



United Nations Development Programme

Annex I

Terms of reference

GENERAL INFORMATION

Title: National Consultant for LCDI Waste Analyst

Project Name: PAGE Indonesia

Reports to: Senior Advisor on Sustainable Energy, UNDP Indonesia

Duty Station: Home based

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

Duration of Assignment: 75 working days from September 2022

REQUIRED DOCUMENT FROM HIRING UNIT

<input checked="" type="checkbox"/>	TERMS OF REFERENCE
<input checked="" type="checkbox"/>	(4) CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT, please select : (1) Junior Consultant (2) Support Consultant (3) Support Specialist (4) Senior Specialist (5) Expert/ Advisor
<input checked="" type="checkbox"/>	APPROVED e-requisition

REQUIRED DOCUMENTATION FROM CONSULTANT

<input checked="" type="checkbox"/>	CV / P11 with three referees
<input checked="" type="checkbox"/>	Copy of education certificate
<input checked="" type="checkbox"/>	Completed financial proposal
<input checked="" type="checkbox"/>	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

Signature of the Budget Owner: Verania Andria, Senior Advisor on Sustainable Energy

I. BACKGROUND

In 2017, the Government under the leadership of the Ministry of National Development Planning (BAPPENAS) launched the Low Carbon Development Initiative (LCDI), offering a non-silo approach to achieve low-carbon development, sustainable natural resource management and poverty alleviation while maintaining economic growth. The various policy scenarios that were identified and assessed through the LCDI are being mainstreamed in the newest *National Medium-Term Development Plan 2020-2024 (RPJMN – from its Indonesian title*. This first “green” RPJMN was launched in the beginning of 2020 and will be used by sector ministries, government bodies and other stakeholders as reference for their policymaking and programmatic planning for the next five years.

In alignment with the LCDI context, Indonesia joined PAGE in 2018 to transform its economy into a driver of sustainability and social inclusion and to catalyse multi-stakeholder action to address development and environmental challenges at the national and sub-national level. LCDI phase 1 has successfully introduced system-dynamics as a planning tool that allows simultaneous assessment of social, environmental and economic impacts in various development scenarios. Various LCDI policies, interventions and investment needs have been assessed that will be incorporated into the National Mid-Term Development Plan (RPJMN) 2020-2024. The LCDI phase 2 will be supported by PAGE Indonesia together with other development partners. LCDI Phase 2 framework is designed with twofold objectives; *the first* is to address the challenges in LCDI Phase 1 in order to support LCDI model development for next RPJMN, and *the second* is to support implementation of LCDI development scenarios by involving multi-stakeholders, improving the integrated Monitoring, Evaluation and Reporting system, strengthening communication and replicating the LCD model at the sub-national level.

The Partnership for Action on Green Economy (PAGE) is a global initiative that was launched in 2013 as a response to the call at Rio+20 to support those countries wishing to embark on greener and more inclusive growth trajectories. The initiative brings together the expertise of five UN agencies – UNEP, ILO, UNIDO, UNDP and UNITAR – and works closely with national governments to support countries to develop and implement national green economy strategies. PAGE’s main objective is to enable countries to reframe economic policies around sustainability and put in place enabling policy conditions, reforms, incentives, business models and partnerships. PAGE Indonesia initiative started in July 2018, after the approval by the PAGE Management Board, for four years of duration. The Ministry of National Development Planning, Bappenas, is the national implementing partner, while UNDP is the main coordinating partner amongst the five UN PAGE Agencies.

Since 2020, PAGE Indonesia as advise by Bappenas is focusing on selected LCDI sectors i.e energy and waste sectors. PAGE Indonesia has recently working on energy sector i.e conducting several assessment on supporting energy transition and renewable energy to support the achievement of low carbon development while in the waste sector PAGE Indonesia has conducted several studies i.e Policy scoping on FLW policy in West Java Province, FLW Baseline survey in three piloted provinces and rapid assessment on fiscal stimulus in the waste sector.

During the implementation of LCDI in Indonesia, to strengthen the capacity of the national LCDI secretariat we will hire one national consultant for LCDI waste analyst to provide support on the waste issues in Indonesia. Besides support the substantial, the national consultant will also provide support to the engagement process with key line ministries. The national consultant will work closely with the Directorate of Environmental Affairs-Bappenas and PMU UNPAGE Indonesia.

II. SCOPE OF WORK, ACTIVITIES AND DELIVERABLES

In addition to the Bappenas's request, PAGE Indonesia will support the capacity of the National Secretariat LCDI by providing one national consultant to analyse the waste issues related to LCDI in Indonesia.

The national consultant will develop the document in close coordination with the Ministry of National Development Planning (Bappenas- The Directorate of Environmental Affairs) and under supervision of PMU PAGE Indonesia project and Senior Advisor on Sustainable Energy.

The development of the document will be conducted mainly through desk and document review but also through consultations with UN PAGE Agencies and government counterpart if certain clarifications would be needed. Additional supervision and guidance will be provided by PAGE focal point at UNDP.

From this process the consultant will prepare at least 20-30 pages per deliverable

Deliverables	Indicative due date and Payment	Reviewed and Required Approval
First Deliverable will be covering: Technical Report and documents on national waste data on LCDI and AKSARA platform	10 working days	National Project Coordinator
Second Deliverable will be covering: Technical Report and documents on waste and CO2 reduction assessment in the context of PAGE's green recovery activity	10 working days	National Project Coordinator
Third Deliverable will be covering: Technical Report and documents on sectoral data to strengthen and enrich the regional document on low carbon development plan	20 working days	National Project Coordinator
Fourth Deliverable will be covering: Technical Report and documents on regional strategy on Food Loss and Waste (FLW)	20 working days	National Project Coordinator

<p>Fifth Deliverable will be covering:</p> <p>Technical Report and document on Green Recovery support, mainly on the Circular Economy public awareness raising and capacity building report activities</p>	15 working days	National Project Coordinator

III. WORKING ARRANGEMENTS

Institutional Arrangement

Under the supervision of the PMU PAGE Indonesia Project and Senior Advisor on Sustainable Energy, the Consultant must ensure the completion of the above deliverables through high quality advocacy, consultations and coordination with various parties internally and externally.

Duration of the Work

The assignment will be delivered within six (6) months in intermittent scheme with total of 75 working days. The payment will be made to the consultant at each payment schedule, upon technical clearance from Senior Advisor on Sustainable Energy in close coordination with Bappenas

Duty Station

The duty station/location for the consultant will be home-based with a routine visit to Bappenas (Directorate of Environmental Affairs-Bappenas), National LCDI Secretariat Office and PMU PAGE Office which is located in Central Jakarta (Jln Taman Suropati, Menteng-Central Jakarta)

Travel Plan

There is no travel plan for the duration of the assignment.

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications

- Master's degree in Environmental Engineering, Urban and Cities Planning, Economics, Sustainable Development, Governance, or equivalent relevant field.

Years of experience

- At least two (2) years of working experience in a relevant field such as Low Carbon Development Initiatives (LCDI), Urban and Cities Planning, Infrastructure, Forestry, Environment, Economics, Sustainable Development or Governance.
- Experience in working with multi-stakeholders at the national and regional level.
- Experience in successfully preparing and developing projects report on LCDI waste issues both at national and regional level
- Previous experience working with UNDP and Bappenas projects is an advantage

- Having familiar with LCDI waste issues is an advantage

Competencies and skill requirements

- Strong analytical, writing & communication skills and fluency in the English language.
- Knowing on Low Carbon Development Initiative specifically on waste issues and Sustainable Development Goals issues in Indonesia
- 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
<i>Technical (70%)</i>	<i>100%</i>	<i>100</i>
<i>Criteria A: qualification requirements as per TOR:</i>	<i>70%</i>	
<ul style="list-style-type: none"> • Master's degree in Environmental Engineering, Urban and Cities Planning, Economics, Sustainable Development, Governance, or equivalent relevant field. 		<i>20</i>
<ul style="list-style-type: none"> • At least two (2) years of working experience in a relevant field such as Low Carbon Development Initiatives (LCDI), Urban and Cities Planning, Infrastructure, Forestry, Environment, Economics, Sustainable Development or Governance. 		<i>20</i>
<ul style="list-style-type: none"> • Experience in working with multi-stakeholders at the national & regional level. 		<i>10</i>
<ul style="list-style-type: none"> • Experience in successfully preparing and developing projects report on LCDI waste issues both at national and regional level 		<i>10</i>
<ul style="list-style-type: none"> • Previous experience working with UNDP and Bappenas projects is an advantage also familiar with LCDI waste issues 		
<i>Criteria B: Brief Description of Approach to Assignment</i>	<i>30%</i>	<i>10</i>
<ul style="list-style-type: none"> • <i>Understands the task and applies a methodology</i> 		

<p><i>appropriate for the task?</i></p> <ul style="list-style-type: none"> • <i>Important aspects of the task addressed clearly and in sufficient detail?</i> • <i>Is planning logical, realistic for efficient project implementation?</i> 		<p><i>10</i></p> <p><i>10</i></p>	
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