available in the attached “Instructions Manual for the Bidders”. Should you require any training on the UNDP ATLAS e-Tendering system or face any difficulties when registering your company or submitting your quotation, please send an email to yusef.millah@undp.org cc. rida.trisna@undp.org

Please note that ATLAS has following minimum requirements for password:

1. Minimum length of 8 characters;
2. At least one capital letter; and
3. At least one number.

New proposer registering for the first time, the system will not accept any password that does not meet the above requirement, and thus registration cannot be completed.

For existing vendor whose current password does not meet the abovementioned password requirements, the system will prompt you to change your password upon signing in. Please change your password in accordance with the abovementioned password requirements to be able to login to the system.

The user guide and video are available to you in the UNDP public website in this link: <http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement:notices/resources/>. You can also access the instruction from youtube with link: <https://www.youtube.com/watch?v=Trv1FX6reu8&feature=youtu.be>.

You are advised to use Internet Explorer (Version 10 or above) to avoid any incompatibility issues with the re-tendering system.

No hard copy or email submissions will be accepted by UNDP.

UNDP looks forward to receiving your Proposal and appreciate your interest to participate in UNDP procurement opportunities.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'MSK' or similar initials, followed by a horizontal line.

Martin Stephanus Kurnia
Head of Procurement Unit
08-Oct-2020

Annex 1**Description of Requirements**

Context of the Requirement	<p>On March 11, 2020, the World Health Organization (WHO) declared the spread of Coronavirus (COVID-19) a pandemic. The decision aimed at preventing the spread of the virus around the world, and to strengthen countries' preparation for active surveillance, early detection, isolation and case management, contact tracing and mitigation of its onward spread. Since then, it has impacted over 180 countries, disrupting economies, businesses and people's lives across the globe. The pandemic has had multidimensional impacts with a domino effect, not only on human health, but also with differentiated socio-economic impacts at all levels of society and within different sectors. On 31 March 2020, the United Nations Secretary-General launched a report on the socio-economic impact of the crisis "Shared Responsibility, Global Solidarity: Responding to the socio-economic impacts of COVID-19" that underlined the gravity of disruption caused by the pandemic and called for joint action to address the impact.</p> <p>The COVID-19 pandemic is much more than a health crisis. It is a human crisis that is claiming many lives and threatening the health, social and economic spheres of society. Invariably, the pandemic will diminish social services, economic activities, financial resources and infrastructure and exacerbate people's existing vulnerabilities, including those of low income households with limited or no access to critical healthcare services and lack of safe and nutritious as well as affordable food, those of immunosuppressed people, women who have been at the frontline of the response, children, the elderly, people with disabilities, refugees without access to cash assistance and with limited livelihoods opportunities to support themselves, and migrant and informal sector workers.</p> <p>The gender dimension across these populations is especially acute as women also have less access to social protection and will bear a disproportionate burden in the care economy, in the case of closure of schools or care systems. Moreover, in some settings, women tend to work in informal jobs more acutely hit by the crisis.</p> <p>On 13 April 2020, the Government of Indonesia declared COVID-19 as national non-natural disaster. Large scale social restrictions (PSBB) were implemented in major cities, affecting socio-economic activities. As of 9 September, the Government of Indonesia has confirmed a total of 203,342 cases of COVID-19 throughout all 34 provinces with a total of 8336 deaths reported.</p> <p>The impact on the economy as a result of the pandemic has been severe. Real GDP growth slumped from 5.0 percent in Q4 2019 to a contraction of 5.32 percent in the second quarter of this year, the worst negative growth since</p>
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	<p>1999, as all components of economic activity slowed. The Government revised down its forecast for GDP this year to a range of - 1.1% to 0.22% growth and predict that additional 3.8 million people would fall into poverty and 5.2 million would lose their jobs. Private consumption slowed as mobility restrictions and personal avoidance behavior curbed household consumption. Investment growth also declined with heightened uncertainty and lower commodity prices. There was broad-based slowdown across sectors. Manufacturing, construction, and low value-added service sectors including transport, storage, hotels and restaurants, sectors that employ a larger number of workers, all saw a near halving in their sectoral growth rates from Q4 2019.</p> <p>Consequently, Indonesia's emergence as one of the world's leading economies with ensuing strong economic growth, a rapid decrease in poverty rates, improvements in education and access to better health services, food, water, sanitation and electricity is challenged. The COVID-19 pandemic may adversely affect important gains accrued over the past years across a range of SDGs; including progress in the fight against poverty (SDG1), food security and nutrition (SDG2), health services (SDG3), and is likely to exacerbate inequalities (SDG10), particularly gender inequality (SDG5).</p> <p>The national COVID-19 response in Indonesia</p> <p>The economic slowdowns in Indonesia due to the COVID-19 pandemic are already threatening gains made in reducing gender gaps, poverty reduction, value chain productivity, and job growth over the past 20 years. In Q2 2020, approximately 60 percent of female workers were employed in sectors hit hardest by the pandemic and experiencing contractions in Q2 2020 i.e. accommodation and food services, manufacturing, company services and other services. Consequently, the majority of those who lose their jobs in the formal and informal sectors are women. This is especially the case in rural communities, where half of the agricultural households comprise female farmers.</p> <p>To mitigate the economic impacts of COVID, the Government has announced a package of IDR 695.2 Trillion, with an overall estimated impact on the budget of 4.3 percent of GDP, including new spending of 3.0 percent of GDP. Together with lower revenues, the fiscal deficit is expected to widen to 6.3 percent of GDP. The package includes larger allocations to the health sector, significant increases in social assistance (110 million individuals receive some sort of support through different types of social protection programmes), 15.7 eligible million workers will receive cash assistance for 4 months, large tax incentives for corporates, bailouts of SOEs, credit programs for MSMEs (12 million MSMEs are targeted) and equity injections for banks that restructure SME loans, and additional spending by local governments and line ministries.</p> <p>UN Indonesia response to the COVID-19 pandemic</p> <p>The UN in Indonesia, under the leadership of the Resident Coordinator, developed a Multi-Sectoral Response Plan (MSRP), which was launched it on 8th of May. The MSRP is a comprehensive recovery plan and covers immediate</p>
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	(humanitarian) and socio-economic needs broken down into 7 pillars – Health, Communications and Community Engagement, Logistics, Food Security, Socio-Economic Recovery, Critical Services, and Protection of Vulnerable Groups. The Multi Sectoral Response Plan aims at complementing the efforts of the Government of Indonesia in addressing the direct and indirect impact of the COVID-19 crisis.
Implementing Partner	Resident Coordinator Office
Brief Description of the Required Services ¹	<p>The aim of this Socio-Economic Impact Analysis (SEIA) is to contribute to better informed policy responses that put people at the centre, especially those most impacted and left behind or risk being left behind, based on available evidence. The SEIA is in congruence with the UN framework for the immediate socio-economic response to COVID-19 launched by the UN Secretary-General in April 2020. The five pillars in the guidelines for a collective UN response – health first, protecting people, economic response and recovery, macroeconomic response and multilateral collaboration, social cohesion and community resilience will be the guiding methodology for the overall scope of the SEIA.</p> <p>In Indonesia, the socio-economic response framework is mainstreamed in the MSRP, which is the comprehensive response plan of the UN in Indonesia for 2020. Under the leadership of the Resident Coordinator and with UNDP as technical lead of the Socio-economic response framework, the UN response in Indonesia is delivered with a high degree of cohesion and coordination among the UN agencies. MSRP is also implemented in close cooperation with Ministries and local governments. Many support actions are implemented by UN agencies working jointly. To understand the socio-economic impact of the COVID-19 pandemic, the UN in Indonesia are also conducting assessments, surveys either jointly and individually.</p> <p>Methodologically, the SEIA aims to carry out a desk review and meta-analysis to provide a snapshot on all the surveys and assessments that have been carried out by the UN, Government Agencies, Development Partners and International Financial Institutions such as the World Bank and the Asian Development Bank since the outbreak of the pandemic in Indonesia.</p> <p>Concretely, the SEIA will focus on the impact of the COVID-19 pandemic on the progress of Sustainable Development Goals (SDGs) 1, 2, 3, 4, 5, 8 and 10 in Indonesia. This includes identifying gaps and eventual duplications in the existing mitigation and prevention measures as well as feasible means to improve coherence between these measures and develop concrete policy recommendations. In the analysis, please refer to several national documents on SDGs including the SDGs Roadmap 2030 and the RPJMN 2020-2024.</p>

¹ A detailed TOR may be attached if the information listed in this Annex is not sufficient to fully describe the nature of the work and other details of the requirements.

	<p>To the extent that COVID19 will remain a continuing threat to all countries, including Indonesia over the medium term, the SEIA aims to inform the ongoing response plan and the future programming of the UN agencies in Indonesia, through instruments such as the UN Sustainable Development Cooperation Framework (UNSDCF 2021-2025) with Indonesia.</p>
List and Description of Expected Outputs to be Delivered	<p>Under the overall supervision of the Head of the UN Resident Coordinator's Office (RCO) and the direct supervision of the RCO Economist, the consultant will seek to:</p> <ul style="list-style-type: none"> • Carry out a 'survey of surveys' of COVID-19 socio-economic impact in Indonesia that are conducted by UN Agencies and Non-UN Agencies (including Government, Universities, Think-thank, Development Banks, and NGOs). <ul style="list-style-type: none"> ○ Survey of surveys should provide a snapshot of existing surveys, assessment and analysis on the COVID-19 socio-economic impact, ○ It is expected that this analysis will use the SERF as the overall framework to organize the findings (the five pillars). ○ The final output should provide to the extent possible a more in-depth impact analysis for SDGs 1, 2, 3, 4, 5, 8 and 10 ○ Ensure that this analysis is gender sensitive ○ Identify areas for policy recommendations that are based on the principle of Building Back Better and Recover safely and sustainably from the Pandemic • Consult with relevant UN Agencies, Government partners and representatives from think tanks, universities and NGOs whose surveys/analysis used in this 'survey of surveys' to clarify on the findings as well as the policy options. Communication with government partners will be initiated and accompanied by the RCO/UNCT. <p>Expected deliverables</p> <ol style="list-style-type: none"> 1. Inception report detailing the workplan of the Consultant/Service Company with timelines, list of interviewees, outline of the report and the succinct methodology to be used, which will be discussed and agreed with the supervisors at the RCO; and, 2. Interim Report that is mapping what surveys, assessments and analysis are available that assess the socio-economic impact of COVID-19 in Indonesia. The interim report should highlight key findings of COVID-19 socio-economic impact on selected SDGs (SDG 1, 2, 3, 4, 5, 8 and 10). The report should also highlight the outcome of consultations held. 3. A comprehensive final report that captures the full results of the survey of surveys and distills the key findings and messages on a select of SDGs

	<p>(SDG 1, 2, 3, 4, 5, 8, 10) for national decision-makers and the UN system in Indonesia. The final report should include a repository of COVID-19 socio-economic impact surveys and assessments. The final report is expected to include:</p> <ul style="list-style-type: none"> a. an executive summary b. A snapshot of policy responses focusing on institutions, structural deficiencies, targeting the most vulnerable people and places c. Gender disaggregated data and, to the extent possible, an overview of specific problems and issues faced by men and women, how they are affected differently, etc. d. And overview of data gaps <p>Note: The RC/RCO and UN technical committee will have the opportunities to review the deliverables.</p>
Person to Supervise the Work/Performance of the Service Provider	Afke Bootsman, Head of RCO.
Frequency of Reporting	<i>n/a</i>
Progress Reporting Requirements	<i>n/a</i>
Location of work	Based in Indonesia, have an office in Indonesia
Expected duration of work	The SEIA shall take a maximum of 2.5 months for completion from initial desk research to finalization of the report after incorporating comments from the UN.
Target start date	ASAP
Latest completion date	Mid of January 2021
Travels Expected	any unforeseen travel will be agreed prior travelling including any travel expense that will be reimbursed
Special Security Requirements	<input checked="" type="checkbox"/> Security Clearance from UN prior to travelling
Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal)	N/A
Implementation Schedule	<input checked="" type="checkbox"/> Required

indicating breakdown and timing of activities/sub-activities	
Names and curriculum vitae of individuals who will be involved in completing the services	<p><input checked="" type="checkbox"/> Required</p> <p>Desired background qualifications, experience and competences</p> <ul style="list-style-type: none"> ● A Team Leader/Senior Researcher, who will be responsible for the overall management of the work. <ul style="list-style-type: none"> ○ PhD degree in Economics, Development, Public Policy, Social Sciences, Statistics, or another field relevant for the consultancy ○ 5 years of relevant professional experience ○ Demonstrated research experience and publishing experience with an emphasis on transdisciplinary socio-economic analysis and impact assessments; ○ Proven record of research experience and or publication in SDGs. ○ Capacity to communicate effectively as well as write high quality, concise and analytical reports in English; ○ Working knowledge of Bahasa Indonesia; ○ Experience on COVID 19 socio economic assessments and response framework would be an advantage. ● Researchers <ul style="list-style-type: none"> ○ PhD or Master's in Economics, Development, Public Policy, Social Sciences, Statistics, or another field relevant for the consultancy ○ 5 years of relevant professional experience (for PhD) or 10 years of relevant professional experience (for Master's); ○ Demonstrated research experience and publishing experience with an emphasis on transdisciplinary socio-economic analysis and impact assessments; ○ Capacity to communicate effectively as well as write high quality, concise and analytical reports in English; ○ Working knowledge of Bahasa Indonesia; and, ● Assistant Researchers <ul style="list-style-type: none"> ○ Bachelor's degree in economics, development, Social Sciences, Statistics, or another field relevant for the consultancy ○ 3 years of relevant professional experience; ○ Demonstrated data collection and research experience on transdisciplinary socio-economic analysis and impact

	assessments; ○ Working knowledge of Bahasa Indonesia; and,																				
Currency of Proposal	<input checked="" type="checkbox"/> United States Dollars <input checked="" type="checkbox"/> Local Currency for Local Bidders																				
Value Added Tax on Price Proposal ²	<input checked="" type="checkbox"/> must be exclusive of VAT and other applicable indirect taxes																				
Validity Period of Proposals (Counting for the last day of submission of quotes)	<input checked="" type="checkbox"/> 90 days In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.																				
Partial Quotes	<input checked="" type="checkbox"/> Not permitted																				
Payment Terms ³	<table border="1"> <thead> <tr> <th>No</th><th>Deliverable</th><th>Timeline</th><th>% of payment</th></tr> </thead> <tbody> <tr> <td>1</td><td>Inception Report</td><td>End of November 2020</td><td>15%</td></tr> <tr> <td>2</td><td>Interim Report</td><td>End of December 2020</td><td>40%</td></tr> <tr> <td>3</td><td>Final Report</td><td>Mid of January 2021</td><td>45%</td></tr> <tr> <td colspan="3">Total</td><td>100%</td></tr> </tbody> </table>	No	Deliverable	Timeline	% of payment	1	Inception Report	End of November 2020	15%	2	Interim Report	End of December 2020	40%	3	Final Report	Mid of January 2021	45%	Total			100%
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Person(s) to review/inspect/ approve outputs/complete d services and authorize the disbursement of payment	Afke Bootsman, Head of RCO.																				
Type of Contract to be Signed	<input checked="" type="checkbox"/> professional service contract																				
Criteria for Contract Award	<input type="checkbox"/> Lowest Price Quote among technically responsive offers <input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) <input checked="" type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.																				

² *VAT exemption status varies from one country to another. Pls. check whatever is applicable to the UNDP CO/BU requiring the service.*

³ *UNDP preference is not to pay any amount in advance upon signing of contract. If the Service Provider strictly requires payment in advance, it will be limited only up to 20% of the total price quoted. For any higher percentage, or any amount advanced exceeding \$30,000, UNDP shall require the Service Provider to submit a bank guarantee or bank cheque payable to UNDP, in the same amount as the payment advanced by UNDP to the Service Provider.*

Criteria for the Assessment of Proposal	<p>Technical Proposal (70%)</p> <p><input checked="" type="checkbox"/> Expertise of the Consultancy Institution: (50%)</p> <p><input checked="" type="checkbox"/> Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan: (20%)</p> <p><input checked="" type="checkbox"/> Management Structure and Qualification of Key Personnel: (30%)</p> <p><i>NOTE: only bidder(s) who received minimum of 70 points where the financial proposal will be opened</i></p> <p>Financial Proposal (30%)</p> <p>To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.</p>
UNDP will award the contract to:	<p><input checked="" type="checkbox"/> One and only one Service Provider</p> <p><input type="checkbox"/> One or more Service Providers, depending on the following factors:</p>
Contract General Terms and Conditions ⁴	<p><input type="checkbox"/> General Terms and Conditions for contracts (goods and/or services)</p> <p><input checked="" type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)</p> <p>Applicable Terms and Conditions are available at: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</p>
Annexes to this RFP ⁵	<p><input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2)</p> <p><input checked="" type="checkbox"/> Detailed TOR</p> <p><input type="checkbox"/> Others⁶ [pls. specify]</p>

⁴ Service Providers are alerted that non-acceptance of the terms of the General Terms and Conditions (GTC) may be grounds for disqualification from this procurement process.

⁵ Where the information is available in the web, a URL for the information may simply be provided.

⁶ A more detailed Terms of Reference in addition to the contents of this RFP may be attached hereto.

<p>Contact Person for Inquiries (Written inquiries only)⁷</p>	<p>Focal Person in UNDP: Rida Dian Trisna Address: Menara Thamrin 8th Fl. Jl. MH Thamrin Kav. 3 Jakarta 10250, Indonesia E-mail address: rida.trisna@undp.org</p> <p>Mandatory subject of email: RFP/UNDP/RCO/26655/026/2020 – National Consultancy for Socio Economic Impact of the COVID – 19 Pandemic on the SDG Progress</p> <p>Any delay in UNDP’s response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.</p>
<p>Other Information <i>[pls. specify]</i></p>	<ul style="list-style-type: none"> ▪ Format: PDF files only ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latinalphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: N/A

⁷*This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.*

Annex 2

FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL⁸

(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery⁹)

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date] , and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions :

A. Qualifications of the Service Provider

The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following :

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) Latest Audited Financial Statement – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- c) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contact references;*
- d) Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*

⁸ This serves as a guide to the Service Provider in preparing the Proposal.

⁹ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

B. Proposed Methodology for the Completion of Services

The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

C. Qualifications of Key Personnel

If required by the RFP, the Service Provider must provide :

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) CVs demonstrating qualifications must be submitted if required by the RFP; and*
- c) Written confirmation from each personnel that they are available for the entire duration of the contract.*

D. Cost Breakdown per Deliverable*

	Deliverables [list them as referred to in the RFP]	Percentage of Total Price (Weight for payment)	Price (Lump Sum, All Inclusive)
1	Inception Report	15%	
2	Interim Report	40%	
3	Final Report	45%	
	Total	100%	

**This shall be the basis of the payment tranches*

E. Cost Breakdown by Cost Component [This is only an Example]:

Description of Activity	Remuneration per Unit of Time	Total Period of Engagement	No. of Personnel	Total Rate
I. Personnel Services				
a. Team Leader/Senior			1	

Researcher				
b. Researcher			1	
c. Assistant Researcher			1	

*[Name and Signature of the Service Provider's
Authorized Person]
[Designation]
[Date]*

TERMS OF REFERENCE

National Consultancy for Socio-economic Impact Analysis of the COVID-19 Pandemic on the SDGs progress

a. Background Information and Rationale, Project Description

On March 11, 2020, the World Health Organization (WHO) declared the spread of Coronavirus (COVID-19) a pandemic. The decision aimed at preventing the spread of the virus around the world, and to strengthen countries' preparation for active surveillance, early detection, isolation and case management, contact tracing and mitigation of its onward spread. Since then, it has impacted over 180 countries, disrupting economies, businesses and people's lives across the globe. The pandemic has had multidimensional impacts with a domino effect, not only on human health, but also with differentiated socio-economic impacts at all levels of society and within different sectors. On 31 March 2020, the United Nations Secretary-General launched a report on the socio-economic impact of the crisis "Shared Responsibility, Global Solidarity: Responding to the socio-economic impacts of COVID-19" that underlined the gravity of disruption caused by the pandemic and called for joint action to address the impact.

The COVID-19 pandemic is much more than a health crisis. It is a human crisis that is claiming many lives and threatening the health, social and economic spheres of society. Invariably, the pandemic will diminish social services, economic activities, financial resources and infrastructure and exacerbate people's existing vulnerabilities, including those of low income households with limited or no access to critical healthcare services and lack of safe and nutritious as well as affordable food, those of immunosuppressed people, women who have been at the frontline of the response, children, the elderly, people with disabilities, refugees without access to cash assistance and with limited livelihoods opportunities to support themselves, and migrant and informal sector workers. The gender dimension across these populations is especially acute as women also have less access to social protection and will bear a disproportionate burden in the care economy, in the case of closure of schools or care systems. Moreover, in some settings, women tend to work in informal jobs more acutely hit by the crisis.

On 13 April 2020, the Government of Indonesia declared COVID-19 as a national non-natural disaster. Large scale social restrictions (PSBB) were implemented in major cities, affecting socio-economic activities. As of 9 September, the Government of Indonesia has confirmed a total of 203,342 cases of COVID-19 throughout all 34 provinces with a total of 8336 deaths reported. The impact on the economy as a result of the pandemic has been severe. Real GDP growth slumped from 5.0 percent in Q4 2019 to a contraction of 5.32 percent in the second quarter of this year, the worst negative growth since 1999, as all components of economic activity slowed. The Government revised down its forecast for GDP this year to a range of -1.1% to 0.22% growth and predict that additional 3.8 million people would fall into poverty and 5.2 million would lose their jobs. Private consumption slowed as mobility restrictions and personal avoidance behavior curbed household consumption. Investment growth also declined with heightened uncertainty and lower commodity prices. There was broad-based slowdown across sectors. Manufacturing, construction, and low value-added services sectors including transport, storage, hotels and restaurants, sectors that employ a larger number of workers, all saw a near halving in their sectoral growth rates from Q4 2019.

Consequently, Indonesia's emergence as one of the world's leading economies with ensuing strong economic growth, a rapid decrease in poverty rates, improvements in education and access to better health services, food, water, sanitation and electricity is challenged. The COVID-19 pandemic may adversely affect important gains accrued over the past years across a range of SDGs; including

progress in the fight against poverty (SDG1), food security and nutrition (SDG2), health services (SDG3), and is likely to exacerbate inequalities (SDG10), particularly gender inequality (SDG5).

The national COVID-19 response in Indonesia

The economic slowdown in Indonesia due to the COVID-19 pandemic are already threatening gains made in reducing gender gaps, poverty reduction, value chain productivity, and job growth over the past 20 years. In Q2 2020, approximately 60 percent of female workers were employed in sectors hit hardest by the pandemic and experiencing contractions in Q2 2020 i.e. accommodation and food services, manufacturing, company services and other services. Consequently, the majority of those who lose their jobs in the formal and informal sectors are women. This is especially the case in rural communities, where half of the agricultural households comprise female farmers.

To mitigate the economic impacts of COVID, the Government has announced a package of IDR 695.2 Trillion, with an overall estimated impact on the budget of 4.3 percent of GDP, including new spending of 3.0 percent of GDP. Together with lower revenues, the fiscal deficit is expected to widen to 6.3 percent of GDP. The package includes larger allocations to the health sector, significant increases in social assistance (110 million individuals receive some sort of support through different types of social protection programmes), 15.7 eligible million workers will receive cash assistance for 4 months, large tax incentives for corporates, bailouts of SOEs, credit programs for MSMEs (12 million MSMEs are targeted) and equity injections for banks that restructure SME loans, and additional spending by local governments and line ministries.

UN Indonesia response to the COVID-19 pandemic

The UN in Indonesia, under the leadership of the Resident Coordinator, developed a Multi-Sectoral Response Plan (MSRP), which was launched on 8th of May. The MSRP is a comprehensive recovery plan and covers immediate (humanitarian) and socio-economic needs broken down into 7 pillars – Health, Communications and Community Engagement, Logistics, Food Security, Socio-Economic Recovery, Critical Services, and Protection of Vulnerable Groups. The Multi Sectoral Response Plan aims at complementing the efforts of the Government of Indonesia in addressing the direct and indirect impact of the COVID-19 crisis.

The SEIA is in congruence with the UN framework for the immediate socio-economic response to COVID-19 launched by the UN Secretary-General in April 2020. The five pillars in the guidelines for a collective UN response – health first, protecting people, economic response and recovery, macroeconomic response and multilateral collaboration, social cohesion and community resilience will be the guiding methodology for the overall scope of the SEIA.

In Indonesia, the socio-economic response framework is mainstreamed in the MSRP, which is the comprehensive response plan of the UN in Indonesia for 2020. Under the leadership of the Resident Coordinator and with UNDP as technical lead for the Socio-Economic Recovery Framework, the UN response in Indonesia is delivered with a high degree of cohesion and coordination among the UN agencies. MSRP is also implemented in close cooperation with Ministries and local governments. Many support actions are implemented by UN agencies working jointly. To understand the socio-economic impact of the COVID-19 pandemic, the UN in Indonesia are also conducting assessments, surveys either jointly and individually.

b. Specific Objectives

The aim of this Socio-Economic Impact Analysis (SEIA) is to contribute to better informed policy responses that put people at the centre, especially those most impacted and left behind or risk being left behind, based on available evidence.

c. Scope

Under the overall supervision of the Head of the UN Resident Coordinator's Office (RCO) and the direct supervision of the RCO Economist, the consultant will seek to:

- Carry out a 'survey of surveys' of COVID-19 socio-economic impact in Indonesia that are conducted by UN Agencies and Non-UN Agencies (including Government, Universities, Think-tank, Development Banks, and NGOs).
 - Survey of surveys should provide a snapshot of existing surveys, assessment and analysis on the COVID-19 socio-economic impact,
 - It is expected that this analysis will use the SERF as the overall framework to organize the findings (the five pillars).
 - The final output should provide to the extent possible a more in-depth impact analysis for SDGs 1, 2, 3, 4, 5, 8 and 10
 - Ensure that this analysis is gender sensitive
 - Identify areas for policy recommendations that are based on the principle of Building Back Better and Recover safely and sustainably from the Pandemic
- Consult with relevant UN Agencies, Government partners and representatives from think tanks, universities and NGOs whose surveys / analysis used in this 'survey of surveys' to clarify on the findings as well as the policy options. Communication with government partners will be initiated and accompanied by the RCO/UNCT.

d. Approach and Methodology

Methodologically, the SEIA aims to carry out a desk review and meta-analysis to provide a snapshot on all the surveys and assessments that have been carried out by the UN, Government Agencies, Development Partners and International Financial institutions such as the World Bank and the Asian Development Bank since the outbreak of the pandemic in Indonesia.

An interview would be required when consulting with relevant UN Agencies, Government partners and representatives from think tanks, universities and NGOs whose surveys / analysis used. Concretely, the SEIA will focus on the impact of the COVID-19 pandemic on the progress of Sustainable Development Goals (SDGs) 1, 2, 3, 4, 5, 8 and 10 in Indonesia. This includes identifying gaps and eventual duplications in the existing mitigation and prevention measures as well as feasible means to improve coherence between these measures and develop concrete policy recommendations. In the analysis, please refer to several national documents on SDGs including the SDGs Roadmap 2030 and the RPJMN 2020-2024.

To the extent that COVID-19 will remain a continuing threat to all countries, including Indonesia over the medium term, the SEIA aims to inform the ongoing response plan and the future programming of the UN agencies in Indonesia, through instruments such as the UN Sustainable Development Cooperation Framework (UNSDCF 2021-2025) with Indonesia.

e. Deliverables and Schedules/Expected Outputs

1. Inception report detailing the workplan of the Consultant/Service Company with timelines, list of interviewees, outline of the report and the succinct methodology to be used, which will be discussed and agreed with the supervisors at the RCO; and, (15%)
2. Interim Report that is mapping what surveys, assessments and analysis are available that assess the socio-economic impact of COVID-19 in Indonesia. The interim report should highlight key findings of COVID-19 socio-economic impact on selected SDGs (SDG 1, 2, 3, 4, 5, 8 and 10). The report should also highlight the outcome of consultations held. (40%)
3. A comprehensive final report that captures the full results of the survey of surveys and distills the key findings and messages on a select of SDGs (SDG 1, 2, 3, 4, 5, 8, 10) for national decision-makers and the UN system in Indonesia. The final report should include a repository of COVID-19 socio-economic impact surveys and assessments. The final report is expected to include (45%):
 - a. an executive summary
 - b. A snapshot of policy responses focusing on institutions, structural deficiencies, targeting the most vulnerable people and places
 - c. Gender disaggregated data and, to the extent possible, an overview of specific problems and issues faced by men and women, how they are affected differently, etc.
 - d. And overview of data gaps

Note: The RC/RCO and UN technical committee will have the opportunities to review the deliverables.

f. Governance and Accountability

Under the overall supervision of the Head of the UN Resident Coordinator's Office (RCO) and the direct supervision of the RCO Economist. Under coordination of the RCO, UN Country Team will also review the deliverables.

g. Expected duration of the contract/assignment

The SEIA shall take a **maximum of 2.5 months** for completion from initial desk research to finalization of the report after incorporating comments from the UN.

h. Duty Station

The contractor can be a non-profit or for-profit organization/institution/ that is based in Indonesia and has office in Indonesia.

i. Professional Qualifications of the Successful Contractor and its key personnel

- The firm can be a profit or non-profit organization that is based in Indonesia with at least 5 years of experience or track record in conducting relevant social or policy research, policy advocacy, or other public policy-related work in the country.
- Proven record of research experience and or publication in SDGs.
- Experience on COVID 19 socioeconomic assessments and response framework would be an advantage.
- Maintains a good track record in serving international development agencies, including UN agencies, development banks, and bilateral donor agencies.
- Maintains a good track record in serving Indonesian national agencies (e.g. ministries) or subnational agencies (e.g. provincial or district offices).

- Knowledge of data collection, management, and utilization will be a strong asset.

The Consultancy Institution will also be required to deploy a minimum three (3) personnel to the completion of the work described in this TOR, consisting of the following:

- A Team Leader / Senior Researcher, who will be responsible for the overall management of the work.
 - PhD degree in Economics, Development, Public Policy, Social Sciences, Statistics, or another field relevant for the consultancy
 - 5 years of relevant professional experience
 - Demonstrated research experience and publishing experience with an emphasis on transdisciplinary socio-economic analysis and impact assessments;
 - Proven record of research experience and or publication in SDGs.
 - Capacity to communicate effectively as well as write high quality, concise and analytical reports in English;
 - Working knowledge of Bahasa Indonesia;
 - Experience on COVID 19 socio economic assessments and response framework would be an advantage.
- Researchers
 - PhD or Master's in Economics, Development, Public Policy, Social Sciences, Statistics, or another field relevant for the consultancy
 - 5 years of relevant professional experience (for PhD) or 10 years of relevant professional experience (for Master's);
 - Demonstrated research experience and publishing experience with an emphasis on transdisciplinary socio-economic analysis and impact assessments;
 - Capacity to communicate effectively as well as write high quality, concise and analytical reports in English;
 - Working knowledge of Bahasa Indonesia;
- Assistant Researchers
 - Bachelor degree in Economics, Development, Social Sciences, Statistics, or another field relevant for the consultancy
 - 3 years of relevant professional experience;
 - Demonstrated data collection and research experience on transdisciplinary socio-economic analysis and impact assessments;
 - Working knowledge of Bahasa Indonesia;

If additional personnel are required, the service provider can do so subject to approval by the RCO.

j. Price and Schedule of Payments

Payment will be made based on deliverable.

No	Deliverable	Timeline	% of payment
1	Inception Report	End of November 2020	15%
2	Interim Report	End of December 2020	40%
3	Final Report	Mid of January 2021	45%
Total			100%

Payment will be made upon the satisfaction of the RCO on the quality of the deliverables. The RCO may call for an irregular check in calls with the consultant team to ensure progress, provide support when necessary and quality assure the process. RCO will invite UN Country Team Indonesia to provide input and comment to the reports/deliverables.

k. Additional References or Resources

A UN Framework for the immediate Socio-Economic Response to COVID-19

Indonesia Humanitarian Country Team – Multi Sectoral Response Plan

1st Report of the Multi Sectoral Response Plan

2nd Report of the Multi Sectoral Response Plan

Roadmap of SDGs Indonesia towards 2030