

Terms of reference



GENERAL INFORMATION

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

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

Reports to: Senior Advisor on Sustainable Energy

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 seven (7) months from Aug 2022

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

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

I. BACKGROUND

In 2022, Indonesia officially holds 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), in the Sherpa Track coordination, and is fully responsible in organizing and hosting DWG meetings throughout 2022, including all aspects from substantive - proposing development priority issues, as well as logistics. This 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 blue economy, and 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, among other things, provision of **a National Consultant for green, blue and low carbon economy** to provide substantive and technical 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 will be supported by international UN experts and/or economists from PAGE's Green TEAM (experts and country economists) 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 National Consultant will directly contribute to the preparation of the substantive documents for the G20 DWG meetings in a form of, among others, scoping papers, background/issue notes, and draft roadmap, 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, LCD 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 documents and for the G20 DWG meetings in a form of drafts of background paper/briefing notes, draft roadmap, and other relevant forms as required; (2) Reports on all the DWG meetings analysing issues and countries interventions on green, blue and circular economy and low carbon development; including analysis for Indonesia context, and identification of potential follow up activities/actions; (3) Technical 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 National Consultant/service provider is required to coordinate, collaborate and engage with the Ministry of National Development Planning/BAPPENAS (Directorate for Multilateral Funding Cooperation as DWG focal point, 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 Green TEAM and the global institution(s)/think-tank(s) designated for providing input/peer review to the Consultant's outputs.

The 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 briefing notes and other reports as required, 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><u>1st Deliverable</u></p> <p>Briefing Note(s) on Green & Blue Economy for the G20 DWG Chair</p> <p>Key Activities</p> <ul style="list-style-type: none"> - Conduct in-depth research and analysis for supporting documents related to green, blue and circular economy also low carbon development (LCD) - Collect relevant data and information, both national and global data, on green , blue and circular economy also low carbon development to support DWG G-20 Meeting 	<p>15 working days (25 August 2022)</p>	<p>National Project Coordinator</p>

<ul style="list-style-type: none"> - Support BAPPENAS (substantively) on a successful conduct of negotiations and participation in G20 DWG meetings, including preparation of briefing note(s) for the DWG Chair. Attend relevant meetings/discussions/FGDs are required. - Collaborate with the other in-house consultants who work on the area of green and low carbon economy at the DWG Secretariat, closely collaborate and coordinate relevant Directorates at BAPPENAS and other relevant ministries as required. - Coordinate with relevant stakeholders and participate in UN-PAGE internal briefing(s) on relevant topic, present relevant issues/results as required. 			
<p><u>2nd Deliverable</u></p> <p>Report on the 1st and 2nd DWG meeting (Country Intervention Analysis) and Zero Draft of the Priority 1 (Environment Pillar, Green & Blue Economy)</p> <p>Key Activities</p> <ul style="list-style-type: none"> - Conduct analysis on strategic issues raised during the 1st and 2nd DWG meeting including countries intervention on green, blue, and circular economy. - Conduct analysis on DWG countries intervention analysis on Low Carbon Development and other relevant development issues, raised during the 1st and 2nd DWG meeting. - Draft report on the 1st and 2nd DWG meeting and strategic issues raised during the meeting, including countries intervention on green, blue, low carbon, and circular economy. - Provide substantive input for the zero draft of the Priority 1 (Environment Pillar, Green & Blue Economy). - Collect relevant data and information, both national and global data, on green, blue, and circular economy and low carbon development to support the ongoing preparation of the deliverables. - Coordinate with relevant stakeholders and participate in UN-PAGE internal briefing(s) on relevant topic, present relevant issues/results as required. 	<p>20 working days (25 September 2022)</p>	<p>National Project Coordinator</p>	
<p><u>3rd Deliverable</u></p> <p>Report on the 3rd DWG Meeting and 1st Draft of the DWG Roadmap (with focus on Environment Pillar/Key Focus Area 3 on Green & Blue Economy)</p> <p>Key Activities</p>	<p>10 working days (15 November 2022)</p>	<p>National Project Coordinator</p>	

<ul style="list-style-type: none"> - Conduct analysis on strategic issues raised during the 3rd DWG meeting including countries intervention on green, blue, and circular economy. - Conduct analysis on DWG countries intervention analysis on Low Carbon Development and other relevant development issues, raised during the 3rd DWG meeting. - Draft report on the 3rd DWG meeting and strategic issues raised during the meeting, including countries intervention on green, blue, low carbon, and circular economy. - Provide substantive input for the zero draft of the Priority 1 and/or DWG Roadmap (Environment Pillar/Focus Area 3 on Green & Blue Economy). - Collect relevant data and information, both national and global data, on green, blue, and circular economy and low carbon development to support the ongoing preparation of the deliverables. - Coordinate with relevant stakeholders and participate in UN-PAGE internal briefing(s) on relevant topic, present relevant issues/results as required. 			
<p><u>4th Deliverable</u></p> <p>Final Draft of the DWG Roadmap (with focus on Environment Pillar/Key Focus Area 3 on Green & Blue Economy)</p> <p>Key Activities</p> <ul style="list-style-type: none"> - Guide and provide substantive input for the final draft of the Priority 1 and/or DWG Roadmap (Environment Pillar/Focus Area 3 on Green & Blue Economy). - Collect relevant data and information, both national and global data, on green, blue, and circular economy and low carbon development to support the ongoing preparation of the deliverables. - Coordinate with relevant stakeholders and participate in UN-PAGE internal briefing(s) on relevant topic, present relevant issues/results as required. 	<p>15 working days (5 December 2022)</p>	<p>National Project Coordinator</p>	
<p><u>5th Deliverable</u></p> <p>Report on the G20 Ministerial Meeting & Summit on issues related to green, blue, low carbon, and circular economy & analysis on possible ways forward</p> <p>Key Activities</p> <ul style="list-style-type: none"> - Develop report on the G20 Ministerial Meeting & Summit on issues related to green, blue, and circular economy, as well as low carbon development. 	<p>15 working days (24 December 2022)</p>	<p>National Project Coordinator</p>	

<ul style="list-style-type: none"> - Analyze and develop on possible ways forward for green, blue, circular economy, and low carbon development in the context of G20 processes. - Coordinate with relevant stakeholders and participate in UN-PAGE internal briefing(s) on relevant topic, present relevant issues/results as required. 		
<p><u>6th Deliverable</u></p> <p>Draft final report on the Consultant's support and activities in the Indonesia G20 Presidency DWG processes throughout 2022.</p> <ul style="list-style-type: none"> - Develop draft final report on the Consultant's support and activities in the Indonesia G20 Presidency DWG processes throughout 2022. - Integrate/consolidate 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). - Coordinate with relevant stakeholders and participate in UN-PAGE internal briefing(s) on relevant topic, present relevant issues/results as required. 	15 working days (20 January 2022)	National Project Coordinator
<p><u>7th Deliverable</u></p> <p>Final report on the Consultant's support and activities in the Indonesia G20 Presidency DWG processes throughout 2022.</p> <ul style="list-style-type: none"> - Develop draft final report on the Consultant's support and activities in the Indonesia G20 Presidency DWG processes throughout 2022. - Integrate/consolidate 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>Coordinate with relevant stakeholders and participate in UN-PAGE internal briefing(s) on relevant topic, present relevant issues/results as required.</p>	15 working days (15 February 2022)	
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 G20 DWG Focal Point, as well as PAGE through UNDP Indonesia (PAGE PMU).

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 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 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 National Consultant/service provider will closely collaborate/work, liaise and meet with the GoI specifically with the Directorate for Multilateral Funding Cooperation 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 7 (seven) month in intermittent scheme with total of 105 days. The payment will be made to the consultant at each payment schedule, upon technical clearance of the UN-PAGE National Project Coordinator, 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, agricultural economics, environmental engineering, finance, political science, or a related area with a background in development economics or development studies

Years of experience

- At least four (4) years of relevant professional experience of working on environmental and agricultural economics, such as 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 Bappenas including DWG G-20 or 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
Criteria A: qualification requirements as per TOR:	70%	
<ul style="list-style-type: none">• Master degree in economics, agricultural economics, environmental engineering, finance, political science, or a related area with a background in development economics or development studies		15
<ul style="list-style-type: none">• At least 4 years of relevant professional experience of working on green economy and/or blue economy or low carbon development in development cooperation or international organization.		15
<ul style="list-style-type: none">• 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.		10
<ul style="list-style-type: none">• 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.		10
		10

<ul style="list-style-type: none"> • Previous experience supporting G20 process and its working groups (including DWG) is highly desired. • Previous experience working with/for Bappenas and/or UNDP project(s) is an advantage. 		10
<i>Criteria B: Brief Description of Approach to Assignment</i> <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%	10 10 10