

# Terms of reference



## GENERAL INFORMATION

**Title:** National Individual Consultant for UN Indonesia's Socio-Economic Response Plan (SERP) 2021

**Project Name/Agency Name:** RC Office

**Reports to:** Diandra Pratami, RCO Economist

**Duty Station:** Jakarta

**Expected Places of Travel (if applicable):** N/A

**Duration of Assignment:** 25 working days within 3 months

## REQUIRED DOCUMENT FROM HIRING UNIT

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

## REQUIRED DOCUMENTATION FROM CONSULTANT

✓	P11 or CV with three referees
✓	Copy of education certificate
✓	Completed financial proposal
✓	Completed technical proposal

### Need for presence of IC consultant in office:

☒ partial (given that the office is currently still implementing WFH, it would be suitable for consultant to work with home based modality.)

☐ intermittent (explain)

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

### Provision of Support Services:

Office space: ☐ Yes ☒ No

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: < Enter name >

## I. BACKGROUND

Indonesia is experiencing the highest burden of COVID-19 in South East Asia. While the first confirmed cases were detected in early March 2020, cases were identified in all 34 provinces within a month and continue to spread out.

The COVID-19 pandemic had contracted the Indonesian economy, resulting in massive job destruction and income loss. 24 million people have worked shorter hours, 1.7 million people have been furloughed, while 2.56 million have lost their jobs (BPS, 2020).

The consequences of a large-scale loss of income have been wiping out past socioeconomic gains - including in the area of gender-equality. During the past decades, Indonesia has charted a modest progress towards gender equality, but the pandemic is winding back the clock. Education, a core right (SDG4) and a determinant of economic progress, is also currently halted, and projections include an increase in the already large number of children out of school when schools finally reopen.

Reduced or lost income has an impact on people's purchasing power, directly impacting food security (SDG2). This has been found to be associated with a reduction in dietary quality and caloric intake which, in turn, compromises child growth and development, increases the risk of micronutrient deficiencies for all household members, and increases the risk of infant and maternal mortality.

The Multi Sectoral Response Plan (MSRP) 2020 which served as Indonesia's Socio-Economic Response Plan expired in December 2020. Under the leadership of UN Resident Coordinator, with UNDP as the technical lead, UN Country Team (UNCT) Indonesia, is expected to formulate a Socio-Economic Response Plan (SERP) for 2021 that is aligned to the pillars of the UN Framework for the immediate Socio-Economic Response to COVID-19 (SERF) and has a strong focus on Leaving No One Behind (LNOB). The activities of the SERP have been formulated already and therefore it concerns the drafting of a supporting narrative of the socio-economic response of the UN in 2021.

Although the Socio-Economic Response Plan represents an immediate, short-term UN response to COVID-19, the link to longer-term sustainable development needs to be clear to enable a 'better' and more sustainable recovery and to pave the way for a smooth transition forward to a green and sustainable post-crisis programming that is rooted in the LNOB agenda. UN Country Team Indonesia integrated the Socio-Economic Response Plan 2021 in the Joint Work Plans (JWP) of the UN Sustainable Development Cooperation Framework 2021-2025.

Below are the expected key principles of the UN Indonesia Socio Economic Response Plan:

1. Alignment to all pillars of the UN framework for the immediate socio-economic response to COVID-19 (SERF).  
Strong alignment of the Socio-Economic Response Plans with the global UN Socio-Economic Framework helps provide a coherent and consistent picture at the country level and enables a more consistent narrative at the global level. The UN Framework for Immediate Socio-Economic Response to COVID-19 has five pillars to address the socio-economic aspects of COVID-19. These include: 1) ensuring all essential health services are still available and protecting health systems; 2) helping people cope with adversity through social protection and basic services; 3) protecting jobs, supporting small- and medium-sized enterprises, and informal sector workers through economic response and recovery programmes; 4) guiding the necessary surge in fiscal and financial stimulus to make macroeconomic policies work for the most vulnerable and strengthening multilateral and regional responses; and 5) promoting social cohesion and investing in

community-led resilience and response systems. These five streams are connected by strong environmental and gender equality imperatives to leave no one behind and channel investments to move the country towards a better recovery.

2. **Integration with the signed Cooperation Framework 2021-2025**  
The UN – Indonesia Partnership Framework (UNSDCF 2021-2025) was signed between GoI and the UN. The United Nations Sustainable Development Cooperation Framework (UNSDCF) has been positioned as the single most important UN country planning instrument, responding to national priorities and in support of the 2030 Agenda, with a more robust planning process from which UN Agency country programme documents are derived. UN Indonesia has agreed that the SERP will be an integral part of the Cooperation Framework and its Annual 2021 Joint Work Plan.
3. **Linkages with SDGs, and National Plans**  
SERP shall be in line with National Plans and draw linkages to SDGs progress for Indonesia.
4. **Focus on gender, human rights and vulnerable groups/LNOB Agenda**  
SERP must ensure that the UNCT socioeconomic response protects the most vulnerable (and does not aggravate existing structural inequalities), while also sowing the seeds of a better, more inclusive and peaceful future. The SERP shall also reflect integration of human rights considerations.
5. **Focus on Better Recovery**  
UN support needs to help identify and support entry points to guide a better recovery to a more sustainable future in different settings. The focus on a better recovery aims to build resilience by ensuring a focus on the most vulnerable consistent with international human rights standards, enabling low-carbon development and a green recovery, and leveraging digital technologies.
6. ***Cross-pillar linkages, and complementarity with health and humanitarian work-streams***  
SERP should reflect complementarity with health and humanitarian work streams and explain how the humanitarian – development nexus is being considered.
7. **Costing – Funding Gaps**  
SERP must be costed and identify funding gaps. The UN Indonesia has identified the Key Activities and the budget that contributes to COVID-19 SERP thus to be included in the SERP.

## **II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES**

### **Scope of Work**

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

- Conduct desk review of key documents and reports on the socio-economic impact of COVID-19, including the ongoing Socio-economic impact analysis on SDG progress that is commenced by RCO Indonesia.
- Take note of the CCA, UNSDCF and the JWPs 2021.

- Read and review examples of COVID-19 SERP from other countries.
- Analyse the Key Activities in the 2021 Joint Work Plan of the Cooperation Framework that are included as SERP. Analyse the gaps based on the five COVID-19 SERF pillars and communicate to RCO those gaps.
- Discuss with UN Agency Representatives to understand the proposed interventions in relation to the SERF.
- Conduct interviews to validate and discuss the draft narrative. The approval of the report will be consulted with the UN Country Team.
- Formulate the narrative of the UN Indonesia 2021 SERP to be integrated into the Cooperation Framework. Annotated outline or elements that should be covered in the narrative are:
  - a. Executive Summary
  - b. Introduction
  - c. The COVID-19 Pandemic Socio Economic Impact
  - d. National COVID-19 Socio Economic Response Plan
  - e. Strategic Pillars (including objectives, expected results and interventions)
    - Pillar 1 – Health First
    - Pillar 2 – Protecting People
    - Pillar 3 – Economic Response and Recovery
    - Pillar 4 – Macroeconomic Response and Recovery
    - Pillar 5 – Social Cohesion
  - f. Coordination and Governance
  - g. Budget and Partnerships
  - h. Annexes

#### **Expected Outputs and deliverables**

Expected deliverables are:

1. Work Plan and Desk Review Report of relevant documents (20%):
  - UN Indonesia Common Country Analysis
  - UN Sustainable Development Cooperation Framework 2021-2025
  - UN Indonesia Joint Work Plan 2021
  - Humanitarian Response Plan 2021
  - Socio Economic Impact Analysis on SDG Progress in Indonesia (ongoing)
  - All global guidance / checklists on COVID-19 SERP
  - Assessments/Studies on COVID-19 Socio-Economic Impact in Indonesia
  - Examples of COVID-19 SERP from other countries
  - etc.
2. The narrative of the UN Indonesia 2021 SERP to be integrated into the Cooperation Framework considering the key principles and following the main elements that are listed above.
  - Draft Report (40%)
  - Final Report (40%)

Payment will be made upon the satisfaction of the RCO on the quality of the deliverables. RCO will invite UN Country Team Indonesia to provide input and comment to the reports/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>
Work Plan and Desk Review Report of Relevant Documents	5	Mid March 2021	RCO with input from members of UN Country Team
Draft Report of the UN Indonesia 2021 COVID-19 Socio Economic Response Plan (SERP)	10	End-March 2021	
Final Report of the UN Indonesia 2021 COVID-19 Socio Economic Response Plan (SERP)	10	End-April 2021	

### III. WORKING ARRANGEMENTS

#### **Institutional Arrangement**

The National Individual Consultant will work under overall supervision of Head of Head of the UN Resident Coordinator's Office (RCO) and the direct supervision of the RCO Economist. The RCO may call for irregular check in calls with the consultant team to ensure progress, provide support when necessary and quality assure the process. Consultants shall also prepare for and participate in the meetings related to the assignment.

With RCO, the consultant will also be expected to consult with UNDP as the technical lead of SERP. UN Country Team Indonesia would also be invited to provide inputs and comments to work of the consultants.

#### **Duration of the Work**

The assignment should take a maximum of three months until April 2021 for completion from initial desk research to finalization of the report after incorporating comments from the UN.

#### **Duty Station**

The National Individual Consultant is expected to be based in Indonesia. It is expected that the Individual Consultant presents in important meetings related to the assignment. The Individual Consultant will also have a regular update with RCO.

#### **Travel Plan**

N/A

#### IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

##### Academic Qualifications:

A Master or Bachelor Degree in economics, Development Study, Public Policy, Social Science, Statistics, or another field relevant for the required consultancy service

##### Years of experience:

Minimum 5 years of relevant experience in socio-economic analysis and or formulating multi-sectoral development strategies/project planning for candidate with master's degree or 6 years of experience for candidate with bachelor's degree including the following experiences

- Experience in formulating development strategies and policies
- Experience working on vulnerable population or people that are left behind
- Experience in writing high quality, concise and analytical reports in English
- Experience on COVID 19 socio economic assessments and response framework would be an advantage

##### III. Competencies and special skills requirement:

- a. Solid knowledge in socio economic analysis
- b. Fluency in English with excellent written communication skills

#### V. EVALUATION METHOD AND CRITERIA

##### Cumulative analysis

*When using this weighted scoring method, the award of the contract should 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 70%	Maximum Point (70)
<u>Technical</u>		

<p><i>Criteria A: qualification requirements as per TOR:</i></p> <ul style="list-style-type: none"> <li>• A Master or Bachelor Degree in economics, Development Study, Public Policy, Social Science, Statistics, or another field relevant for the required consultancy service</li> <li>• Minimum 5 years of relevant experience in socio-economic analysis and or formulating multi-sectoral development strategies/project planning for candidate with master's degree or 6 years of experience for candidate with bachelor's degree including the following experiences</li> <li>• Experience in formulating development strategies and policies</li> <li>• Experience working on vulnerable population or people that are left behind</li> <li>• Experience in writing high quality, concise and analytical reports in English</li> <li>• Experience on COVID 19 socio economic assessments and response framework would be an advantage</li> </ul>		<p>20</p> <p>15</p> <p>10</p> <p>10</p> <p>10</p> <p>5</p>	
<ul style="list-style-type: none"> <li>• <i>Criteria B: Brief Description of Approach to Assignment</i> <ul style="list-style-type: none"> <li>○ <i>Detailed understanding of Indonesian Environmental and social standards</i></li> <li>○ <i>Detailed understanding of International environmental and social standards.</i></li> </ul> </li> </ul>	<p>30%</p>	<p>(30)</p> <p>15</p> <p>15</p>	