

REQUEST FOR EXPRESSIONS OF INTEREST  
(INDIVIDUAL 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: Project 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 Project 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. lead and assist all management aspects of the Project, including planning, scheduling, budgeting, procurement, resource allocation, and risk management (environmental and social safeguards) by establishing clear operational management plan, Project-tracking/ monitoring, problem solving mechanism, and ensuring the Project meets the PDO within the defined scope, timeline, and budget;
2. build cooperative teamwork, create team workflow, motivate for quality assurance, and guide all consultants under the PMU with effective technical focus and clear outputs, and meet deadlines in performing their management tasks;
3. responsible for ensuring Project governance as reflected on the Project Operations Manual (POM), and all Project fiduciary aspects to the PMU and the World Bank;
4. responsible for developing Project analysis, materials, concepts, and reports needed by the PMU, particularly on sustainable cities development, climate smart-management, urban biodiversity, innovative financing, as well as integrated management aspects and applicable strategies in order to elevate the quality of project delivery by all PIUs;
5. responsible for the Quarterly Implementation Result Framework (IRF) regarding the PDO achievements, Quarterly Project Performance Report (LPK PHLN), Project Bi-Annual Report (progress implementation, disbursement, fiduciary status, safeguard, risk management, and other issues), Consolidated Annual Project Report, and the Project Completion Report;
6. facilitate PIUs to deliver all Project components under annual work plan(s) as well as to ensure overall strategies and alignments with the PDO under Specific, Measurable, Attainable, Realistic, and Time-Bound indicators to the respective activity target;
7. assist PIUs in delivering and defining respective strategic tasks, priorities, workflows, and schedules to avoid duplication or miscoordination among PIUs;
8. identify, update, and propose PMU on potential Project risks mitigation measures and debottlenecking for effective implementation of the Project;
9. upon the World Bank Implementation Support Mission, arrange, update, and submit the Agreed Action Plan (AAP) to the concerned PIU for review and finalization, and discuss with PMU and the World Bank for approval;
10. liaise and maintain effective communication with the World Bank, PIUs, participating cities’ government agencies, and relevant stakeholders to ensure smooth implementation of the Project;

11. prepare correspondences (e-mail, memorandum, nota dinas) to the World Bank, PIUs, and relevant government institutions in order to inquire, respond, and clarify Project matters;
12. record important decisions made in meetings and ensure the decisions have been applied consistently;
13. carries out any other duties as recommended by the PMU that contribute to achieving the effective Project management 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/TOR\\_PMS](https://link.bappenas.go.id/TOR_PMS)

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) At least master's degree in the field of urban planning, environmental, social background or other relevant fields, preferably with advanced experiences in project management for climate change mitigation and adaptation, biodiversity, or sustainable cities;
- 2) At minimum ten years of substantial experience in providing advisory on donor-funded project management;
- 3) Strong analytical and technical skills with the ability to set priorities, complete work with minimal supervision, and meet deadlines;
- 4) Demonstrable skill in overall management, planning, budgeting, monitoring, evaluation of a project, preferably with proof on project manager certification;
- 5) Extensive knowledge of the World Bank policies, standards, guidelines, and procedures;
- 6) Excellent communication and reporting skills in Bahasa Indonesia and English are required, with ability to utilize office tools (e.g., Microsoft Word, Excel, PowerPoint, or similar applications).

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, 26<sup>th</sup> February 2025 at 17.00 WIB.

Jakarta, 12<sup>nd</sup> February 2025

Pokja IV Unit Kerja Pengadaan Barang dan Jasa

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