Terms of reference (ToRs) for the procurement of services below the EU threshold

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Consultancy on Capacity Development to support the Financing of the Acceleration for Clean Energy Development and Industry Decarbonization	Project number/ cost centre: 18.9078.9-003.00

0. List of abbreviations 2

1. Context 3

2. Tasks to be performed by the contractor 3

3. Concept 5
   Technical-methodological concept 5
   Project management of the contractor (1.6) 6
   Further requirements (1.7) 6

4. Personnel concept 6
   Team leader (2.1) 6
   Expert 1 - Policy and Legal Expert (2.2) 7
   Expert 2 - Sustainable Energy Finance Expert (2.3) 8
   Expert 3 - Trainer on Sustainable Energy Finance (2.4) 9
   Expert 4 - Support Trainer on Sustainable Energy Finance (2.5) 9

5. Costing requirements 10

6. Inputs of GIZ or other actors 11

7. Requirements on the format of the tender 11

0. List of abbreviations

AG	Commissioning party
AN	Contractor
AVB	General Terms and Conditions of Contract for supplying services and work
Bappenas	Ministry of National Development Planning
CASE	Clean, Affordable and Secure Energy for Southeast Asia Programme
DC	Development Cooperation
FIs	Financial Institutions
FK	Expert
FKT	Expert days
KZFK	Short-term expert
OJK	Otoritas Jasa Keuangan
PT.PLN	PT.Perusahaan Listrik Negara
MEMR	Ministry of Energy and Mineral Resources
MoF	Ministry of Finance
SDGs	Sustainable Development Goals
ToRs	Terms of reference

1. Context

GIZ is currently implementing Clean, Affordable and Secure Energy for Southeast Asia (CASE) project, funded by the German Federal Ministry for Economic Affair and Climate Action (BMWK).

The program aims to drive change in the power sector in Southeast Asia (SEA) towards increased ambitions about climate change. It focuses on the four main SEA countries Thailand, Indonesia, Philippines, and Vietnam and includes both national and regional activities.

Anchored in Indonesia with the political partner "Ministry of National Development Planning" (Bappenas) at the Directorate of Electricity, Telecommunications and Informatics (KTI), and implemented by GIZ Indonesia and Institute for Essential Services Reform (IESR) with further support from international partners Agora Energiewende and New Climate Institute, CASE will propose evidence-based solutions to the challenges met by decision-makers in the design and implementation of the energy system of the future and build societal support around those solutions. However, CASE Indonesia also has a close coordination with the other CASE countries in SEA (Thailand, Philippines, and Vietnam).

The outcome of the CASE program is to shift substantially narrative of the direction of the energy sector in SEA towards an evidence-based energy transition (ET), aiming to increase political ambition to comply with the Paris Agreement through the following outputs:

- **Output I**: Research and Evidence: The evidence base for an energy transition in Southeast Asia is improved.
- **Output II**: Transparency and Mapping: Transparency and coordination of activities related to energy transition is strengthened to maximize synergies.
- **Output III**: Dialogue (non-energy sector): The dialogue on energy transition within government (and public) bodies is improved.
- **Output IV**: Technical Assistance (energy sector): Capacities of key energy sector stakeholders on energy transition are strengthened.
- **Output V**: Promoting public discourse: A public discourse on energy transition is established

The consultancy team is expected to support CASE activity implementation as above mentioned, especially Output I: Research and Evidence, Output III: Dialogue (non-energy sector), and Output IV: Technical Assistance (Energy Sector). The consultant is expected to conduct research and develop evidences particularly in the context of providing policy inputs related to ET finance including financing schemes, fiscal support, de-risking instruments, and market instruments in line with the development of Indonesia's Long-Term National Development Plans (RPJMN). Furthermore, in order to optimise implementation of ET initiatives in line with the RPJMN, the consultancy team is also expected to strengthen cross-institutional coordination and synergies in implementation of ET-related initiatives along with its financial modalities by key ministries and stakeholders (including the private sector) mainly through capacity development measures on various aspects of sustainable energy finance.

2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

1. Conduct a study supporting Bappenas on a standardized national system to map, screen, and bridge foreign loans for energy transition with clean energy initiatives and consider the financial risk management aspect of ET.

2. Identification of the current development of financing schemes, fiscal supports, and de-risking instruments for the acceleration of clean energy deployment in the electricity and/or industry sector.
3. Identification and gap analysis of market instruments tailored for clean energy acceleration in the electricity and/or the industry sector.
4. Develop Brief Recommendations, Insights, Frameworks, regarding ET Finance for Bappenas, MEMR, MoF, and PT PLN.
5. Develop collaboration with the Ministry of Finance (DJPPR) as well as Ministry of Finance Special Mission Vehicle (PT SMI, PT PII) to deliver relevant approach related to the acceleration of energy transition finance.
6. Preparing Capacity Development content and materials, related to the Sustainable Energy Finance Topics that will be delivered through dialogues, seminars and/or trainings. Issues covered include, but not limited to:
    - Potential sources of finance;
    - Fiscal supports for renewable energy projects in Indonesia;
    - de-risking instruments for clean energy projects in Indonesia;
    - Blended and innovative finance for clean energy deployment;
    - Public-private partnership;
    - Non-fiscal supports for clean energy projects in Indonesia;
    - Regulatory aspects related to procurement, power purchase agreements, and tariffs;
    - carbon monetization mechanism;
    - Regional cooperation.
7. Provide technical support to potential Financiers, Investors, and Private Sectors in developing Sustainable Energy Finance Tools, Instruments, or Projects.
8. Provide technical recommendations and support in line with the CASE Indonesia priorities as well as new Ideas related to Sustainable Energy Finance Topic.
9. Co-leading and moderating dissemination events (if needed) to effectively communicate project findings or key information to stakeholders and the target audience.

- Final Report. Develop a report that includes relevant information, learning paper, recommendation, event reports, and other pertinent documentation
- The contractor is responsible for selecting, preparing, training and steering the international and national, short and long-term experts assigned to perform the advisory tasks.
- The contractor provides equipment and supplies (consumables) and assumes the associated operating and administrative costs.
- The contractor manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.
  The contractor reports regularly to GIZ in accordance with the current AVB of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

Certain milestones, as laid out in the table below, are to be achieved during the contract term:

Milestones/process steps/partial services	**Deadline/place/person responsible**	**Criteria for acceptance**
Recommendations and analysis results on fiscal financial instruments' support for acceleration of energy transition in the power sector and/or industry sector	May 2024	

Report on gap analysis and recommendations on market instruments for acceleration of energy transtion in the power sector and/or industry sector	June 2024	1st interim report (30%)
study supporting Bappenas on a standardized national system to map, screen, and bridge foreign loans for energy transition with clean energy initiatives and consider the financial risk management aspect of ET	July 2024	
Produce recommendations, insights, and frameworks regarding energy transition finance for Bappenas, MEMR, MoF, and PT PLN.	July 2024	
Capacity development materials and deliveries covering various topics of sustainable energy finance.	August 2024	
Established collaborations with relevant ministries and agencies to implement relevant approaches related to accelerating energy transition finance.	September 2024	2nd interim report (30%)
Technical support to financiers, investors, and private sector entities on sustainable energy financing.	October 2024	
Technical recommendations in line with CASE Indonesia priorities and new ideas on sustainable energy financing.	December 2024	
Final Draft of the report written in a Word document.	January 2025	Final Report (40%)

Period of assignment: from March 2024 until 31 January 2025.

3. Concept

In the tender, the tenderer is required to show *how* the objectives defined in Chapter 2 (Tasks to be performed) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the tenderer must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The tenderer is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1 Context) (1.1.1). Following this, the tenderer presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (see Chapter 2 Tasks to be performed) (1.1.2).

The tenderer is required to present the actors relevant for the services for which it is responsible and describe the **cooperation (1.2)** with them.

The tenderer is required to present and explain its approach to **steering** the measures with the project partners (1.3.1) and its contribution to the **results-based monitoring system** (1.3.2).

The tenderer is required to describe the key **processes** for the services for which it is responsible and create an **operational plan** or schedule (1.4.1) that describes how the services according to Chapter 2 (Tasks to be performed by the contractor) are to be provided. In particular, the tenderer is required to describe the necessary work steps and, if applicable, take account of the milestones and **contributions** of other actors (partner contributions) in accordance with Chapter 2 (Tasks to be performed) (1.4.2).

The tenderer is required to describe its contribution to knowledge management for the partner (1.5.1) and GIZ and to promote scaling-up effects (1.5.2) under **learning and innovation**.

Project management of the contractor (1.6)

The tenderer is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates (duration and expert months) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule.

Further requirements (1.7)

The tenderer (Team Leader at the minimum) that passed a minimum technical score of 500 are to be invited to an interview session with GIZ as part of the tendering process. The tenderers will present their interpretation of the objectives in the ToR and proposed qualifications of the tenderers' team members.

4. Personnel concept

The tenderer is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

The candidate qualifications:

- Consulting firms, institutions or organisations located in Indonesia possessing at least 5 years of proven expertise in fields related to sustainable energy finance including traditional and also non-traditional instruments (fiscal and market-based) as well as the financial aspects of clean energy technology implementation and its relevant policy frameworks.
- Experience working with Indonesian governments, development partners, private sector stakeholders, and research institutions.
- Excellent verbal and written command of the English language is a prerequisite.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

Team leader (2.1)

<u>Tasks of the team leader</u>

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project

- Personnel management, in particular identifying the need for short-term assignments within the available budget, as well as planning and steering assignments and supporting local and international short-term experts
- Regular reporting in accordance with deadlines

Qualifications of the team leader

- Education/training (2.1.1): university degree ('Diplom'/Master) in energy management, renewable energy, energy efficiency, climate change, SDGS, or related fields.
- Language (2.1.2): A1-level language proficiency in English
- General professional experience (2.1.3): More than 5 years of professional experience supporting the technical aspect in the development of fiscal supports to increase the scale of private finance participation in public infrastructure financing relevant to the energy sector.
- Specific professional experience (2.1.4): More than 5 years in supporting the development, evaluation, review, and/or improvements of fiscal instruments relevant with the energy sector in general including renewable energy; Experience in liasing and conducting training for government stakeholders, local banks/financial institutions related to sustainable finance products development and promotion. Experiences and good working relations with Line/Ministries in Indonesia that includes, but is not limited to, Bappenas, MoF, OJK, PT PLN, MoEMR, as well as development partners, financial institutions, and research institutions.
- Leadership/management experience (2.1.5): 2 years of management/leadership experience as project team leader or manager in a company.
- Regional experience (2.1.6): N/A
- Development cooperation (DC) experience (2.1.7): N/A
- Other experience (2.1.8): familiarity with policy, regulatory, technical, economic, and financial aspects of the Indonesian power sector with 5 years direct experiences related to supporting key public and private stakeholders in addressing bottlenecks of the energy transition.

Expert 1 - Policy and Legal Expert (2.2)

Tasks of Policy and Legal Expert

- Undertake analysis and produce recommendations, insights on policy and legal frameworks related to energy transition finance relevant to Bappenas, MEMR, MoF, and PT. PLN.
- Formulate capacity development materials and covering various topics related to sustainable energy finance including aspects related to legal and institutional frameworks as well as policies.
- Provide technical support to government stakeholders, financiers, investors, and private sector entities related to the legal aspect of sustainable energy financing.

Qualifications of Policy and Legal Expert

- Education/training (2.2.1): university degree ('Diplom'/Master) in energy finance, energy economics, environmental economics, renewable energy, energy efficiency, climate change, fields related to fiscal budget policies and legal frameworks, SDGS, or related fields
- Language (2.2.2): A1 -level language proficiency in English
- General professional experience (2.2.3): More than 2 years of professional experience related to the development of fiscal supports and innovative schemes to increase the

scale of private finance participation in public infrastructure financing relevant to the energy sector.

- Specific professional experience (2.2.4): More than 2 years in supporting the development, evaluation, review, and/or improvements of legal frameworks related to power sector finance in Indonesia including renewable energy, energy management, and the financing thereof. Experience in liasing and conducting training for government stakeholders, local banks/financial institutions related to public and private financing instruments as well as sustainable finance products development and promotion. Experiences and good working relations with Line/Ministries in Indonesia that includes, but is not limited to, Bappenas, MoF, OJK, PT PLN, MEMR, as well as development partners, financial institutions, and research institutions.
- Leadership/management experience: (2.2.5): N/A.
- Regional experience (2.2.6): N/A
- Development Cooperation (DC) experience (2.2.7): N/A.
- Other experience (2.2.8): familiarity and 2 years of direct experiences related to policy and regulatory development, specifically policies and regulatory frameworks supporting key financial instruments imperative to Indonesia's energy transition including the optimisation of fiscal support towards the power sector and its role in the energy transition.

Expert 2 - Sustainable Energy Finance Expert (2.3)

Tasks of Sustainable Energy Finance Expert

- Undertake analysis and provide recommendations related to the development of a monitoring system for foreign loans under Bappenas relevant with energy transition in Indonesia.
- Undertake analysis and provide recommendation on the optimisation of energy subsidies in Indonesia and the role of market instruments for acceleration of energy transition in the power sector and/or industry sector.
- Establish collaborations with relevant ministries and agencies, and provide technical support implementing relevant approaches related to the acceleration of energy transition finance.
- Support the development of capacity development materials and deliveries covering various topics of sustainable energy finance.
- Provide technical support to financial institutions, private sector entities on sustainable energy financing.
- Provide technical recommendations in line with CASE Indonesia priorities and new ideas on sustainable energy financing.

Qualifications of Sustainable Energy Finance

Education/training (2.3.1): university degree ('Diplom'/Master) in energy finance, energy economics, environmental economics, energy management, renewable energy, energy efficiency, climate change mitigation, SDGS, or related fields

- Language (2.3.2): A1 -level language proficiency in English
- General professional experience (2.3.3): More than 3 years of professional experience related to energy management and renewable energy, including technical and financing aspects RE and energy management.
- Specific professional experience (2.3.4): More than 2 years in supporting the development, evaluation, review, and/or improvements of technical aspects related to the private and/or public power sector financing in Indonesia. Experience in liasing and conducting training for government stakeholders, local banks/financial institutions related to public and private financing instruments as well as sustainable finance products

development and promotion. Experiences and good working relations with Line/Ministries in Indonesia that includes, but is not limited to, Bappenas, MoF, OJK, PT PLN, MEMR, as well as development partners, financial institutions, and research institutions.

- Leadership/management experience (2.3.5): N/A
- Regional experience (2.3.6): N/A.
- Development Cooperation (DC) experience (2.3.7): N/A.
- Other experience (2.3.8): familiarity and 3 years of direct experiences related to enabling and implementing sustainable finance instruments and de-risking instruments in clean energy initiatives in the public and private sector.

Expert 3 - Trainer on Sustainable Energy Finance (2.4)

Tasks of Trainer on Sustainable Energy Finance

- Capacity development materials and deliveries covering various topics of sustainable energy finance.
- Technical support to regulators, policymakers, financiers, investors, and private sector entities on sustainable energy financing.
- Provide technical recommendations in line with CASE Indonesia priorities and new ideas on sustainable energy financing.
- Established collaborations with relevant ministries and agencies to implement relevant approaches related to accelerating energy transition finance.

Qualifications of Trainer on Sustainable Energy Finance

- Education/training (2.4.1): university degree (Diplom'/Master) in energy finance, energy economics, environmental economics, energy management, renewable energy, energy efficiency, climate change mitigation, SDGS, or related fields.
- Language (2.4.2): A1 -level language proficiency in English.
- General professional experience (2.4.3): More than 3 years of professional experience in conducting training for government stakeholders related to energy and renewable energy, as well as local banks/FIs concerning sustainable finance product development and promotion.
- Specific professional experience (2.4.4): More than 2 years of experience related to energy management and renewable energy, including in conducting training for government stakeholders related to energy and renewable energy, as well as local banks/ FIs concerning sustainable finance product development and promotion. Experiences and good working relations with Line/Ministries in Indonesia that includes, but is not limited to, Bappenas, MoF, OJK, PT PLN, MEMR, as well as development partners, financial institutions, and research institutions.
- Leadership/management experience (2.4.5): N/A
- Regional experience (2.4.6): N/A
- Development Cooperation (DC) experience (2.4.7): N/A
- Other experience (2.4.8): familiarity on ESG and sustainability standards relevant with financial institutions as well as how sustainable finance instruments and schemes can benefit public and private sector stakeholders relevant with Indonesia's energy transition.

Expert 4 - Support Trainer on Sustainable Energy Finance (2.5)

Tasks of Support Trainer on Sustainable Energy Finance

- Support the development of capacity development materials and support its deliveries covering various topics of sustainable energy finance (e.g., sustainable finance instruments, mechanisms, procedures).

- Support the implementation of technical support to financiers, investors, and private sector entities on sustainable energy financing.
- Provide technical recommendations in line with CASE Indonesia priorities and new ideas on sustainable energy financing.
- Established collaborations with relevant ministries, agencies, private sector stakeholders to implement relevant approaches related to accelerating energy transition finance.

Qualifications of Support Trainer on Sustainable Energy Finance

- Education/training (2.5.1): university degree ('Diplom'/Master) in energy finance, energy economics, environmental economics, energy management, renewable energy, energy efficiency, climate change mitigation, SDGS, or related fields.
- Language (2.5.2): A1 -level language proficiency in English.
- General professional experience (2.5.3): More than 2 years of professional experience in conducting training for government stakeholders related to energy and renewable energy, as well as local banks/FIs concerning sustainable finance product development and promotion.
- Specific professional experience (2.5.4): More than 2 years of experience related to energy management and renewable energy, including in conducting training for government stakeholders related to energy and renewable energy, as well as local banks/FIs concerning sustainable finance product development and promotion. Experiences and good working relations with Line/Ministries in Indonesia that includes, but is not limited to, Bappenas, MoF, OJK, PT PLN, MEMR, as well as development partners, financial institutions, and research institutions.
- Leadership/management experience (2.5.5): N/A
- Regional experience (2.5.6): N/A.
- Development Cooperation (DC) experience (2.5.7): N/A
- Other experience (2.5.8): familiarity on how sustainable finance instruments and schemes can benefit public and private sector stakeholders relevant with Indonesia's energy transition.

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills
- Socio-cultural skills
- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

5. Costing requirements

contracts for works.

The following basic calculations for the contract for works are a reference value based on the acceptance criteria for each partial work/milestone specified in Chapter 2 (Tasks to be performed by the contractor).

Since the contract to be concluded is a contract for works, we would ask you to offer your services at a lump sum price. Therefore, please divide the lump sum price into the milestones described below. The price per milestone must contain all relevant costs (fee, travel expenses etc.).

In addition, the assessment of the financial bid is also based on the underlying daily rate. Please also provide the underlying daily rate. A breakdown of days is not required.

Milestones/partial works	Estimated expert days for orientation	Deadline/place/person responsible
Developed study on fiscal financial instruments' support for acceleration of energy transition in the power sector and/or industry sector	21	May
Loan management framework recommended to Bappenas.	21	July
Delivered technical support to private sector entities on sustainable energy financing.	15	October
Delivered technical support to financiers and investors, on sustainable energy financing.	12	September
Delivered other technical recommendation related to the optimisation of sustainable energy financing for clean energy (e.g., on revolving funds, regional fiscal capacity supporting ET, etc.).	21	December 2024 - January 2025

6. Inputs of GIZ or other actors

GIZ and/or other actors are expected to make the following available:

- Workstations on GIZ premises: N/A
- Transportation on site with own project vehicle
- Logistics for workshops: N/A

7. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToRs. In particular, the detailed structure of the concept (Chapter 3) should be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). The tender must be legible (font size 11 or larger) and clearly formulated. It must be drawn up in English (language).

The complete tender must not exceed 10 pages (excluding CVs). If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered.

The CVs of the personnel proposed in accordance with Chapter 4 of the ToRs. The CVs shall not exceed 4 pages each. They must clearly show the position and job the proposed

person held in the reference project and for how long. The CVs can also be submitted in english (language).

As the contract to be concluded is a contract for works, please offer a fixed lump sum price that covers all relevant costs (fees, travel expenses etc.). The price bid will be evaluated on the basis of the specified lump sum price. In addition, please also provide the underlying daily rate. A breakdown of days is not required.