

CONSULTANT SUPPORT
ADVISORY SERVICES TO
THE INDONESIA INFRASTRUCTURE FINANCING DEVELOPMENT (IIFD)
TRUST FUND

SENIOR INFRASTRUCTURE CONSULTANT

Terms of Reference

I. Background

The Ministry of Finance has established Public Private Partnership (PPP) Unit named Directorate of Government Support and Infrastructure Financing Management, DGFRM – MOF in 2015 aiming to support infrastructure development in Indonesia through private participations. PPP Unit will work closely with the Government Contracting Agency (GCA) on the PPP project development and with other agencies on the provision of Government support. In addition, the unit also plays important roles such as undertake PPP awareness campaign and providing the capacity building to the GCA and other relevant stakeholders.

In order to fulfill its roles, PPP Unit requires an extensive support at the initial operation stage. The support will comprises of technical assistance and advisory functions in managing the Project Development Facility and Government Support provision as well as performing other roles. The assistance and advisory services are also required to help PPP Unit in developing its strategic plan and resolve PPP related issues facing the unit.

Against this backdrop, the Infrastructure Finance and Development (IIFD) Project, which is funded by the Government of Canada (GOC), presents a comprehensive approach to financing infrastructure development in Indonesia that is well aligned with its current development imperative as a Middle Income Economy (MIC) of driving robust and inclusive growth amid global economic uncertainties. Making public institutions interface effectively with private capital is a key priority for Indonesian infrastructure and directly impacts the ability of GOI to drive PPPs. The World Bank's Country Partnership Framework (CPF) for Indonesia identifies and discusses this interface and it's centrality in Indonesia's developmental strategies. The work identified for the Project are grounded in the priorities identified within the World Bank's CPF, which focuses on the "Delivery of Infrastructure" as a central target for the World Bank's engagement in Indonesia, and how PPPs can be used to reduce the country's investment deficit.

The Project Development Objectives (PDO) is to assist Indonesia in closing its large public infrastructure gap by supporting the flow of private capital into infrastructure development and improving the institutional, legal and regulatory framework to enhance the ability of private capital and public institutions to work together for infrastructure development. The Project is designed to develop operational, ready-to-

implement next-steps toward a robust infrastructure and PPP financing market in Indonesia. Among other things, the Project will clarify specific legal and regulatory provisions and corresponding operational policies and procedures; enhance inter-agency coordination and develop skills and capacity of national level agencies (MOF; KPPIP; Bappenas; Coordinating Ministry of Economic Affairs (CMEA) and Government Contracting Agencies (GCAs) vis-à-vis public sector and PPP financing of infrastructure; and help prepare a small number of well-structured PPP projects for market bidding. Through IIFD-TF, the PPP Unit will hire experts and specialists that have expertise in areas related to PPP Unit roles. One of the specialist is the Senior Infrastructure Consultant. The consultant will assist and advise PPP Unit in the strategic aspects of PPP Unit operation including the management of Project Development Facility and Government Supports.

This Terms of Reference describes the objectives and scope of the required services, the envisaged outputs, and consultancy inputs, the reporting requirements and the arrangements of the Senior Infrastructure Consultant.

II. Objective of the Services

The objectives of the service are to support the PPP Unit operation in the formulation and implementation of the PPP Unit Business Plan, to provide advice on the development of relevant PPP policies, to assist in the coordination with PPP stakeholders and the Project Development Consultants, and to recommend strategy on PPP program development.

III. Scope of Work

The Senior Infrastructure Consultant will lead and coordinate the PPP Unit Core Consultant team in assisting and advising PPP Unit. The tasks of the Consultant will be as follows:

- a. to provide assistance in the operationalization of the PPP unit according to its business processes;
- b. to support the ongoing review and alignment of the PPP Unit business plan;
- c. to develop an effective strategy on a PPP awareness campaign and stakeholder engagement;
- d. to provide input on the PPP program development and implementation strategy;
- e. to support the PPP Unit staff in project development activities, from project identification through to the transaction stage, including reviewing FBCs, request for proposals and project awards;
- f. to assist on project management, scheduling and monitoring;
- g. to assist the PPP Unit in coordination and communication with other stakeholders;
- h. to provide input on PPP policy development and infrastructure financing strategy;
- i. to coordinate other consultants and provide inputs to them in provision of technical assistance to the PPP Unit.

The detailed work plan will be developed by consultant and approved by PPP Unit on semi-annually basis and reviewed on a quarterly basis.

IV. Expected Period of Assignment

The Senior Infrastructure Consultant shall perform the services on a time based basis with minimum requirement of 2 days attendance each week.

The duration for these services is one year commencing in September 2016 through August 2017 with the inputs totaling 160 person days in a year.

V. Required Qualifications and Experience

The Senior Infrastructure Consultant is a national position with following qualifications:

- a. Preferably a post graduate qualification in economics/finance or Business Administration with strong technical background
- b. Knowledge in infrastructure provision and development particularly through PPP scheme
- c. Minimum 10 years of PPP related experience with direct experience in the development of PPP policy, PPP regulation, and PPP project transaction
- d. Familiarity with the PPP Unit or other PPP institutions procedures, business process and manuals
- e. Well connected to the Indonesian PPP communities such as the government agencies (KPPIP/MoF/Bappenas/CMEA), the SOEs (PT. SMI & IIGF), donor agencies (World Bank, ADB and bilaterals), the GCAs and private sector.
- f. Sound English language capability (written and spoken), with emphasis on report writing and presentation skills.
- g. Proven ability to work independently with limited supervision and to operate effectively in a team environment.

VI. Outputs and Reporting

The Consultant will report to the Director of PPP Unit on a regular basis indicating the consultant's working plan as mentioned in section III (Scope of Work). Two main types of reports are required:

1. Technical Reports that outline the technical substance of the consultant's activities and outputs:

The consultant will produce reports analyzing the findings, conclusions and recommendations of its technical work in the form of reports, papers, slide presentations, etc. as agreed with the project, such as, but not limited to the following:

- a. operationalization of PPP unit according to the business process;
- b. implementation of the PPP Unit business plan;
- c. strategy on PPP awareness campaign and stakeholders' engagement;
- d. PPP program development and implementation strategy;

For major activities, reports should be issued as drafts and finalized upon approval from the client. All the technical reports should be submitted no later than a month before the end of the contract.

2. Progress Reports documenting the consultant's work program and progress towards its achievement. The progress reports will be made on quarterly basis and should be submitted no later than the end of the quarter period. The quarter period is counted from the contract signing date. One copy of The Quarterly Progress Report will be used as supporting document for processing the invoice.

The consultant will report and be responsible to the Director of PPP Unit. Bi-weekly meeting will be arrange to monitor the progress of the consultant.

VII. Performance Measurement

1. Consultant's performance will be measured according to completion of task set out in the work plan approved by PPP Unit.
2. Payment will be made based on the consultant's performance on daily rate as specified on contract.
3. The consultant daily rate is excluded from of travel expenses, accommodation, per diem, etc. for works performed outside the hiring base.

VIII. Support to be Provided by GOI and other Consultants

1. GOI, through the IIFD Project, will support and assist the successful conduct of the services, interalia by:
 - Ensuring access to relevant reports and other documents as appropriate;
 - Making available other needed data and information,
 - Facilitating meetings, as needed, with GOI agencies, state-owned enterprises, and other organizations as appropriate.
2. Supporting staffs and facilities such as office space, office equipment (including all computers, printers, and other necessary hardware with appropriate software), communications, consumables, travel expenses, accommodation, per diem etc., and other office support required including the production of reports and documents.

IX. Consultant's Eligibility to Participate in Downstream Activities

The provision of these services shall be governed by the 'Conflict of Interest' provisions set out in para 4.12 the World Bank's Guidelines for the Section and Employment of Consultants. For this purpose, the following interpretations shall apply:

- Consultants engaged to prepare terms of reference for packages of sector and issue specific consulting services shall not be eligible to participate in the provision of those services (where a consultant is hired through a firm, this restriction shall apply also to the firm). However, consultants will be eligible to participate in the provision of other packages of services to be financed under the Project, including those of a general advisory character where selection of

consultants will be made predominantly on the basis of individuals' expertise and relevant sector and country experience.

- Consultants engaged to assist with the setting up of the PMU and the design of the Project financial management, procurement and administrative systems and procedures will be eligible to provide downstream assistance to the PMU, and appropriate provision for this will be made in the contracts for such services.