

REQUEST FOR EXPRESSIONS OF INTEREST
(INDIVIDUAL CONSULTANT SELECTION)

**INDONESIA Global Environment Facility (GEF) Grant: Project Preparation Grant for
the Preparation of Proposed Indonesia Sustainable Cities Impact Proram**

Grant No.: TF0B8114

Assignment Title: Financial Management Specialist

Reference No.: ID-BAPPENAS-371782-CS-INDV

The Ministry of National Development Planning/National Development Planning Agency has received financing from the World Bank toward the cost of the Global Environment Facility (GEF) Grant, namely Sustainable Cities Impact Project (SCIP). Bureau of Planning, Organization, and Governance (“Renortala”) will be the Executing Agency of the Project and serve as the Project Management Unit (PMU) that responsible for the Component 5, particularly to coordinate, monitor, advice and facilitate the implementation of all components of the Project. Renortala will carry out its tasks and coordinate closely with other Project Implementing Units in Bappenas. Bureau of Planning, Organization, and Governance (“Renortala”) now invites eligible Individual Consulting Services to indicate their interest in Financial Management. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Interested consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services i.e. firm profile and description of similar projects, including project title project location/country, name of Client, type of services provided, period of contract, contract amount, starting and completion dates, and brief description of the services.

The individual consulting services (“the Services”) include:

1. Preparing standardized financial documents for the overall period of the implementation of GEF-SCIP.
2. Creating required GEF-SCIP budget analysis and projection to ensure budget viability as regulated by the World Bank and PMU based on the Project Operations Manual;
3. Conducting budget exercises (on Budget Expenditure Details, Rencana Anggaran Biaya, Rencana Penarikan Dana) as inputs for planning and decision-making on Annual Work Plans and Overall Work Plan;
4. Responsible on financial accounting for Project activities undertaken and expenditures incurred at PMU and all PIUs;
5. Intensively communicating with internal and external stakeholders, especially the World Bank, PMU, and PIUs, to acquire satisfaction with the financial aspects of the Project;
6. Analyzing budget variances and finding ways to stay within budget projection;
7. Regularly reconciling project costs, budget issues, and providing recommendations for improvements and accelerations;
8. Compiling on a regular basis complete information in procurement and progress of activities with the corresponding financial statements for all related project resources and expenditures;
9. Conducting monitoring and reporting the financial progress to PMU and the World Bank through regular detailed reporting mechanisms – monthly (budget reconciliation), quarterly (Interim Financial Reports, LPK-PHLN), and annual report (Consolidated Financial Report);
10. Assisting PMU in the financial audit process by Badan Pemeriksa Keuangan;
11. Proposing revised budget policies or strategies to PMU for better Project financial management;
12. Establishing simplified financial guidelines, trainings, webinars, and one-to-one calls with PIU personnel in order to ensure conformity with financial aspect;
13. Prepares correspondences (memorandum, nota dinas) regarding Project finance and any related matters.
14. Carries out any other duties as recommended by the PMU that contribute to achieving the effective Project financial aspect

The activity will be executed by 1 (one) Individual Consultant for 29 months from the start date. Further detailed Terms of Reference (TOR) for the assignment *can be found at the following website:* <https://link.bappenas.go.id/TORFinancialSpecialist>

The Ministry of National Development Planning/National Development Planning Agency now invites eligible individual consultant ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are as follows:

- 1) Bachelor's degree in accounting, finance, or business administration;
- 2) At minimum, seven years of financial project management and/or accounting experience in government agencies or international organizations for public-financed projects;
- 3) Strong analytical and technical skills with the ability to set priorities, complete work with minimal supervision, and meet deadlines;
- 4) Good general knowledge in loan/grant administration, particularly the World Bank's financial management policies and guidelines, and be familiar with computer software applications (e.g., Microsoft Words, Excel, PowerPoint, or similar applications) relevant to his/her tasks;
- 5) Excellent communication and reporting skills in Bahasa Indonesia and English are required.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 and World Bank Procurement Regulations for IPF Borrowers" November 2020, setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultant method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours (09.00 to 17.00 GMT+7).

Expressions of interest must be delivered in a written form along with Curriculum Vitae to the address below by e-mail no later than Thursday, 18th February 2025 at 17.00 WIB.

Jakarta, 4th February 2025

Pokja IV Unit Kerja Pengadaan Barang dan Jasa

Kementerian Perencanaan Pembangunan Nasional/JI.

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