

Terms of reference



GENERAL INFORMATION

Title: National Consultant for Green and Low Carbon Development (G-20 Development Working Group)

Project Name: UN-Partnership for Action on Green Economy (UN-PAGE)

Reports to: Senior Advisor on Sustainable Energy, Environment Unit

Duty Station: Home based, with visits to Jakarta Particularly to The Ministry of National Development Planning (Bappenas) and UNDP CO Indonesia

Expected Places of Travel (if applicable): n/a

Duration of Assignment: 105 working days within twelve (12) months from December 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
√	APPROVED e-requisition

REQUIRED DOCUMENTATION FROM CONSULTANT

√	CV / P11 with three referees
√	Copy of education certificate
√	Completed financial proposal
√	Completed technical proposal

Need for presence of IC consultant in office:

partial (for discussion and consultation)

intermittent : the works doesn't require a full attendance of the staff, but advisory and consultation on regular basis during the contract.

full time/office based

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: PAGE Indonesia Project

I. BACKGROUND

In 2022, Indonesia will officially hold the position of G20 Presidency for the first time since its establishment. In this matter, the Ministry of National Development Planning/BAPPENAS acts as the focal point of the Government of Indonesia in the G20 Development Working Group (DWG). The rare occasion presents a great opportunity to raise relevant development topics that may support the world's recovery from the COVID-19 pandemic and its future resilience, as well as supporting a strong implementation of the 2030 Agenda. To that purpose, one of the potentially impactful issues to be proposed is green economy, which includes low carbon development.

With the official tagline "*Recover Together, Recover Stronger*", in the context of COVID-19 recovery, the pillars for Indonesia G20 Presidency are promoting productivity, increasing resilience and stability, and ensuring sustainable and inclusive growth. Priorities include, among others, promoting the achievement of SDGs despite shocks as the result of the ongoing global pandemic, promoting environmentally friendly development and sustainable financing, increasing global resilience, as well as advocating for better global pandemic preparedness and response. While multilateralism and global partnership are among the cross-cutting issues, very much echoing the above tagline.

COVID-19 has created a shock for the global economy within these past two years. Worse, the difficult economic recovery from the impacts of the pandemic is also facing another bigger challenge, climate change. Emerging and developing economies such as Indonesia are facing further potential loss and impacts of climate change which will pose difficult situations in the medium- and longer-term economic recovery, including, among others, the widening poverty gaps due to climate change-related disasters.

With an unavoidable transition to a green economy and its potential contribution to prevent from climate change related disasters that deepen the poverty gap, the green economy is seen as the only 'way forward' to strengthen COVID-19 pandemic recovery and resilience in developing countries. With its equal focus/consideration on economic, social, and environmental aspects, green recovery towards a green and low carbon economy is seen as a strategy to recover and build forward better, including those in developing countries. In this regard, the green economy is seen as a transformative area for strengthening COVID-19 pandemic recovery and resilience in developing countries, which becomes one of the priority issues to be brought to the G20 discussion tables by the DWG.

Building on that background and further consultation with BAPPENAS, the United Nations Partnership for Action on Green Economy (UN-PAGE) has expressed its commitment to support BAPPENAS in the preparation of the G20 DWG meetings in 2022, through the provision of a **Senior National Consultant for green economy & low carbon development** to provide substantive support on the issues. Given the context is development issues, particularly green recovery towards green and low carbon economy transition **in developing countries**, the national consultant/advisor will be supported by international UN experts and/or economists from PAGE's 20 partner countries (which are mostly developing economies) as peer reviewer, as required.

PAGE's support contributes to the promotion of inclusive green recovery in Indonesia as well as in developing countries through the G20 platform. The Senior National Consultant will directly contribute to the preparation of the substantive documents for the G20 DWG meetings in a form of, among others, advisory service, scoping papers and background notes, which will feed into the development of G20 Roadmap for Stronger Recovery and Resilience in Developing Countries, Least Developed Countries, and Small Island Developing States. The support is aligned with outcome 2 (economic transformation) and outcome 3 (climate and disaster resilience) of the UNSDCF 2021-2025.

The United Nations Partnership for Action on Green Economy (PAGE) (www.un-page.org) supports nations and regions in reframing economic policies and practices around sustainability to foster economic growth, create income and jobs, reduce poverty and inequality, and strengthen the ecological foundations of their economies. PAGE brings together five UN agencies – UN Environment, International Labour Organization (ILO), UN Development Programme (UNDP), UN Industrial Development Organization (UNIDO), and UN Institute for

Training and Research (UNITAR) – whose mandates, expertise and networks combined can offer integrated and holistic support to countries on inclusive green economy, ensuring coherence and avoiding duplication. Indonesia’s application to join PAGE was approved by the PAGE Management Board in July 2018. The Ministry of National Development Planning (BAPPENAS) is the national implementing partner, while in Indonesia UNDP is the main coordinating partner amongst the UN PAGE Agencies. The PAGE project contributes directly to the implementation of the Low Carbon Development Indonesia (LCDI) Framework, together with GoI and other development partners. As a strategy for green economy transition, LCDI aims to equally incorporate economic, social, and environmental considerations into development-planning. For the Indonesia G20 presidency in 2022, PAGE stands ready to support the Government of Indonesia as a knowledge partner, especially in the area of inclusive green economy.

II. SCOPE OF WORK, ACTIVITIES AND DELIVERABLES

The overall objective of this consultancy service is to provide: (1) A series of background documents for the G20 DWG meetings in a form of drafts of background paper/scoping notes and other relevant forms as required; (2) A consolidated report on all the previous background papers/scoping notes and relevant deliverables/documents, including analysis for Indonesia context, and identification of potential follow up activities/action plans (with focus on Indonesia); (3) Advisory service in the area of green economy & low carbon development, providing substantive inputs and analytical support for a successful conduct of negotiations and participation in G20 DWG meetings.

For this purpose, the selected Senior National Consultant/service provider is required to coordinate, collaborate and engage with the Ministry of National Development Planning/BAPPENAS (Directorate for Multilateral Funding Cooperation, Directorate of Environmental Affairs, and other relevant directorates within BAPPENAS as required), as well as with UN-PAGE through UNDP Indonesia (PAGE PMU) as lead/coordinating Agency in Indonesia, to ensure that necessary outputs feed into, and are informed by one another. The national consultant will also be in touch with other PAGE Agencies (UNEP, ILO, UNIDO, UNITAR) as necessary, and will be engaged with PAGE global secretariat through its Economic Policy Advisory Group (PEPAG) and the global institution(s)/think-thank(s) designated for providing input/peer review to the Senior Consultant’s outputs.

The Senior National Consultant is to be based at the Ministry of National Development Planning of the Republic of Indonesia/BAPPENAS, however virtual working arrangement is also possible (this will be agreed/decided together with BAPPENAS). S/he will support the Ministry through actively contributing in providing substantive inputs for the deliverables in the G20 process such as the provision of scoping note, preparing the deliverable with a focus on green economy, blue economy, and low carbon development, ensuring its coherence with other deliverables, as well as providing analytical support.

Expected Deliverables	Indicative due date and Payment	Reviewed and Required Approval
<p>1. Work plan and initial brief on green economy and low carbon development as potential area for strengthening COVID-19 pandemic recovery and resilience in developing countries</p> <p>Key Activities</p> <ul style="list-style-type: none"> - Conducting desk review and preparing an initial brief (in a form of PPT deck and/or MsWord/PDF) to be consulted with BAPPENAS in the kick-off meeting. - Preparing a work-plan in close consultation with BAPPENAS and PAGE PMU, to be discussed and agreed in the kick-off meeting. 	<p>5 working days (5%)</p> <p>Indicative Submission/Timeline Deliverable: 31st Dec 2021</p>	<p>Senior Advisor on Sustainable Energy</p>

<p>2. 1st Draft of background paper/scoping notes for the 1st DWG meeting in February 2022</p> <p><u>(specific topic TBD*, the national consultant will be closely collaborated with other experts from other development partners).</u></p> <p>Key Activities</p> <ul style="list-style-type: none"> - Conducting in-depth research and analysis for supporting documents related to green economy and low carbon development (LCD) for the DWG G20 1st meeting - Preparing deliverables in the form of draft of 1st background paper/scoping notes, and other relevant documents as required by BAPPENAS (e.g. PPT, concept notes, policy brief), and to report the progress made in preparing these documents as required. Ensuring the deliverable is in coherence with other deliverables. - Collecting relevant data and information, both national and global data, on green economy and low carbon development to support the ongoing preparation of the deliverables. The main data for the study must be obtained from reputable institutions/organizations (i.e. from relevant line ministries, reputable international organizations, reputable journal/publication, etc.). Other related data may also be obtained from desk/literature review, public discussion, online/offline FGDs, online/offline interview and workshops/seminars - Advising and supporting BAPPENAS on a successful conduct of negotiations and participation in G20 DWG meetings. Attending relevant meetings/discussions/FGDs are required - Collaborate with BAPPENAS' other in-house consultants who work on the area of green and low carbon economy, closely collaborate and coordinate with Directorate of Environmental Affairs BAPPENAS, LCDI Secretariat, and other relevant directorates at BAPPENAS. Coordinate with other relevant ministries as required - Consult and communicate with the designated international think-tank(s) and/or group of experts/economists from the UN-PAGE Agencies for input and peer review. 	<p>15 working days (15%)</p> <p>Indicative Submision/Timeline Deliverable: 31st of January 2022</p>	<p>Senior Advisor on Sustainable Energy</p>
<p>3. 2nd Draft of background paper/scoping notes for the 2nd DWG meeting in May 2022</p> <p><u>(specific topic TBD*)</u></p> <p>Key Activities</p> <ul style="list-style-type: none"> - Conducting in-depth research and analysis for supporting documents related to green 	<p>20 working days (20%)</p> <p>Indicative Submision/Timeline Deliverable: 30th of April 2021</p>	<p>Senior Advisor on Sustainable Energy</p>

<p>economy and low carbon development (LCD) for the DWG G20 2nd meeting</p> <ul style="list-style-type: none"> - Preparing deliverables in the form of draft of 2nd background paper/scoping notes, and other relevant documents as required by BAPPENAS (e.g. PPT, concept notes, policy brief), and to report the progress made in preparing these documents as required. Ensuring the deliverable is in coherence with other deliverables. - Collecting relevant data and information, both national and global data, on green economy and low carbon development to support the ongoing preparation of the deliverables. The main data for the study must be obtained from reputable institutions/organizations (i.e. from relevant line ministries, reputable international organizations, reputable journal/publication, etc.). Other related data may also be obtained from desk/literature review, public discussion, online/offline FGDs, online/offline interview and workshops/seminars. - Advising and supporting BAPPENAS on a successful conduct of negotiations and participation in G20 DWG meetings. Attending relevant meetings/discussions/FGDs are required. - Collaborate with BAPPENAS' other in-house consultants who work on the area of green and low carbon economy, closely collaborate and coordinate with Directorate of Environmental Affairs BAPPENAS, LCDI Secretariat, and other relevant directorates at BAPPENAS. Coordinate with other relevant ministries as required. - Consult and communicate with the designated international think-tank(s) and/or group of experts/economists from the UN-PAGE Agencies for input and peer review. 		
<p>4. 3rd Draft of background paper/scoping notes for the 3rd DWG meeting in September 2022</p> <p><u>(specific topic TBD* - e.g. green fiscal stimulus / sustainable/green financing)</u></p> <p>Key Activities</p> <ul style="list-style-type: none"> - Conducting in-depth research and analysis for 	<p>20 working days (20%)</p> <p>Indicative Submission/Timeline Deliverable: 31st of July 2022</p>	<p>Senior Advisor on Sustainable Energy</p>

<p>supporting documents related to green economy and low carbon development (LCD) for the DWG G20 1st meeting</p> <ul style="list-style-type: none"> - Preparing deliverables in the form of draft of background paper/scoping notes, and other relevant documents as required by BAPPENAS (e.g. PPT, concept notes, policy brief), and to report the progress made in preparing these documents as required. Ensuring the deliverable is in coherence with other deliverables. - Collecting relevant data and information, both national and global data, on green economy and low carbon development to support the ongoing preparation of the deliverables. The main data for the study must be obtained from reputable institutions/organizations (i.e. from relevant line ministries, reputable international organizations, reputable journal/publication, etc.). Other related data may also be obtained from desk/literature review, public discussion, online/offline FGDs, online/offline interview and workshops/seminars. - Advising and supporting BAPPENAS on a successful conduct of negotiations and participation in G20 DWG meetings. Attending relevant meetings/discussions/FGDs are required. - Collaborating with BAPPENAS' other in-house consultants who work on the area of green and low carbon economy, closely collaborate and coordinate with the Directorate of Environmental Affairs BAPPENAS, LCDI Secretariat, and other relevant directorates at BAPPENAS. Coordinate with other relevant ministries as required. - Consulting and communicating with the designated international think-tank(s) and/or group of experts/economists from the UN-PAGE Agencies for input and peer review, as required 		
<p>5. Draft(s) of the Roadmap</p> <p>Key Activities</p> <ul style="list-style-type: none"> - Contributing to the development of the 0, 1st, and 2nd draft of the roadmap. The roadmap will be developed together with a team of national consultants/experts at BAPPENAS. The schedule will be arranged together / 	<p>20 working days (20%)</p> <p>Indicative Submision/Timeline Deliverable: 30th of September 2022</p>	<p>Senior Advisor on Sustainable Energy</p>

<p>agreed with BAPPENAS.</p> <ul style="list-style-type: none"> - Integrating inputs from the relevant background paper/scoping notes. - Coordinating with and seeking input from relevant stakeholders, as advised by BAPPENAS. 		
<p>6. Draft of final integrated report (50 pages max): integrating/consolidating all the previous background papers/scoping notes, its contribution to the development of the roadmap, analysis for Indonesia context, and identification of potential follow up activities/action plans (with focus on Indonesia).</p>	<p>15 working days (10%)</p> <p>Indicative Submission/Timeline Deliverable: 30th of November 2022</p>	<p>Senior Advisor on Sustainable Energy</p>
<p>7. Final integrated report (50 pages max): integrating/consolidating all the previous background papers/scoping notes, its contribution to the development of the roadmap, analysis for Indonesia context, and identification of potential</p>	<p>10 working days (10%)</p> <p>Indicative Submission/Timeline Deliverable: 15th of December 2022</p>	<p>Senior Advisor on Sustainable Energy</p>

III. WORKING ARRANGEMENTS

Institutional Arrangement

The selected candidate will work closely and under supervision of the Ministry of National Development Planning (BAPPENAS) Directorate of Multilateral Funding Cooperation, as well as PAGE through UNDP Indonesia (PAGE PMU), in close collaboration/coordination with Directorate of Environmental Affairs, LCDI Secretariat, other relevant directorates within BAPPENAS, and other line ministries as required.

UN-PAGE Project Management Unit (PMU) UNDP Indonesia as project assurance will support the Ministry to review the results, together with the designated international think-tank(s) and/or UN economists for peer review. Besides, UNDP/UN-PAGE PMU will facilitate the selected organization/consultant to coordinate with other line ministries, private sectors, University and CSOs, if required.

The selected Senior National Consultant/service provider has responsibility to submit the expected deliverables according to the agreed timeline, obtain technical clearance from BAPPENAS, and seek approval from UN-PAGE through UNDP Indonesia on each deliverable. **It is important to keep the active response of the selected Senior National Consultant/service provider for any request/feedback from the Ministry and/or UN-PAGE.** Further, the selected consultant will present report results/outputs to the audience as required/asked.

The selected Senior National Consultant/service provider will closely collaborate/work, liaise and meet with the GoI specifically with the Directorate for Multilateral Funding Cooperation and Directorate of Environmental Affairs including its internal experts/consultants, other relevant directorates within BAPPENAS, other relevant lines Ministries, and other potential partners such as research institutions and CSOs.

Duration of the Work

The assignment will be delivered within 12 (twelve) month in intermittent scheme with total of 105 days. The payment will be made to the consultant at each payment schedule, upon technical clearance Senior Advisor on Sustainable Energy, UNDP Indonesia

Duty Station

The selected consultant/service provider will mainly work in Jakarta in close coordination with the Ministry of National Development Planning/BAPPENAS and UN-PAGE/UNDP Indonesia. The consultant will be based at the Directorate for Multilateral Funding Cooperation BAPPENAS. Virtual/hybrid arrangement is possible subject to discussion with/agreement by BAPPENAS.

Travel Plan

There is no travel plan for the duration of the assignment. If there is a travel/mission, PMU UNPAGE Project will assist it under the supervision/request from Bappenas

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications

- Master Degree in economics, environmental economics, environmental engineering, finance, political science, or a related area with a background in development economics or development studies

Years of experience

- At least 5-10 years of relevant professional experience of working on green economy and/or blue economy or low carbon development in development cooperation or international organization.
- Proven both international & National professional experience and in-depth knowledge of global governance discussions, in particular in the areas of economic development, poverty alleviation, and green/blue economy and low carbon development
- Wider experience in G20 processes and the UN, and several years of experience in the coordination or negotiation of government positions and interests is highly desirable.
- Experience in working with multi-stakeholders at the national level and Experience in successfully preparing and developing projects report on Green Economy and/or Low Carbon Development
- Previous experience working with UNDP projects is an advantage

Competencies and skill requirements

- Strong analytical, conceptual interdisciplinary thinking accompanied with excellent consulting, communication, drafting and ability to work as a team.
- Excellent communication skills: written and spoken command of the English language, including the ability to talk with ease and to draft clear, concise, high-quality documents in English. IELTS and/or TOEFL certificates would be an added value.
- Strong knowledge on green economy/low carbon development in Indonesia, the Global South, and the current global trend on the related topic.
- Strong understanding of decision-making system mechanisms in the UN and G20 system, as well as a knowledge of the discussion of green economy/low carbon development in the UN or the G20
- Strong motivation & ability to work & deliver under short deadlines.
- Focuses on impact & result for the client & responds positively to critical feedback.
- Able to work independently with little or no supervision.
- Familiarity with government strongly desired.
- Previous experience in conducting gender sensitive research is strongly desired.

V. EVALUATION METHOD AND CRITERIA

Individual consultants will be evaluated based on the following methodologies:

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	Maximum Point
Technical (70%)	100%	100
<p><i>Criteria A: qualification requirements as per TOR:</i></p> <ul style="list-style-type: none"> • Master degree in economics, environmental economics, environmental engineering, finance, political science, or a related area with a background in development economics or development studies • At least 5-10 years of relevant professional experience of working on green economy and/or blue economy or low carbon development in development cooperation or international organization. • Proven both international & National professional experience and in-depth knowledge of global governance discussions, in particular in the areas of economic development, poverty alleviation, and green/blue economy and low carbon development • Experience in working with multi-stakeholders at the national level and Experience in successfully preparing and developing projects report on Green Economy and/or Low Carbon Development • Previous experience working with UNDP projects is an advantage 	70%	<p>20</p> <p>20</p> <p>10</p> <p>10</p> <p>10</p>
<p><i>Criteria B: Brief Description of Approach to Assignment</i></p> <ul style="list-style-type: none"> • <i>Understands the task and applies a methodology appropriate for the task?</i> • <i>Important aspects of the task addressed clearly and in sufficient detail?</i> • <i>Is planning logical, realistic for efficient project implementation?</i> 	30%	<p>10</p> <p>10</p> <p>10</p>