

Terms of reference



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Resilient nations.

GENERAL INFORMATION

Title: Consultant for Designing Integrated and Sustainable Waste Management Pasar Genggeling

Project Name: Programme for Earthquake and Tsunami Infrastructure Reconstruction Assistance (PETRA) Project

Reports to: Project Coordinator PETRA NTB

Duty Station: Mataram

Expected Places of Travel (if applicable): North Lombok

Duration of Assignment: 40 days within May-July 2021

REQUIRED DOCUMENT FROM HIRING UNIT

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

REQUIRED DOCUMENTATION FROM CONSULTANT

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

Need for a presence of IC consultant in office:

- ☒ partial (explain)
☐ Intermittent (explain)
☐ full time/office based (needs justification from the Requesting Unit)

The consultant will be work based on the provided scope of works in the ToR within a period of contract. The consultant shall work in line with Program Earthquake Tsunami Recovery Assistance for Palu and Lombok (PETRA) Project timeline activities and often following dynamic the characteristic of Project and Programme thus the consultant needs to harmonize his/her service with the emerging and relevant priorities to gain the outputs. The Consultant will work based on the work plan and duration of his/her services. Moreover, he/she will be able to travel to the project location and other areas according to the needs of the study.

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:

Arif Budi Nugroho

I. BACKGROUND

The two major disasters in 2018, earthquake, tsunami, and liquefaction ravaged Central Sulawesi and West Nusa Tenggara (NTB). Particularly, the liquefaction affected Palu and caused approximately 10.000 people lost their homes. Hundreds of thousands of people lost their jobs and livelihood options. Disasters triggered by earthquakes, tsunami, and liquefaction caused substantive damage to community infrastructures, including buildings, roads, bridges, market facilities, irrigation canals, and drinking water schemes. The damaged infrastructures became almost non-operational, prompting the risk of migration for affected communities.

To accelerate the rehabilitation and reconstruction process in both areas, UNDP is implementing the Sulawesi/Lombok Programme for Earthquake and Tsunami Infrastructure Reconstruction Assistance (PETRA). The goal of PETRA is to contribute to the rehabilitation and reconstruction of key infrastructure to support the resilient recovery of disaster-affected communities in both provinces. It addresses the need to accelerate the restoration of critical public services (such as health and education), improve economic livelihood opportunities for affected communities, while, at the same time, enhancing resilience to future shocks in both provinces. It will be guided and informed by the post-disaster needs assessments and will be fully aligned with relevant national and sub-national recovery plans. Beyond the immediate humanitarian and relief assistance, the KfW and UNDP have initiated engagements with national and local governments to support Central Sulawesi and NTB's recovery efforts. Key government partners include BNPB, BAPPENAS, Ministry of Finance, Ministry of Public Works, the Provincial governments of Central Sulawesi and NTB, and the local governments of all ten districts and cities impacted by the disasters. PETRA will deliver two outputs, namely: (1) Rehabilitation and reconstruction of partially and fully damaged infrastructure for critical public services; and (2) Rehabilitation of affected communities' economic infrastructure to promote more resilient and sustainable livelihoods.

The issue of proper waste management is a shared responsibility that includes the citizens and households, as well as the government. The largest stream of municipal solid waste in Indonesia flows from households followed by traditional markets.

Within the scope of Output (2) that aim for waste management and recycling ecosystem (collection, sorting, processing, retailing) direct and indirect men and women

The expected consultant will prepare a comprehensive and integrated concept/design of sustainable waste management for the Genggeling market, North Lombok.

Nowadays, solid waste has become a global issue that must be managed in a comprehensive and integrated way. Solid waste generation continues to increase as the population growth but otherwise, the unbalance amount of infrastructure, the limitation of land for final disposal sites, and the high cost of waste collection and transportation became challenges in solid waste management itself. It needs efforts to handle and process the waste since the waste source to reduce the burden of final disposal sites (landfills). One of the strategies is by developing the 3R approach (reduce, reuse, recycle) at the community level.

II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES

The Senior Specialist Consultant will be appointed to support PETRA Project providing his/her technical expertise to develop a strategy of Integrated and Sustainable Waste Management by considering Community Based Solid Waste management for Output 2. The targeted location for the study is Genggeling market, North Lombok.

These are the expected scope of works/activities that will be carried out by the consultant:

- a. Detailing designs and strategy of integrated and sustainable waste management for Genggeling market

- b. Identify integrated solid waste management as comprehensive waste prevention, recycling, composting, and disposal program and consider how to prevent, recycle and manage solid waste in ways to effectively protect human health and the environment.
- c. Identify waste flow from upstream to downstream
- d. Identity complete waste management process including waste collection method; transfer and transport method; waste treatment methods and facilities; waste segregation; disposal site/waste bank; identification waste characteristic
- e. Identifying and coordinate local government authority and relevant stakeholders regarding the waste management
- f. Establishing contact with local government authorities and relevant stakeholders regarding the strategy of waste management.
- g. Identify government regulation and key policies related to the waste management (village, sub-district, and district level) and also institutional capacity.
- h. Prepare strategy approach of community-based waste management.

Expected Outputs and Deliverable

Deliverable/Outputs	Target Dates	Review and Approvals	Working Days
1st deliverable: The inception report will include: <ul style="list-style-type: none"> • Description of methodology, data sources, draft data collection tools • Workplan and timeline • Risk assessment • A stakeholder communication and engagement plan 	28 May 2021	Project Coordinator PETRA NTB and Community Mobilization Associate	10 working days
2nd deliverable: <ul style="list-style-type: none"> • Initial finding of study integrated and sustainable waste management (presentation and brief report) • Draft report layout 	11 June 2021	Project Coordinator PETRA NTB and Community Mobilization Associate	10 working days
3rd deliverable: 1 st Draft report of study integrated and sustainable waste management	25 June 2021	Project Coordinator PETRA NTB and Community Mobilization Associate	10 working days
4th deliverable: Final report of study integrated and sustainable waste management	10 July 2021	Project Coordinator PETRA NTB and Community Mobilization Associate	10 working days

III. WORKING ARRANGEMENTS

Institutional Arrangement

- The consultant will carry out his/her functions under the direct supervision of Project Coordinator PETRA NTB and Community Mobilization Associate. He/she will work closely with the Resilience and Reconstruction Unit to ensure effective and efficient design and supervision work.
- Any other tasks that are not included above but during the assignment period later deemed important to ensure the quality of the deliverable could be proposed by the incumbent and shall be agreed upon jointly.

Duration of the Work

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

- He/she will have 40 total working days from May - July 2021 (in 3 months), he/she should be completed of the assignment.
- The expected effective working date is started on 17 May 2021.
- He/she should submit the deliverable 5 (five) days before the deadline specified in the contract to enable the technical officer to undertake a proper review within a maximum of 2 weeks or 14 working days.
- Delay in submitting the report will impact the completion of works and release of payment

Duty Station

The consultant will be home-based and travel to Lombok according to the needs of the study.

Travel Plan

There may be also unforeseen travel that will come up during the execution of the contract which will be agreed upon on an ad-hoc basis.

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

The consultant will be produced outputs based on below schedule:

I. Academic Qualifications:

Minimum bachelor's degree in Social Science, Environmental Management, Environmental Engineer, or other related studies.

II. Years of experience:

- Minimum of 3 (three) years experiences in social science, environmental works, or waste management
- Experience in conducting a study of waste management (or environmental) with a government institution, research institute, university, or non-government organization
- Having knowledge and familiarity with governance systems, policies, and procedures in waste management.

III. Competencies and special skills requirement:

- Ensuring the coordination with government and other stakeholders are done with accurate, objective, clear, constructive
- Interpersonal skill: Facilitating communication between project and other stakeholders during the process
- Performing related work as assigned by Coordinator PETRA NTB and Community Mobilization Associate
- Performing and able to provide the good quality report, both in English and Indonesian
- Capable of working with less supervision

V. EVALUATION METHOD AND CRITERIA

Individual consultants will be evaluated based on the following methodologies:

Cumulative analysis

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

determined as:

a) responsive/compliant/acceptable, and

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

* Technical Criteria weight; [70%]

* Financial Criteria weight; [30%]

Only candidates obtaining a minimum of 49 points would be considered for the Financial Evaluation

Criteria	Weight	Maximum Point
<u>Technical (70%)</u>		
<p><i>Criteria A: qualification requirements as per TOR:</i></p> <ul style="list-style-type: none"> • Minimum bachelor's degree in social science, environmental management or environmental engineer, or other related studies • Minimum of 3 (three) years of relevant experiences for candidate in environmental management related works, or waste management • Experience in conducting a study of waste management (or environmental) with a government institution, research institute, university, or non-government organization • Having knowledge and familiarity with governance systems, policies, and procedures in waste management. 		<p>20</p> <p>20</p> <p>20</p> <p>10</p>
<p><i>Criteria B: Brief Description of Approach to Assignment</i></p> <ul style="list-style-type: none"> • Understands the task and applies a methodology appropriate • Important aspects of the task addressed clearly • Planning logical, realistic for efficient project 		
<u>Financial Criteria (30%)</u>		30