



REQUEST FOR PROPOSAL (RFP)

To: All Interested Bidders	DATE: December 15, 2020
	Reference: RFP/UNDP/IFL/122644/037/2020 Research on Youth Entrepreneurship Ecosystem of Indonesia

Dear Sir / Madam:

The United Nations Development Programme (UNDP) hereby invites you to submit a Proposal to this Request for Proposal with reference Research on National Youth Entrepreneurship Ecosystem by Youth Co:Lab

A **bidder's conference** will be held through on line with detail as follow:

Venue: <https://undp.zoom.us/j/86781558570?pwd=VW1oVnBma0xoV3MzTElVR3VQNU1MUT09>

Date/Time: Friday, 18 December 2020, 14.00 hours (GMT +7)

Meeting ID: 867 8155 8570

Passcode: 882989

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: 0000008166**

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 **17 December 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 rida.trisna@undp.org and Abriliany.kirana@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: <https://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notice/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,



Martin Stephanus Kurnia
Head of Procurement Unit
12/15/2020

Annex 1

Description of Requirements

Context of the Requirement	Development of Research on National Youth Entrepreneurship Ecosystem
Implementing Partner of UNDP	Citi Foundation (Citibank Indonesia), Ministry of Tourism and Creative Economy, and Ministry of Youth and Sports, Islamic Development Bank
Brief Description of the Required Services ¹	<p>As shown in Indonesia Youth Development Index 2017, most provinces outside Java only have less than 1% youth entrepreneurs. To highlight, 9 provinces such as Aceh, West Papua, Maluku, Central Kalimantan, East Nusa Tenggara, North Sulawesi only have 0,2% youth entrepreneurs while Riau and West Nusa Tenggara do not have any youth entrepreneurs statistically. If the condition persists, this might bring disadvantages to the development of the provinces, both economically and socially. As part of UN commitment in bringing youth economic empowerment through decent work and employment and as guided by National Medium-Term Development Plan (RPJMN) 2015- 2019, UNDP Indonesia ensures to take part in developing youth in Indonesia. As shown in UN Partnership Development Framework (UNPDF) with Government of Indonesia, UN, Government of Indonesia sets youth economic empowerment as its 4th priority</p> <p>Given this context, UNDP Indonesia, Citi Foundation, and together with Ministry of Youth and Sports, have determined to develop a research report regarding the ecosystem of youth entrepreneurship in Indonesia using the five pillars. In parallel, UNDP and the Islamic Development Bank (IsDB) have determined to build on existing strong collaboration and enter into a partnership to support youth empowerment in IsDB member countries in Asia. Under this partnership, IsDB will support this UNDP-led research into youth entrepreneurship in Indonesia.</p> <p>The objective of this research is to strengthen the evidence base regarding the multi-stakeholder actions needed to make the entrepreneurship ecosystem in Indonesia more inclusive and supportive of youth-led enterprises. This report will act as a continuation of the previous dialogues to measure the overall picture of the ecosystem and measure to what extent it has grown. The report will be launched during the Online National Dialogue in Q1 2021.</p> <p>This research aim to be a descriptive research regarding the context of youth entrepreneurship in Indonesia and the current progress of youth entrepreneurship development in Indonesia. The outcome itself will capture the detailed picture of youth entrepreneurship ecosystem in Indonesia with qualitative summary of national youth entrepreneurship landscape and specific qualitative study on selected provinces that represent West Indonesia (Padang or Aceh), Central Indonesia (East Java, East Kalimantan), and Eastern Indonesia (Maluku) As an evaluative research to understand where we are currently, this research will end</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.

	with recommendations in 5 pillars of youth entrepreneurship ecosystem (Capital, Density, Culture, Regulatory, Talent) that could help facilitate social change in the ecosystem.
List and Description of Expected Outputs to be Delivered	<p>The final report will cover the following scope:</p> <ul style="list-style-type: none"> - Context of Youth Entrepreneurship in Indonesia: <ul style="list-style-type: none"> ○ Synthesis of available national and sub-national data on youth entrepreneurship / youth-led enterprises in Indonesia, including: <ul style="list-style-type: none"> ▪ National definition of youth and size of youth cohort ▪ Segmentation of youth-led enterprises according to size and type ▪ Segmentation of youth-led enterprises according to sector/industry, formal vs. informal, etc. Assessment of concentration of youth-led enterprises in IsDB priority global value chains and key value chains of national importance. ▪ Gender-based segmentation and analysis of youth-led enterprises ▪ Geography-based segmentation and analysis of youth-led enterprises - Diagnostic of Indonesia's youth entrepreneurship ecosystem <ul style="list-style-type: none"> ○ Synthesis of key national and sub-national strategies, policies, plans and organizational roles and responsibilities related to youth entrepreneurship in Indonesia. ○ Diagnostic according to the five pillars based on literature review and primary data collection through surveys, interviews and/or focus group discussions with young people and with key informants. Stakeholder validation of the diagnostic will be required. ○ Sub-national diagnostics through 3 case studies in West, Central and East Indonesia ○ Mapping of key actors supporting youth entrepreneurship at national and sub-national levels – mapping actors and types of support provided (including by stage of business, geographic coverage, gender, etc.) ○ Assessment of particular barriers or challenges that young entrepreneurs / youth-led enterprises face - Recommendations of strategic entry points for strengthening youth entrepreneurship in Indonesia <ul style="list-style-type: none"> ○ Based on the diagnostic and findings, recommendations for entry points to strengthen the enabling environment for youth entrepreneurship across the five pillars (national and sub-national level recommendations). ○ Best practices and local solutions identified through mapping of key actors supporting youth entrepreneurship / youth-led enterprises.

	<ul style="list-style-type: none"> ○ Entry points for supporting the growth and resilience of youth-led enterprises, including in key sectors or value chains. <p>For the purpose of the tender, this research will be divided into two sections which are the national scope research and deep dive on the regional research. These two sections will be divided into two different consulting firm/organization to be appointed to implement and collaborate for the full task. Hence, this RFP only cover for the national scope of research</p>
Person to Supervise the Work/ Performance of the Service Provider	Head of Innovative Financing Lab, UNDP
Frequency of Reporting	Please refer to the Terms of Reference
Progress Reporting Requirements	<p><u>Deliverable 1</u> Submission of Inception report, including detailed work plan and timeline for the accomplishment of the assignments.</p> <p><u>Deliverable 2</u> Submission on Draft result of the scope of work</p> <p><u>Deliverable 3</u> Summary Result of the research for soft launching on the result</p> <p><u>Deliverable 4</u> Submission of Final report on youth entrepreneurship ecosystem in Indonesia that comprises national and regional assessment of youth entrepreneurship ecosystem based on 5 pillars which are Capital, Culture, Talent, Density, and Regulatory</p>
Location of work	<input checked="" type="checkbox"/> At Contractor's Location, if required, for technical works specifically indicated in the proposal
Expected duration of work	6 months
Target start date	January 2021
Latest completion date	5 June 2021
Travels Expected	N/A
Special Security Requirements	N/A
Facilities to be Provided by UNDP	N/A

(i.e., must be excluded from Price Proposal)			
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> Required		
Names and curriculum vitae of individuals who will be involved in completing the services	<input checked="" type="checkbox"/> Required		
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 (<i>Counting for the last day of submission of quotes</i>)	<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	Deliverables/Outputs	Payment Schedule (# of weeks after completion of the deliverable)	Payment Amount
	Submission of Inception report, including detailed work plan and timeline for the accomplishment of the assignments.	Feb 2021	10%
	Submission on Draft result of the scope of work	March 2021	40%
	Summary Result of the research for soft launching on the result	April 2021	30%
	Submission of Final report on youth entrepreneurship ecosystem in	June 2021	20%

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.

	Indonesia that comprises national and regional assessment of youth entrepreneurship ecosystem based on 5 pillars which are Capital, Culture, Talent, Density, and Regulatory			
Person(s) to review/inspect/ approve outputs/completed services and authorize the disbursement of payment	Muhammad Didi Hardiana Head of Innovative Financing Lab UNDP Indonesia			
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.			
Criteria for the Assessment of Proposal	<p><u>Technical Proposal (70%)</u></p> <input checked="" type="checkbox"/> Expertise of the Firm 30% <input checked="" type="checkbox"/> Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan 35% <input checked="" type="checkbox"/> Management Structure and Qualification of Key Personnel 35% <i>NOTE: only bidder(s) who received minimum of 70 points where the financial proposal will be opened</i>			
	<p><u>Financial Proposal (30%)</u></p> To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.			
UNDP will award the contract to:	<input checked="" type="checkbox"/> One and only one Service Provider			
Contract General Terms and Conditions ⁴	<input type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) <input checked="" type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000)			

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.

	Applicable Terms and Conditions are available at: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Annexes to this RFP ⁵	<input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2) <input checked="" type="checkbox"/> Detailed TOR (Annex 3) <input type="checkbox"/> Others ⁶ <i>[pls. specify]</i>
Contact Person for Inquiries (Written inquiries only) ⁷	<p><i>Rida Dian Trisna and Abriliany Lintang Kirana</i> <i>Procurement Unit</i> <i>Rida.trisna@undp.org and Abriliany.kirana@undp.org</i></p> <p>Mandatory subject of email: RFP/UNDP/IFL/122644/037/2020 - Research on Youth Entrepreneurship Ecosystem of Indonesia</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>
Other Information <i>[pls. specify]</i>	<ul style="list-style-type: none"> ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: N/A

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.

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) Business Licenses – Registration Papers, Tax Payment Certification, etc.*
- c) Latest Audited Financial Statement – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- d) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contact references;*
- e) 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.*

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.

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

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.*

TABLE D & TABLE E, TO BE USED FOR SUBMITTING FINANCIAL PROOPOSAL – MUST BE ENCRYPTED WITH PASSWORD & MUST BE SUBMITTED SEPARATELY FROM TECHNICAL PROPOSAL IN E-TENDERING SYSTEM

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	Submission of Inception report, including detailed work plan and timeline for the accomplishment of the assignments.	10%	
2	Submission on Draft result of the scope of work	40%	
3	Summary Result of the research for soft launching on the result	30%	
4	Submission of Final report on youth entrepreneurship ecosystem in Indonesia that comprises national and regional assessment of youth entrepreneurship ecosystem based on 5 pillars which are Capital, Culture, Talent, Density, and Regulatory	20%	
	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				
1. Youth Public Policy Specialist/Team Leader			1	
2. Sectoral Expert			2	
3. Government Policy Analyst			1	
4. Economist			1	

II. Out of Pocket Expenses (if any, please provide detail breakdown cost)				
1. Travel Costs				
2. Daily Allowance				
3. Communications				
4. Reproduction				
5. Equipment Lease				
6. Others				
III. Other Related Costs (if any, please provide detail breakdown cost)				

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

[Designation]

[Date]

Tenggara do not have any youth entrepreneurs statistically. If the condition persists, this might bring disadvantages to the development of the provinces, both economically and socially. As part of UN commitment in bringing youth economic empowerment through decent work and employment and as guided by National Medium-Term Development Plan (RPJMN) 2015- 2019, UNDP Indonesia ensures to take part in developing youth in Indonesia. As shown in UN Partnership Development Framework (UNPDF) with Government of Indonesia, UN, Government of Indonesia sets youth economic empowerment as its 4th priority

Following the main concern of the Government of Indonesia and United Nations in Indonesia in bringing economic growth for young people, Innovative Financing Lab is launching Youth Entrepreneurship Initiative under Impact Accelerator window. This initiative tends to invest in the skills and capacity for young people to prepare them for the challenges in the disruptive era, the Youth Entrepreneurship Initiative will provide numbers of platform for youth to be empowered economically through entrepreneurship activities focused on SDGs and social impacts. The initiative itself allows youth to discover more about social entrepreneurship and startup, to know the basics in creating socially impactful enterprise, and to provide further assistance for pre-seed and seed socially impactful enterprise led by youth. The activities include Ideathonesia, Youth Co:Lab, and National Dialogue.

The package of youth entrepreneurship initiative will be wrapped under the interest to achieve SDGs that also includes promoting digital economy in reducing inequality amongst people. It is also becoming one of the main concerns that the impacts created by socially impactful enterprise, socially impactful business idea escalation, and numbers of youth is well calculated. The high-level outcome is to increase awareness about social innovation and entrepreneurship mindset among young people outside Java. By ensuring young people acquired relevant knowledge and skills about youth entrepreneurship through set of activities, such as Ideathonesia and Youth Co:Lab. The goal is also to act as enabler in the youth entrepreneur's ecosystem by incubating youth-led social entrepreneurs and startup outside Java. This effort is subsequent to ensure the equity of young people's exposure on entrepreneurship. Finally, it is expected that the input will feed in to the policy recommendation.

National Dialogue is a forum to further discuss enabling policy for innovation, startup, social enterprise, and youth empowerment ecosystem with the stakeholders. This forum acts upon advocacy pillar of Youth Entrepreneurship Initiative. In ensuring the cultivation of youth entrepreneurs, it is important for the stakeholders to ensure supportive policies that enables the ecosystem. Through national dialogue, stakeholders will be invited to current works on youth entrepreneurship, innovation, social enterprise, and startup. In a more important note, we will also discuss the National Dialogue and the assessment vectors for the dialogue. As a step to develop the ecosystem, Innovative Financing Lab proposes to organize a forum to further discuss innovation, startup, social enterprise, and youth empowerment ecosystem with the stakeholders. This forum acts as the advocacy pillar of Youth Entrepreneurship Initiative.

National Dialogue has been done twice, in 2018 and 2019, with BEKRAF and Ministry of Youth and Sports. Each year, National Dialogue consistently try to score the ecosystem of youth entrepreneurship in Indonesia through five pillars which are; 1) Talent, 2) Culture, 3) Capital, 4) Density, and 5) Regulatory. Each year, the national dialogue provided same results where capital is the hardest to access, culture has often become the barrier to choose entrepreneurial career, and talent to develop agile enterprise is hard to find since most youth choose a stable career over entrepreneurial career. Unfortunately, in each national dialogue, the participation from each province especially in Eastern Indonesia and West parts of Indonesia was hard to be achieve due to scheduling constraint. Therefore, the overall capture over youth

entrepreneurship ecosystem especially in stakeholder analysis, government contribution, youth entrepreneurs' growth numbers, has not yet been fully attained on the recommendation and scoring result.

Given this context, UNDP Indonesia, Citi Foundation, and together with Ministry of Youth and Sports, have determined to develop a research report regarding the ecosystem of youth entrepreneurship in Indonesia using the five pillars. The objective of this research is to strengthen the evidence base regarding the multi-stakeholder actions needed to make the entrepreneurship ecosystem in Indonesia more inclusive and supportive of youth-led enterprises. This report will act as a continuation of the previous dialogues to measure the overall picture of the ecosystem and measure to what extent it has grown. The report will be launched during the Online National Dialogue in Q1 2021.

In parallel, UNDP and the Islamic Development Bank (IsDB) have determined to build on existing strong collaboration and enter into a partnership to support youth empowerment in IsDB member countries in Asia. Under this partnership, IsDB will support this UNDP-led research into youth entrepreneurship in Indonesia.

C. Scope of Works, Expected Outputs, and Methodology

This assignment is to develop report on youth entrepreneurship ecosystem of Indonesia.

The scope of works are:

- Prepare the detailed work plan and timeline for development of guidance, as well update and revise the work plan based on comments and inputs from key stakeholders such as MoYS and UNDP
- Summarize the regulations and documents that support the youth entrepreneurship ecosystem especially on national and local level regulation and the coordination chain
- Synthesize available data to produce a stocktake of youth entrepreneurship / youth-led enterprises in Indonesia including according to sector, priority value chains, size, type, gender, geography, etc. and articulation of any data gaps
- *Mapping support to youth entrepreneurs from Ministries and Local Government (challenges and its opportunities on ecosystem based on 5 pillars on talent, density, capital, culture, and regulatory) in which we mainly support for local government through bilateral call facilitated by Kemenpora*
- Case Study in 3 different area from West, Central, East Indonesia that can highlight the Density, Capital, Culture, Regulatory, Talent from each one
- Finding case study of how the ecosystem in provincial level works through analyzing the stakeholders (beside government)
- Providing recommendations for youth entrepreneurship ecosystem in local and national level and key strategic entry points for supporting the growth and resilience of youth-led enterprises, including in key sectors or value chains.

This research aim to be a descriptive research regarding the context of youth entrepreneurship in Indonesia and the current progress of youth entrepreneurship development in Indonesia. The outcome itself will capture the detailed picture of youth entrepreneurship ecosystem in Indonesia with qualitative

summary of national youth entrepreneurship landscape and specific qualitative study on selected provinces that represent **West Indonesia (Padang or Aceh), Central Indonesia (East Java, East Kalimantan), and Eastern Indonesia (Maluku)** As an evaluative research to understand where we are currently, this research will end with recommendations in 5 pillars of youth entrepreneurship ecosystem (Capital, Density, Culture, Regulatory, Talent) that could help facilitate social change in the ecosystem. Elements of time: This research will act as a cross-sectional research gathers data from provinces at one time point and creates a kind of “snapshot” of youth entrepreneurship ecosystem in Indonesia.

The final report will cover the following scope:

- **Context of Youth Entrepreneurship in Indonesia:**
 - Synthesis of available national and sub-national data on youth entrepreneurship / youth-led enterprises in Indonesia, including:
 - National definition of youth and size of youth cohort
 - Segmentation of youth-led enterprises according to size and type
 - Segmentation of youth-led enterprises according to sector/industry, formal vs. informal, etc. Assessment of concentration of youth-led enterprises in IsDB priority global value chains and key value chains of national importance.
 - Gender-based segmentation and analysis of youth-led enterprises
 - Geography-based segmentation and analysis of youth-led enterprises
- **Diagnostic of Indonesia’s youth entrepreneurship ecosystem**
 - Synthesis of key national and sub-national strategies, policies, plans and organizational roles and responsibilities related to youth entrepreneurship in Indonesia.
 - Diagnostic according to the five pillars based on literature review and primary data collection through surveys, interviews and/or focus group discussions with young people and with key informants. Stakeholder validation of the diagnostic will be required.
 - Sub-national diagnostics through 3 case studies in West, Central and East Indonesia
 - Mapping of key actors supporting youth entrepreneurship at national and sub-national levels – mapping actors and types of support provided (including by stage of business, geographic coverage, gender, etc.)
 - Assessment of particular barriers or challenges that young entrepreneurs / youth-led enterprises face
- **Recommendations of strategic entry points for strengthening youth entrepreneurship in Indonesia**
 - Based on the diagnostic and findings, recommendations for entry points to strengthen the enabling environment for youth entrepreneurship across the five pillars (national and sub-national level recommendations).
 - Best practices and local solutions identified through mapping of key actors supporting youth entrepreneurship / youth-led enterprises.
 - Entry points for supporting the growth and resilience of youth-led enterprises, including in key sectors or value chains.

The contractor is expected to use appropriate methodologies, including:**1. Desk Review**

To identify and elaborate the youth entrepreneurship ecosystem and its policy whether national or provincial. This review is also important to find out whether there are any other existing data from Statistic Center Agency, Youth Entrepreneursh Networks, Local Government, Ministries data, and other sources that could support the development of the research and further understand the coordination chain in the ecosystem. The review is also useful to collect further understanding on the current setting of Indonesia's talent, capital, supportive or unsupportive regulatory, density, and culture for youth entrepreneurship. The desk review will also encompass a synthesis of available national data on youth entrepreneurship / youth-led enterprises in Indonesia including according to sector, priority value chains, size, type, gender, geography, etc. and articulation of any data gaps.

This review will also result in the indicator settings for matrix of assessment in youth entrepreneurship ecosystem that will be used for the interview session with provinces.

2. Interview

Following the matrix assessment, UNDP Team along with the contractor (company) and contacts from Ministry of Youth and Sports will further work to assess provincial ecosystem through online interview with stakeholders of youth entrepreneurship ecosystem. The main contact will be Dispora members from Ministry of Youth and Sports. This will result in qualitative assessment of province youth entrepreneurship ecosystem

In addition to that, the also will conduct additional interview with selected provinces with additional focus to further find in-depth challenges, opportunities, strength, and weakness of youth entrepreneurship ecosystem from the lense of Dispora member. It will also be useful to find success story from what they have implement thus far.

3. Focus Group Discussion

The focus group discussion will be a session for contractor (company) to share the result of the draft research on provincial scoring and assessment on west, east, and central Indonesia. In the focus group discussion, identified key stakeholders (government, youth entrepreneurs, incubator, academia) will share further feedbacks regarding the research and also add elements on challenges and opportunities that can act as a foundation for policy recommendation based on 5 pillars. The Focus Group Discussion will be done by the selected vendor/contractor (company) for the research both regionally and nationally. UNDP will support as co-lead in focus group discussion including in substance preparation, communication materials preparation, and participants list and invitation. During the situation of pandemic, it is expected for the Focus Group Discussion to be done online.

4. Review and Assessment

After gathering the descriptive information and understanding the scope, issues, or concern in youth entrepreneurship ecosystem, this section of reviewing and assessment acts as time to further classify Indonesia youth entrepreneurship ecosystem, clarifying steps or stages taken from the interview and FGD for the recommendation, and further identify the potential risks and challenges that may be encountered in the development of the research and implementation of the policy recommendation. This will also include the identification of entry points for supporting the growth and resilience of youth-led enterprises, including in key sectors or value chains identified.

D. Deliverables and Due Date

Deliverables	Due Date
<u>Deliverable 1</u> Submission of Inception report, including detailed work plan and timeline for the accomplishment of the assignments.	Feb 2021
<u>Deliverable 2</u> Submission Draft result of the scope of work	March 2021
Deliverable 3 Summary Result of the research for soft launching on the result	April 2021
Deliverable 4 Submission of Final report on youth entrepreneurship ecosystem in Indonesia that comprises national and regional assessment of youth entrepreneurship ecosystem based on 5 pillars which are Capital, Culture, Talent, Density, and Regulatory	June 2021

E. QualificationOrganization/Company Qualifications:

- Has experience in developing and conducting study related on various socioeconomic and poverty issues considered most urgent and relevant for the people of Indonesia, at least 5 prior projects including on youth development issues within the last 10 years;
- Has strong understanding of Indonesia's governmental framework, including youth development policies, entrepreneurship ecosystem, and related regulation in Indonesia;
- Demonstrated knowledge of national and regional youth entrepreneurship context;
- National experts in consulting team;
- Registered company/institution/organization with valid business license;
- Experience and expertise in engaging government, private sector, youth, and designing/implementing multi-stakeholder engagement process leading to broad-based consensus and support.

Team Academic Qualifications:

- At least the team consist of:
- A. An advisor with a master's degree or equivalent in the field of youth development studies, sustainable development, and economic empowerment
- B. A team leader with at least master's degree or equivalent in the field on business and innovation, public administration, business administration, or community development
- C. A researcher that has master degree or equivalent in the field of economic development, public policy, public administration, or other related fields
- D. A team may also contain a junior or research assistant members that has Bachelor degree in business and innovation, economics, or other related fields

Team Working experience:

- At least consisted of a team with of experience in:
 - a. An advisor with at least 7 years experience in the sector of entrepreneurship and youth development policy analysis. Having done a research regarding youth entrepreneurship is preferable
 - b. A team leader with at least 5 years experience in developing research regarding community development and empowerment , social entrepreneurship, economic development, social protection
 - c. A policy analyst or researcher with at least least 4 years working experience in public administration, innovation, poverty, especially in national scope and local scope
 - d. A research assistant with at least 4 years working experience in economic development, youth development studies, social entrepreneurship.
- Substantive working experience on sustainable development, youth, entrepreneurship, innovation issues in Asia-Pacific region is an advantage.
- Experience on researching, reporting, writing and editing manuscripts of UN and other international development partners as well as government regulation is preferable.
- Substantive experience in country/ regional level work, in close collaboration with central government agencies – e.g. Coordinating Ministry of Economy, Coordinating Ministry of Human Development and Culture, Ministry of Youth and Sports, Ministry of Research and Innovation, Ministry of Cooperation and SMEs, as well as local governments in Asia and Pacific region, including in leading consultations with senior government officials and facilitate discussions among a wide group of stakeholders will be an advantage

Other Competencies:

- A good knowledge and experience of multi-criteria assessments, stakeholder engagement and consultation; analytical skills to assess institutional capacity and to design/ review practical arrangements for implementing complex projects;
- Excellent skill in Word, developing efficient and effective Power Point, as well as excellent in excel for matrix development in scoring youth entrepreneurship ecosystem
- Authoritativeness in his/her areas of responsibilities with elaborated skills in project management and planning skills on research development that focus on multi layers stakeholders. In addition to that, client-result orientation skill and time management is an advantage

- Excellent report writing and drafting skills in Bahasa Indonesia and English along with a grasp of public policy, youth development, and youth entrepreneurship operations in the context of Indonesia, as demonstrated by previous research/analytical reports/policy notes on relevant topics