INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 25 July 2022

Country: INDONESIA

Description of the assignment: Resource Mobilization Innovation Finance Consultant

Project name: Biodiversity Finance Initiative Phase 2 (BIOFIN phase 2)

Period of assignment/services (if applicable): 72 working days within 6 months

Proposal should be submitted by email to bids.id@undp.org no later than 08 August 2022 at 1700 hours (GMT +7).

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above, and cc: agneta.silvia@undp.org and yusef.millah@undp.org .

The Procurement Unit will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

1. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATION.

I. Academic Qualifications:

Bachelor's degree or Master degree in Finance, Economics, Development Economics, Public policies, Development Studies, Environment Economics or other related field

II. Years of experience:

- At least 4 years experiences for Master degree and 10 years experiences for Bachelor degree relevant to issues on biodiversity/climate change financing/environment and biodiversity/public policy analysis/good governance/and related
- Experience in at least 2 (two) projects on finance and policy advisory roles, including in areas such as capital markets, blended finance, fiscal policy, private and financial sector development on issues of environment, natural resources management, economy, sustainable development and/or similar field
- Experience in at least 3 (three) projects as data/information collection/data analyst
- Experience in project management supports/stakeholder engagement are essential as well as ability to facilitate government and draft correspondence on budget-related issues and briefing notes

- Experience in working with government and non-state actor (private sector/NGO/philanthropist)

III. Competencies and special skills requirement:

- knowledge in the areas of finance policy analysis/ climate change/environmental financing/ environment and biodiversity/finance mobilization/public policy analysis/good governance/and related, policy analysis, development and planning, strategic planning of the projects focused on economic development through providing evidence-based policy advice;
- Good inter-personal and team-building skills. proven competency of teamwork, responsibility, decision making, communication, leadership, and problem solving
- Ability to communicate in a clear, concise, and unambiguous manner both through written and verbal communication; to tailor messages and choose communication methods depending on the audience
- Ability to manage communications internally and externally especially with national and regional government, through media, social media and other appropriate channels
- knowledge in formulating development strategies and policies;
- Strong analytical, reporting and writing skills.
- Openness to change and ability to receive/integrate feedback.
- Ability to plan, organize, implement, and report on work.
- Ability to work under pressure and tight deadlines.
- Demonstrates integrity and ethical standards.
- Positive, constructive attitude to work.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Fluency in English with excellent written communication skills, and strong experience writing reports
- Demonstrates focus on achieving quality results and impact

2. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:
1. Proposal:
(i) Explaining why they are the most suitable for the work
(ii) Provide a brief methodology on how they will approach and conduct the work

2. Financial proposal (Annex III – Confirmation of Interest and Financial Proposal).
3. P11 form completed and at least 3 reference**s**

Note: Applicants without completed documents mentioned above shall not be considered

2. FINANCIAL PROPOSAL

Lump sum contracts

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial

proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

Travel;

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed

ANNEX

ANNEX 1 – TERMS OF REFERENCES (TOR)

ANNEX 2 – INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANEEX 3 – CONFIRMATION OF INTEREST AND FINANCIAL PROPOSAL

Note:

1) Only selected candidate will be notified.
2) The selected candidate will be required to provide additional personal information i.e. reference check, release letter (for government official employee only), full medical check up for consultant above 62 years old who will be required to travel
3) UNDP encourage woman and disabled candidates to apply