

**REQUEST FOR EXPRESSIONS OF INTEREST**  
(INDIVIDUAL CONSULTANT)

**The Government of Indonesia**

Global Environment Facility Indonesia Sustainable Cities Impact Project

Grant No.: TF-B8114

Assignment Title: **Transportation Specialist**

(National Consultant)

Reference No.: ID-TRANSPORT-BAPPENAS-459407-CS-INDV

The Government of Indonesia, through the Ministry of National Development Planning/National Development Planning Agency (Bappenas), has received grant funding from the Global Environment Facility (GEF) Sustainable Cities Impact Project (SCIP) through the World Bank. Part of this funding is allocated for individual consultant services.

The individual consultant will be engaged under an output-based contract and will be responsible for:

1. The development of Terms of Reference (ToR) for consulting firm service who will be hired to develop a Sustainable Urban Mobility Plan for Balikpapan;
2. Stakeholder consultation through discussions about the scope of work, data needs, analysis methods to be implemented, and data sources for planning development in the transportation sector;
3. Timely submission and high quality of all deliverables of individual consultant service.

In addition, the individual consultant service may be required to execute following activities including but not limited to the following:

1. Data Compilation and Analysis

The consultant will leading to collect and analyze existing data relevant to urban mobility in Balikpapan. This includes reviewing prior studies, transportation data, and reports that highlight issues such as congestion, the availability of public transport, and private vehicle usage. The analysis will provide critical input for drafting the ToR, focusing on identifying the key challenges and opportunities in the city's mobility system.

2. Facilitation of Stakeholder Consultations

The consultant will lead Focus Group Discussions (FGDs) as necessary to gather insights and information from key stakeholders. These discussions will include government officials, transport operators, and community representatives. The consultant can also conduct other discussions with relevant stakeholders, both internal and external to the GEF-SCIP project, focusing on the technical requirements for the ToR development. The goal is to obtain lessons learned and relevant data to inform the development of the ToR, ensuring it reflects the real-world needs and priorities for Balikpapan's sustainable urban mobility.

3. Coordination of GEF-SCIP Activities Under Component 2

The consultant will lead the coordination of GEF-SCIP activities related to developing the Sustainable Urban Mobility Plan, ensuring alignment with Component 2 objectives. The consultant will also identify any overlaps or synergies with other components of the GEF-SCIP project and make recommendations to improve the integration and efficiency of activities, particularly in preparing sub-projects within priority corridors identified in Component 1.

4. Collaboration with Technical Specialists on ESF Compliance

The consultant will collaborate with technical specialists from the Project Management Unit (PMU) or Project Management Support (PMS) team to ensure that the World Bank's Environmental and Social Framework (ESF) is properly integrated into the ToR. This will ensure that all environmental and social risks are considered in the ToR for the Sustainable Urban Mobility Plan.

The individual consultant services are expected to start in November 2024 and perform the service for 2 months.

The detailed Terms of Reference (TOR) for the assignment can be found in the attachment.

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

#### REQUIRED SKILLS AND EXPERIENCE

##### 1. Essential Qualification

- a. Minimum requirement of a master’s degree in transportation system or transportation engineering, or related field.
- b. A minimum of 15 years of work experience in the urban transportation sector is required.
- c. Has experience in a minimum of one (1) Sustainable Urban Mobility Plan project as minimum Deputy Team Leader or Sustainable Transport Specialist or Transport Planner or Transport Modeler (proven by CV and supporting document(s) such as contracts, acknowledgment letter, or other related documents).
- d. Proficient in performing quantitative and qualitative data analysis for transport demand analysis, Assessing the Mobility Situation, sustainable urban mobility, evaluate employment accessibility, and demonstrating strong communication and writing skills in professional English (proven by policy papers/books/studies/journals/research/essay/report/ToR sample in English).

##### 2. Desirable Qualification

- a. Experience working on international development agency operations such as World Bank/Asian Development Bank/USAID/GIZ/GCF/KIAT, etc.
- b. Involvement in projects with connection to the international networks, or other related private sectors.

The selected individual consultant **will be based in the Jakarta (Indonesia)** office.

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 dated November 2020 (“the Regulations”), setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the **Individual Consultant Selection** 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).

Interested applicants must submit the **comprehensive curriculum vitae** of the individual consultant before **November 7, 2024 at 16.00 GMT+7** to the following address:

**Pejabat Pengadaan Barang/Jasa PPN IX**

**Kementerian PPN/Bappenas**

**Jl. Taman Suropati No.2 Menteng Jakarta Pusat 10310 Indonesia**

**Email: [sekretariatppkppnix@gmail.com](mailto:sekretariatppkppnix@gmail.com) and [r.bonny@bappenas.go.id](mailto:r.bonny@bappenas.go.id)**

Jakarta, 05 November 2024

**Republic of Indonesia**  
**Ministry of National Development Planning/BAPPENAS** Terms of Reference  
**Individual Consultant**

|                      |   |
|----------------------|---|
| Title                | <i>Global Environment Facility Indonesia – Sustainable Cities Impact Project (GEF-SCIP) – Individual Consultant – Transportation Specialist (National Consultant)</i> |
| Location             | DKI Jakarta, Indonesia  |
| Duration             | 2 (two) months  |
| Tentative Start Date | 1 November 2024   |

## **A. BACKGROUND**

A holistic, integrative, thematic, and spatial planning strategy is required to assist in the achievement of the national development goals outlined in the draft RPJMN 2025-2029, particularly in the area of urban transportation. Urban transportation concerns provide complicated challenges, particularly in terms of congestion. Jakarta, Surabaya, and Bandung are among Asia's most congested cities. Jakarta is currently the second most congested city in Southeast Asia (Tomtom Traffic Index, 2023). Traffic congestion imposes substantial economic costs on Indonesia, with Jakarta incurring losses of IDR 65 trillion annually. Five other major metropolitan areas—Bandung, Surabaya, Medan, Semarang, and Makassar—collectively experience losses of IDR 12 trillion per year. This chronic congestion is primarily attributed to high rates of private vehicle ownership (488 per 1,000 residents in 2017) and the underdeveloped state of public transportation infrastructure. Indonesia's mass rapid transit (MRT) network is significantly smaller compared to its Asian counterparts, with Jakarta's 15-kilometer line contrasting sharply with the extensive systems in cities like Tokyo, Singapore, Hong Kong, Kuala Lumpur, and Bangkok. As a result, public transportation mode share in Indonesian cities remains notably low, while cities in other parts of Asia boast significantly higher rates.

The development of Indonesia's mass public transportation system is hindered by a number of challenges. While primarily the responsibility of regional governments under Law No. 23/2014, these entities face financial and institutional constraints, particularly in managing transportation across administrative boundaries. In response, the National Development Planning Agency (Bappenas) is developing a policy framework to support regional governments in building robust public transportation systems. This framework outlines criteria for central government assistance, including the creation of comprehensive urban mobility plans and metropolitan transportation authorities to facilitate cross-regional coordination. These plans will incorporate detailed analyses of transportation demand, network infrastructure, technology options, financial requirements, and implementation strategies.

Balikpapan has been identified as one of priority cities for the development of urban mass public transportation in the draft RPJMN 2025-2029. Currently, the city's population of approximately 700,000 residents relies heavily on individual motorized vehicles, particularly motorcycles, for transportation. This overreliance has detrimental effects on the environment, public health, and the economy. Given Balikpapan's status as a buffer zone for the National Capital Region, it is imperative to develop a long-term sustainable mobility strategy that prioritizes the enhancement of the city's public transportation system. Establishing an integrated and sustainable urban transportation network is a complex endeavor requiring substantial input from public and private stakeholders.

Funded through a grant from the Global Environment Facility (GEF), the Indonesia Sustainable Cities Impact Project (SCIP)<sup>1</sup> aims to promote the integration between national development visions,

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<sup>1</sup> Project Appraisal Document of the GEF SCIP (<https://projects.worldbank.org/en/projects-operations/document-detail/P173446?type=projects>)

area-based and corridor-based spatial planning, and capital investment frameworks that are expected to increase the capacity of cities in Indonesia to carry out biodiversity-based and climate-smart management design, as well as to develop nature-based infrastructure in related sub-sectors, including sustainable transportation development.

The GEF-SCIP consists of five main components: 1) integrated spatial planning and urban management; 2) catalyzing integrated investment in priority areas; 3) piloting innovative financing approaches and instruments; 4) policy dialogue and knowledge management and 5) project management. GEF-SCIP has five pilot cities, namely Palembang, Jakarta, Semarang, Balikpapan, and Bitung. These cities represent different typologies of urban areas in Indonesia and have potential for delivering significant biodiversity and GHG emission reduction outcomes through integrated planning and investment across five prioritized thematic areas of waste and wastewater management, integrated water supply and stormwater management, energy efficiency and renewable energy, sustainable transportation, urban biodiversity, and sustainable landscape.

The Directorate of Transportation Bappenas serves as the Project Implementing Units (PIU) for the Sustainable Transportation Sector. The Directorate of Transportation will conduct a study of Sustainable Urban Mobility Plan (SUMP) for Balikpapan City, contributing to the achievement of Project Development Objective (PDO) indicator of *number of subprojects prepared that integrate biodiversity and/or climate-smart management approaches* under Component 2 of the Project. This study focuses on five phases, which include: (a) Assembling resources, determining the planning framework, and setting up working structures; (b) Definition of a long-term vision; (c) Assessment of the current situation (Baseline Analysis); (d) Strategy development; and (e) Action Plans. To support the implementation of these activities, the Directorate of Transportation is seeking an Individual Consultant – Transportation Specialist to lead the development of Sustainable Urban Mobility Plan for Balikpapan ToR, providing technical input including detailing the scope of work to ensure the World Bank's Environmental and Social Framework (ESF) and alignment with budget allocated for the ToR.

## **B. SCOPE OF WORK**

The Individual Consultant – Transportation Specialist will be placed in the Directorate of Transportation to provide support in drafting terms of reference (ToR) for consulting service for the development of Sustainable Urban Mobility Plan in Balikpapan. The Transportation Specialist is expected to perform the following main tasks:

1. Leading the development and drafting of Terms of Reference (ToR) for the recruitment of consulting firm service who will develop and produce Sustainable Urban Mobility Plan (SUMP) for Balikpapan;
2. Provide technical expertise and knowledge to all elements of the ToR for the development of SUMP, ensuring the detail of assignment and output specifications are technically sound and aligned with the overall objective of GEF Indonesia SCIP in integrating biodiversity and contributing to Global Environmental Benefits (GEBs) and GHG emission reduction outcomes.
3. Ensure input from relevant stakeholders are captured in the drafting of ToR, particularly in sections related to the scope of work, data needs sources, analysis and methods for planning development in the transportation sector;
4. Timely submission and high quality of all deliverables of individual consultant service.

In addition, Individual Consultant – Transportation Specialist may be required to perform the following supporting tasks, including but not limited to:

1. Data Compilation and Analysis

The consultant will lead data collection and analysis relevant to urban mobility in Balikpapan. This includes reviewing prior studies, transportation data, and reports that highlight issues such as congestion, the availability of public transport, and private vehicle usage. The analysis will

provide critical input for drafting the ToR, focusing on identifying the key challenges and opportunities in the city's mobility system.

2. Facilitation of Stakeholder Consultations

The consultant will lead Focus Group Discussions (FGDs) as necessary to gather insights and information from key stakeholders. These discussions will include government officials, transport operators, and community representatives. The consultant can also conduct other discussions with relevant stakeholders, both internal and external to the GEF-SCIP project, focusing on the technical requirements for the ToR development. The goal is to obtain lessons learned and relevant data to inform the development of the ToR, ensuring it reflects the real-world needs and priorities for Balikpapan's sustainable urban mobility.

3. Coordination of GEF-SCIP Activities Under Component 2

The consultant will ensure coordination of GEF-SCIP activities that are relevant to the development of SUMP, ensuring alignment with Component 2 objectives and identification of overlaps and synergies with other components of GEF-SCIP as well as recommendations to improve the integration and efficiency of activities.

4. Collaboration with Technical Specialists on ESF Compliance

The consultant will collaborate with technical specialists from the Project Management Unit (PMU) or Project Management Support (PMS) team to ensure that the World Bank's Environmental and Social Framework (ESF) is properly integrated into the ToR for SUMP. The incoming Transportation Specialist will be responsible for reporting the necessary documents as mentioned in the deliverables.

### **C. REQUIRED SKILLS AND EXPERIENCE**

1. Essential Qualification

- a. Minimum requirement of a master's degree in transportation system or transportation engineering, or related field.
- b. A minimum of 15 years of work experience in the urban transportation sector is required.
- c. Has experience in a minimum of one (1) Sustainable Urban Mobility Plan project as a minimum Deputy Team Leader or Sustainable Transport Specialist or Transport Planner or Transport Modeler (proven by CV and supporting document(s) such as contracts, acknowledgment letter, or other related documents).
- d. Proficient in performing quantitative and qualitative data analysis for transport demand analysis, Assessing the Mobility Situation, sustainable urban mobility, evaluate employment accessibility, and demonstrating strong communication and writing skills in professional English (proven by policy papers/books/studies/journals/research/essay/report/ToR sample in English).

2. Desirable Qualification

- a. Experience working on international development agency operations such as World Bank/Asian Development Bank/USAID/GIZ/GCF/KIAT, etc.
- b. Involvement in projects linked to international networks or other relevant private sectors.

### **D. DELIVERABLES**

The activity is carried out for 2 (two) months from the contract signing. The consultant must prepare a detailed schedule of activities as part of the technical proposal, including any additional activities deemed necessary for the study objectives proposed by the consultant in accordance with his/her understanding of the study outputs to be produced.

The Consultant will be procured on output-based in two (2) terms that shall include all services needed to carry out the scope of services and the deliverables as follows:

| <b>Deliverables</b>  | <b>Payment</b> |
|--|----------------|
| Report of activity and data needs relevant to urban mobility issues in Balikpapan area   | 50%            |
| Final draft of the Terms of Reference (ToR) for the recruitment of consulting services for developing the Sustainable Urban Mobility Plan in Balikpapan. | 50%            |

## **E. WORKING SCHEDULE**

The Transportation Specialist can perform tasks according to the following working schedule to carry out deliverables.

| <b>Tasks</b>  | <b>Month-1</b> | <b>Month-2</b> |
|---|----------------|----------------|
| Collect and analyze existing data relevant to urban mobility in Balikpapan  |                |                |
| Lead Focus Group Discussions (FGDs) as necessary to gather insights and information from key stakeholders. These discussions will include government officials, transport operators, and community representatives                  |                |                |
| Lead the coordination of GEF-SCIP activities related to developing the Sustainable Urban Mobility Plan, ensuring alignment with Component 2 objectives  |                |                |
| Collaborate with technical specialists from the Project Management Unit (PMU) or Project Management Support (PMS) team to ensure that the World Bank's Environmental and Social Framework (ESF) is properly integrated into the ToR |                |                |

## **F. REPORTING**

All study reports (except Final Firm Consulting Services Terms of Reference (ToR)) are written using the required language provisions and good and correct Indonesian according to the General Guidelines for Indonesian Spelling (PUEBI) and the Big Indonesian Dictionary (KBBI). Final Firm Consulting Services Terms of Reference (ToR) is written using the English language. Each report and data are also submitted in softcopy including raw data, processed data, both in the form of tabular data and spatial data by paying attention to data format compatibility.

The consultant is obliged to maintain the confidentiality of data, reports, and results of this activity, namely not disseminating to other parties without the consent of the Ministry of National Development Planning/Bappenas and not using reports and data for the benefit of other parties.

| <b>Reporting</b>  | <b>Month-1</b> | <b>Month-2</b> |
|---|----------------|----------------|
| Report of activity and data needs relevant to urban mobility, spatial/urban planning and integrated urban management in Balikpapan area |                |                |
| Final Firm Consulting Services Terms of Reference (ToR) for Sustainable Urban Mobility Plan Balikpapan                                  |                |                |

**REQUEST FOR EXPRESSIONS OF INTEREST**  
(INDIVIDUAL CONSULTANT)

**The Government of Indonesia**

Global Environment Facility Indonesia Sustainable Cities Impact Project

Grant No.: TF-B8114

Assignment Title: **Environmental Specialist**

(National Consultant)

Reference No.: ID-TRANSPORT-BAPPENAS- 459409-CS-INDV

The Government of Indonesia, through the Ministry of National Development Planning/National Development Planning Agency (Bappenas), has received grant funding from the Global Environment Facility (GEF) Sustainable Cities Impact Project (SCIP) through the World Bank. Part of this funding is allocated for consulting services.

The individual consultant will be engaged under an output-based contract and will be **responsible for**:

1. The development of environmental assessment **guidelines** to be incorporated into the Terms of Reference (ToR) for consulting firm services related to the Sustainable Urban Mobility Plan in Balikpapan;
2. The assurance of **SCIP's environmental risk management** to be addressed in the environmental assessment guidelines;
3. **Stakeholder consultation** in part of ToR development process, including discussion on the ToR scope of work, data needs, analysis methods to be performed by the consulting firm, and data sources for the urban environmental aspects of the Sustainable Urban Mobility Plan;
4. Timely submission and high-quality **deliverables** of individual consultant service.

In addition, the individual consultant service may be required to **execute the following activities** including but not limited to:

1. Data Compilation and Analysis

The consultant will compile and analyze relevant documents and data to inform the development of environmental assessment guidelines. This will involve:

- a. Reviewing Previous Studies: Analyzing existing research and reports on Climate Change Adaptation, Urban Resilience, Environmental Impact Assessments, and land-use and spatial planning relevant to Balikpapan.
  - b. Assessing Current Development Plans and Policies: Evaluating general development plans, political commitments, and climate change resilience priorities at the national, provincial, and municipal levels. This will include reviewing policy frameworks, action plans, and initiatives that emphasize urban environmental resilience.
  - c. Integrating Biodiversity and Climate-Smart Management: Exploring how biodiversity protection and climate-smart management principles are incorporated into the cities' development plans and priority investments. The consultant will also assess available financing mechanisms for integrating these components into sustainable urban mobility initiatives.
2. Facilitation of Focus Group Discussions (FGD)

The consultant will organize and co-lead Focus Group Discussions (FGDs) with key stakeholders, including government officials, environmental experts, and community representatives. These FGDs will:

    - a. Gather Critical Input: Collect feedback and data on environmental challenges, urban mobility, and climate resilience to support the drafting of the environmental assessment guidelines.

- b. Provide Overview and Lessons Learned: Facilitate discussions on lessons learned from previous environmental and urban mobility projects, ensuring that these insights inform the guidelines to be incorporated in the ToR for the Sustainable Urban Mobility Plan.
  - c. Collect Specific Data: Ensure that key environmental data and stakeholder feedback are integrated into the environmental assessment guidelines, making them relevant and actionable for the SUMP in Balikpapan.
3. Coordination with Environmental and Social (E&S) Specialists
- The consultant will work closely with Environmental and Social (E&S) specialists from the Project Management Unit (PMU) or Project Management Support (PMS) team to ensure the guidelines are aligned with the World Bank's Environmental and Social Framework (ESF). Specific tasks include:
- a. Ensuring ESF Compliance: Incorporating ESF principles and requirements into the environmental assessment guidelines to ensure that all environmental and social risks are properly addressed in the ToR for the SUMP.
  - b. Providing Technical Input: Collaborating with E&S specialists to ensure that environmental management practices, risk mitigation strategies, and social considerations are clearly outlined in the guidelines.
  - c. Alignment with GEF-SCIP Objectives: Ensuring that the guidelines contribute to the broader objectives of GEF-SCIP's Component 2 by supporting the preparation of environmentally sustainable sub-projects, particularly within the priority corridors and areas identified in Component 1.

The individual consultant services are expected to start in November 2024 and perform the service for 2 months.

The detailed Terms of Reference (TOR) for the assignment can be found in the attachment.

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

#### REQUIRED SKILLS AND EXPERIENCE

1. Essential Qualification
  - a. Minimum requirement of a master's degree in environmental studies, environmental engineering, environmental science, environmental management, or relevant fields, preferably with advanced training in environmental assessment, environmental risk management, and environmental policies.
  - b. A minimum of 5 years of working experience in providing advisory on issues related to environmental risk management as practiced in Indonesia.
  - c. Has minimum of experience of 5 years of working experience in integration of biodiversity and climate-smart management in a development plan.
  - d. Has experience in a minimum of one (1) Climate Change Adaptation and Resilience Study and one (1) Urban Environmental Impact Assessment Study as an environmental specialist or as an environmental engineering, which proven by CV and supporting document(s) such as contracts, acknowledgment letter, or other related documents.
  - e. Demonstrate strong communication and writing skills in professional English (proven by policy papers/books/studies/journals/research/essay/report/ToR sample in English).
2. Desirable Qualification



- a. Experience working on international development agency operations such as the World Bank/Asian Development Bank/USAID/GIZ/KIAT, etc.
- b. Participation in projects linked to international networks or other relevant private sectors.

The selected individual consultant **will be based in the Jakarta (Indonesia)** office.

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 dated November 2020 ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the **Individual Consultant Selection** 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).

Interested applicants must submit the **comprehensive curriculum vitae** of the individual consultant before **November 7, 2024 at 16.00 GMT+7** to the following address:

**Pejabat Pengadaan Barang/Jasa PPN IX**

**Kementerian PPN/Bappenas**

**Jl. Taman Suropati No.2 Menteng Jakarta Pusat 10310 Indonesia**

**Email: [sekretariatppkppnix@gmail.com](mailto:sekretariatppkppnix@gmail.com) and [r.bonny@bappenas.go.id](mailto:r.bonny@bappenas.go.id)**

Jakarta, 05 November 2024

**Republic of Indonesia**  
**Ministry of National Development Planning/BAPPENAS** Terms of Reference  
**Individual Consultant**

|                      |  |
|----------------------|--|
| Title                | <i>Global Environment Facility Indonesia – Sustainable Cities Impact Project (GEF-SCIP) – Individual Consultant – Environmental Specialist (National Consultant)</i> |
| Location             | DKI Jakarta, Indonesia   |
| Duration             | 2 (two) months   |
| Tentative Start Date | 1 November 2024  |

## **A. BACKGROUND**

A holistic, integrative, thematic, and spatial planning strategy is required to assist in the achievement of the national development goals outlined in the draft RPJMN 2025-2029, particularly in the area of urban transportation. Urban transportation concerns provide complicated challenges, particularly in terms of congestion. Jakarta, Surabaya, and Bandung are among Asia's most congested cities. Jakarta is currently the second most congested city in Southeast Asia (Tomtom Traffic Index, 2023). Traffic congestion imposes substantial economic costs on Indonesia, with Jakarta incurring losses of IDR 65 trillion annually. Five other major metropolitan areas—Bandung, Surabaya, Medan, Semarang, and Makassar—collectively experience losses of IDR 12 trillion per year. This chronic congestion is primarily attributed to high rates of private vehicle ownership (488 per 1,000 residents in 2017) and the underdeveloped state of public transportation infrastructure. Indonesia's mass rapid transit (MRT) network is significantly smaller compared to its Asian counterparts, with Jakarta's 15-kilometer line contrasting sharply with the extensive systems in cities like Tokyo, Singapore, Hong Kong, Kuala Lumpur, and Bangkok. As a result, public transportation mode share in Indonesian cities remains notably low, while cities in other parts of Asia boast significantly higher rates.

The development of Indonesia's mass public transportation system is hindered by a number of challenges. While primarily the responsibility of regional governments under Law No. 23/2014, these entities face financial and institutional constraints, particularly in managing transportation across administrative boundaries. In response, the National Development Planning Agency (Bappenas) is developing a policy framework to support regional governments in building robust public transportation systems. This framework outlines criteria for central government assistance, including the creation of comprehensive urban mobility plans and metropolitan transportation authorities to facilitate cross-regional coordination. These plans will incorporate detailed analyses of transportation demand, network infrastructure, technology options, financial requirements, and implementation strategies.

Balikpapan has been identified as a priority city for the development of urban mass public transportation in the draft RPJMN 2025-2029. Currently, the city's population of approximately 700,000 residents relies heavily on individual motorized vehicles, particularly motorcycles, for transportation. This overreliance has detrimental effects on the environment, public health, and the economy. Given Balikpapan's status as a buffer zone for the National Capital Region, it is imperative to develop a long-term sustainable mobility strategy that prioritizes the enhancement of the city's public transportation system. Establishing an integrated and sustainable urban transportation network is a complex endeavor requiring substantial input from public and private stakeholders.

Funded through a grant from Global Environment Facility (GEF), the Indonesia Sustainable Cities Impact Project (SCIP)<sup>2</sup> aims to promote the integration between national development visions, area-

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<sup>2</sup> Project Appraisal Document of the GEF SCIP (<https://projects.worldbank.org/en/projects-operations/document-detail/P173446?type=projects>)

based and corridor-based spatial planning, and capital investment frameworks that are expected to increase the capacity of cities in Indonesia to carry out biodiversity-based and climate-smart management design, as well as to develop nature-based infrastructure in related sub-sectors, including sustainable transportation development.

The GEF-SCIP consists of five main components: i) integrated spatial planning and urban management; ii) catalyzing integrated investment in priority areas; iii) piloting innovative financing approaches and instruments; iv) policy dialogue and knowledge management and v) project management. GEF-SCIP has five pilot cities, namely Palembang, Jakarta, Semarang, Balikpapan, and Bitung. These cities represent different typologies of urban areas in Indonesia and have potential for delivering significant biodiversity and GHG emission reduction outcomes through an integrated planning and investment across five prioritized thematic areas of waste and wastewater management, integrated water supply and stormwater management, energy efficiency and renewable energy, sustainable transportation, urban biodiversity and sustainable landscape.

The Directorate of Transportation Bappenas serves as the Project Implementing Units (PIU) for the Sustainable Transportation Sector. The Directorate of Transportation will conduct a study of the Sustainable Urban Mobility Plan (SUMP) for Balikpapan City, contributing to the achievement of the Project Development Objective (PDO) indicator of *number of subprojects prepared that integrate biodiversity and/or climate-smart management approaches* under Component 2 of the Project. This study focuses on five phases, which include: (a) Assembling resources, determining the planning framework, and set up working structures; (b) Definition of a long-term vision; (c) Assessment of the current situation (Baseline Analysis); (d) Strategy development; and (e) Action Plans. To support the implementation of

these activities, the Directorate of Transportation is seeking an Individual Consultant – Environmental Specialist to support analyzing environment framework data related to sustainable transportation that relevant to spatial/urban planning and integrated urban management in Balikpapan to support SUMP TOR Preparation.

## **B. SCOPE OF WORK**

Individual Consultant – Environmental Specialist will be placed in the Directorate of Transportation to help Transportation Specialist provide support in drafting typical firm consulting service terms of reference (ToR) for Sustainable Urban Mobility Plan Balikpapan as the main tasks include:

1. The development of environmental assessment **guidelines** to be incorporated into the Terms of Reference (ToR) for consulting firm services related to the Sustainable Urban Mobility Plan in Balikpapan;
2. The assurance of **SCIP's environmental risk management** to be addressed in the environmental assessment guidelines;
3. **Stakeholder consultation** in part of ToR development process, including discussion on the ToR scope of work, data needs, analysis methods to be performed by the consulting firm, and data sources for the urban environmental aspects of the Sustainable Urban Mobility Plan;
4. Timely submission and high-quality **deliverables** of individual consultant service.

To support the main tasks, an Individual Consultant – Environmental Specialist could do the supporting tasks include but not limited to:

1. Data Compilation and Analysis

The consultant will compile and analyze relevant documents and data to inform the development of environmental assessment guidelines. This will involve:

- a. **Reviewing Previous Studies: Analyzing existing research and reports on Climate Change Adaptation, Urban Resilience, Environmental Impact Assessments, and land-use and spatial planning relevant to Balikpapan.**
  - b. **Assessing Current Development Plans and Policies: Evaluating general development plans, political commitments, and climate change resilience priorities at the national, provincial, and municipal levels. This will include reviewing policy frameworks, action plans, and initiatives that emphasize urban environmental resilience.**
  - c. **Integrating Biodiversity and Climate-Smart Management: Exploring how biodiversity protection and climate-smart management principles are incorporated into the cities' development plans and priority investments. The consultant will also assess available financing mechanisms for integrating these components into sustainable urban mobility initiatives.**
2. **Facilitation of Focus Group Discussions (FGD)**  
 The consultant will co-lead Focus Group Discussions (FGDs) with key stakeholders, including government officials, environmental experts, and community representatives. These FGDs will:
- a. **Gather Critical Input: Collect feedback and data on environmental challenges, urban mobility, and climate resilience to support the drafting of the environmental assessment guidelines.**
  - b. **Provide Overview and Lessons Learned: Facilitate discussions on lessons learned from previous environmental and urban mobility projects, ensuring that these insights inform the guidelines to be incorporated in the ToR for the Sustainable Urban Mobility Plan.**
  - c. **Collect Specific Data: Ensure that key environmental data and stakeholder feedback are integrated into the environmental assessment guidelines, making them relevant and actionable for the SUMP in Balikpapan.**
3. **Coordination with Environmental and Social (E&S) Specialists**  
 The consultant will work closely with Environmental and Social (E&S) specialists from the Project Management Unit (PMU) or Project Management Support (PMS) team to ensure the guidelines are aligned with the World Bank's Environmental and Social Framework (ESF). Specific tasks include:
- a. **Ensuring ESF Compliance: Incorporating ESF principles and requirements into the environmental assessment guidelines to ensure that all environmental and social risks are properly addressed in the ToR for the SUMP.**
  - b. **Providing Technical Input: Collaborating with E&S specialists to ensure that environmental management practices, risk mitigation strategies, and social considerations are clearly outlined in the guidelines.**
  - c. **Alignment with GEF-SCIP Objectives: Ensuring that the guidelines contribute to the broader objectives of GEF-SCIP's Component 2 by supporting the preparation of environmentally sustainable sub-projects, particularly within the priority corridors and areas identified in Component 1.**

## **C. REQUIRED SKILLS AND EXPERIENCE**

- 1. **Essential Qualification**
  - a. **Minimum requirement of a master's degree in environmental studies, environmental engineering, environmental science, environmental management, or relevant fields, preferably with advanced training in environmental assessment, environmental risk management, and environmental policies.**
  - b. **A minimum of 5 years of working experience in providing advisory on issues related to environmental risk management as practiced in Indonesia.**

- c. Has minimum of experience of 5 years of working experience in intergration of biodiversity and climate-smart management in a development plan.
  - d. Has experience in a minimum of one (1) Climate Change Adaptation and Resilience Study and (1) Urban Environmental Impact Assessment Study as an environmental specialist or as environmental engineer, of which is proven by CV and supporting documents (s) such as contracts, acknowledgement letter, or other related documents.
  - e. Demonstrate strong communication and writing skills in professional English (proven by policy papers/books/studies/journals/research/essay/report/ToR sample in English).
2. Desirable Qualification
- a. Experience working on international development agency operations such as World Bank/Asian Development Bank/USAID/GIZ/KIAT, etc.
  - b. Involvement in projects with connection to the international networks, or other related private sectors.

#### **D. DELIVERABLES**

The activity is carried out for 2 (two) months from the contract signing. The consultant must prepare a detailed schedule of activities as part of the technical proposal, including any additional activities deemed necessary for the study objectives proposed by the consultant in accordance with his/her understanding of the study outputs to be produced.

The Consultant will be procured on output-based in two (2) terms that shall include all services needed to carry out the scope of services and the deliverables as follows:

| <b>Deliverables</b>  | <b>Payment</b> |
|--|----------------|
| Report of activity and data needs that relevant to Environmental issues in Balikpapan area             | 50%            |
| Final Firm Consulting Services Terms of Reference (ToR) for Sustainable Urban Mobility Plan Balikpapan | 50%            |

#### **E. WORKING SCHEDULE**

The Environmental Specialist can perform tasks according to the following working schedule to carry out deliverables.

| <b>Tasks</b>  | <b>Month-1</b> | <b>Month-2</b> |
|---|----------------|----------------|
| Compile and analyze relevant documents and data to inform the development of environmental assessment guidelines in Balikpapan area   |                |                |
| Co-lead Focus Group Discussions (FGDs) as necessary to gain an overview and collect data for environmental assessment guideline to support drafting of ToR Sustainable Urban Mobility Plan. These discussions will include government officials, environmental experts, and community representatives |                |                |
| Coordinate with Environmental and Social (E&S) Specialists from Project Management Unit (PMU) or Project Management Support (PMS) to ensure the guidelines are aligned with the World Bank's Environmental and Social Framework (ESF) to support drafting ToR Sustainable Urban Mobility Plan         |                |                |

## E. REPORTING

All study reports (except Final Firm Consulting Services Terms of Reference (ToR)) are written using the required language provisions and good and correct Indonesian according to the General Guidelines for Indonesian Spelling (PUEBI) and the Big Indonesian Dictionary (KBBI). Final Firm Consulting Services Terms of Reference (ToR) is written using the English language. Each report and data are also submitted in softcopy including raw data, processed data, both in the form of tabular data and spatial data by paying attention to data format compatibility.

The consultant is obliged to maintain the confidentiality of data, reports, and results of this activity, namely not disseminating to other parties without the consent of the Ministry of National Development Planning/Bappenas and not using reports and data for the benefit of other parties.

| <b>Reporting</b>   | <b>Month-1</b> | <b>Month-2</b> |
|--|----------------|----------------|
| Report of activity and data needs that relevant to Environmental issues in Balikpapan area             |                |                |
| Final Firm Consulting Services Terms of Reference (ToR) for Sustainable Urban Mobility Plan Balikpapan |                |                |

**REQUEST FOR EXPRESSIONS OF INTEREST**  
(INDIVIDUAL CONSULTANT)

**The Government of Indonesia**

Global Environment Facility Indonesia Sustainable Cities Impact Project

Grant No.: TF-B8114

Assignment Title: **Junior Urban Planning Specialist**

(National Consultant)

Reference No.: ID-TRANSPORT-BAPPENAS- 459431-CS-INDV

The Government of Indonesia, through the Ministry of National Development Planning/National Development Planning Agency (Bappenas), has received grant funding from the Global Environment Facility (GEF) Sustainable Cities Impact Project (SCIP) through the World Bank. Part of this funding is allocated for consulting services.

The individual consultant will be engaged under a time-based contract and will be responsible for:

1. Support for ToR Drafting

The Junior Urban Planning Specialist will assist the Transportation and Environmental Specialists draft the ToR by collecting relevant background information and data required for the Sustainable Urban Mobility Plan. They will prepare preliminary outlines and sections of the ToR based on insights from specialists and stakeholder discussions, as well as conduct literature reviews and compile case studies to bolster the proposed rationale and methodologies within the ToR.

2. Organization of Discussions and Forum Group Discussion

The Junior Urban Planning Specialist will facilitate project discussions and Forum Group Discussion, ensuring engagement from all key stakeholders. They will identify and document data sources, collection methods, and analysis techniques essential for developing the Terms of Reference (ToR). Additionally, the planner will summarize discussion outcomes and distribute notes to all participants to ensure clarity and consensus on the next steps.

3. Conducting Spatial and Urban Management Planning Discussions

The planner will organize discussions on spatial and urban management planning, ensuring the incorporation of transportation and environmental considerations. They will identify data needs, analyze existing sources related to urban mobility, land use, and environmental factors, and collaborate with specialists to create a clear framework for the analysis methods to be implemented while documenting findings and recommendations for the ToR.

4. Facilitation of Stakeholder Engagement

The Junior Urban Planning Specialist will establish and maintain effective communication with relevant government agencies, local authorities, and stakeholders to facilitate information exchange and collaboration. They will attend meetings and workshops to represent the project team, ensuring that discussions align with project objectives and provide necessary updates on project progress to relevant stakeholders.

In addition, the individual consultant service may be required to perform supporting activities including but not limited to:

1. Data Collection and Analysis Support

The Junior Urban Planning Specialist will assist Transport and Environmental Specialists in gathering both quantitative and qualitative data related to urban planning. This will involve identifying data sources, designing data collection methodologies, and ensuring systematic organization to determine effective type

of analysis both quantitative and qualitative for transport demand analysis at SUMP ToR. The planner will also utilize analytical tools and software to assist specialists in interpreting data findings and visualizing results relevant to urban mobility.

## 2. Literature Review and Synthesis

The Junior Urban Planning Specialist will conduct a comprehensive literature review on spatial and urban planning, urban mobility, and climate resilience policies. This review will not only inform the development of the ToR but also synthesize insights that the Transport and Environmental Specialists can use in their analyses and recommendations.

## 3. Incorporation of Environmental and Social Safeguards (ESS)

The Junior Urban Planning Specialist will coordinate with the Environmental and Social (E&S) Specialists by gathering relevant information for the incorporation of the World Bank's Environmental and Social Framework (ESF) into the GEF-SCIP project. This includes collating relevant documentation and assisting in the assessment of potential environmental impacts of proposed projects.

## 4. Reporting and Documentation Support

The Junior Urban Planning Specialist will assist Transport and Environmental Specialists in preparing detailed reports that summarize findings from discussions, data analyses, and stakeholder engagements. They will ensure that all reports are well-structured, clearly presented, and accessible for future reference and decision-making, allowing specialists to focus on strategic insights and recommendations.

The individual consultant services are expected to start in November 2024 and be performed for 2 months.

The detailed Terms of Reference (TOR) for the assignment can be found in the attachment.

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

### REQUIRED SKILLS AND EXPERIENCE

1. Minimum requirement of a bachelor's degree in Urban and Regional Planning, Urban Planning and Real Estate, Urban Development Studies, Civil Engineering, Transportation Engineering, Environmental Engineering, Environmental Studies, and relevant fields.
2. A minimum of 2 years of work experience in providing advisory on issues related to spatial/urban planning and integrated urban management as practiced in Indonesia.
3. Has experience in a minimum of one (1) spatial/urban planning and integrated urban management as a spatial/urban planning specialist (proven by CV and supporting document(s) such as contracts, acknowledgment letter, or other related documents).
4. Demonstrate strong communication and writing skills in professional English.

The selected individual consultant **will be based in the Jakarta (Indonesia)** office.

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 dated November 2020 ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultant Selection 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).



Interested applicants must submit the **comprehensive curriculum vitae** of the individual consultant before **November 7, 2024 at 16.00 GMT+7** to the following address:

**Pejabat Pengadaan Barang/Jasa PPN IX**

**Kementerian PPN/Bappenas**

**Jl. Taman Suropati No.2 Menteng Jakarta Pusat 10310 Indonesia**

**Email: [sekretariatppkppnix@gmail.com](mailto:sekretariatppkppnix@gmail.com) and [r.bonny@bappenas.go.id](mailto:r.bonny@bappenas.go.id)**

Jakarta, 05 November 2024

**Republic of Indonesia**  
**Ministry of National Development Planning/BAPPENAS Terms of Reference**  
**Individual Consultant**

|                      |   |
|----------------------|---|
| Title                | <i>Global Environment Facility Indonesia – Sustainable Cities Impact Project (GEF-SCIP) – Individual Consultant – Junior Urban Planning (National Consultant)</i> |
| Location             | DKI Jakarta, Indonesia  |
| Duration             | 2 (two) months potentially extended   |
| Tentative Start Date | 1 November 2024   |

## **A. BACKGROUND**

A holistic, integrative, thematic, and spatial planning strategy is required to assist in the achievement of the national development goals outlined in the draft RPJMN 2025-2029, particularly in the area of urban transportation. Urban transportation concerns provide complicated challenges, particularly in terms of congestion. Jakarta, Surabaya, and Bandung are among Asia's most congested cities. Jakarta is currently the second most congested city in Southeast Asia (Tomtom Traffic Index, 2023). Traffic congestion imposes substantial economic costs on Indonesia, with Jakarta incurring losses of IDR 65 trillion annually. Five other major metropolitan areas—Bandung, Surabaya, Medan, Semarang, and Makassar—collectively experience losses of IDR 12 trillion per year. This chronic congestion is primarily attributed to high rates of private vehicle ownership (488 per 1,000 residents in 2017) and the underdeveloped state of public transportation infrastructure. Indonesia's mass rapid transit (MRT) network is significantly smaller compared to its Asian counterparts, with Jakarta's 15-kilometer line contrasting sharply with the extensive systems in cities like Tokyo, Singapore, Hong Kong, Kuala Lumpur, and Bangkok. As a result, public transportation mode share in Indonesian cities remains notably low, while cities in other parts of Asia boast significantly higher rates.

The development of Indonesia's mass public transportation system is hindered by a number of challenges. While primarily the responsibility of regional governments under Law No. 23/2014, these entities face financial and institutional constraints, particularly in managing transportation across administrative boundaries. In response, the National Development Planning Agency (Bappenas) is developing a policy framework to support regional governments in building robust public transportation systems. This framework outlines criteria for central government assistance, including the creation of comprehensive urban mobility plans and metropolitan transportation authorities to facilitate cross-regional coordination. These plans will incorporate detailed analyses of transportation demand, network infrastructure, technology options, financial requirements, and implementation strategies.

Balikpapan has been identified as a city with a priority for the development of urban mass public transportation in the draft RPJMN 2025-2029. Currently, the city's population of approximately 700,000 residents relies heavily on individual motorised vehicles, particularly motorcycles, for transportation. This overreliance has detrimental effects on the environment, public health, and the economy. Given Balikpapan's status as a buffer zone for the National Capital Region, it is imperative to develop a long-term sustainable mobility strategy that prioritises the enhancement of the city's public transportation system. Establishing an integrated and sustainable urban transportation network is a complex endeavour requiring substantial input from public and private stakeholders.

Funded through a grant from the Global Environment Facility (GEF), the Indonesia Sustainable Cities Impact Project (SCIP)<sup>3</sup> aims to promote the integration between national development visions, area-based and corridor-based spatial planning, and capital investment frameworks that are expected to increase the capacity of cities in Indonesia to carry out biodiversity-based and climate-smart management design, as well as to develop nature-based infrastructure in related sub-sectors, including sustainable transportation development.

The GEF-SCIP consists of five main components: i) integrated spatial planning and urban management;

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<sup>3</sup> Project Appraisal Document of the GEF SCIP (<https://projects.worldbank.org/en/projects-operations/document-detail/P173446?type=projects>)

ii) catalysing integrated investment in priority areas; iii) piloting innovative financing approaches and instruments; iv) policy dialogue and knowledge management and v) project management. GEF-SCIP has five pilot cities, namely Palembang, Jakarta, Semarang, Balikpapan, and Bitung. These cities represent different typologies of urban areas in Indonesia and have the potential for delivering significant biodiversity and GHG emission reduction outcomes through integrated planning and investment across five prioritised thematic areas of waste and wastewater management, integrated water supply and stormwater management, energy efficiency and renewable energy, sustainable transportation, urban biodiversity and sustainable landscape.

The Directorate of Transportation Bappenas serves as the Project Implementing Unit (PIU) for the Sustainable Transportation Sector. The Directorate of Transportation will conduct a study of the Sustainable Urban Mobility Plan (SUMP) for Balikpapan City, contributing to the achievement of the Project Development Objective (PDO) indicator of a *number of subprojects prepared that integrate biodiversity and/or climate-smart management approaches* under Component 2 of the Project. This study focuses on five phases, which include: (a) Assembling resources, determining the planning framework, and setting up working structures; (b) Definition of a long-term vision; (c) Assessment of the current situation (Baseline Analysis); (d) Strategy development; and (e) Action Plans. To support the implementation of these activities, the Directorate of Transportation is seeking an Individual Consultant – Junior Urban Planning Specialist to support the development of Sustainable Urban Mobility Plan for Balikpapan ToR, providing technical input including detailing the scope of work to ensure the World Bank's Environmental and Social Framework (ESF) and alignment with budget allocated for the ToR.

## **B. SCOPE OF WORK**

Individual Consultant – Junior Urban Planning Specialist, hereinafter referred to as “the Consultant”, will be placed in the Directorate of Transportation to support the Transportation Specialist and Environmental Specialist in drafting and developing the typical firm consulting service terms of reference (ToR) for Sustainable Urban Mobility Plan (SUMP) Balikpapan. The Consultant will be responsible for:

1. Providing technical and analytical support in the drafting of ToR for SUMP, by assisting the Transportation Specialist and Environmental Specialist in:
  - Collecting relevant background information and data requirements for SUMP.
  - Preparing preliminary outlines and sections of the ToR based on insights from specialists and stakeholder discussions
  - Conducting literature reviews and compiling case studies to bolster the proposed rationale and methodologies within the ToR.
  - Identifying data needs and analyzing existing sources related to urban mobility, land use, environmental indicators.
2. Organizing and facilitating stakeholder consultation sessions and focused group discussions (FGDs), ensuring engagement from all key stakeholders. The Consultant will identify and document data sources, collection methods, and analysis techniques essential for developing the Terms of Reference (ToR). Additionally, the Consultant will summarize discussion outcomes and distribute notes to all participants to ensure clarity and consensus on the next steps.

Facilitating stakeholder engagement and coordination, by establishing and maintaining effective communication with relevant government agencies, local authorities, and stakeholders to facilitate information exchange and collaboration. The Consultant will attend meetings and workshops to represent the project team, ensuring that discussions align with project objectives and provide necessary updates on project progress to relevant stakeholders.

In addition, the Consultant may be required to perform supporting tasks including but not limited to:

1. Data Collection and Analysis Support

The Consultant will assist Transport and Environmental Specialists in gathering both quantitative and qualitative data related to spatial and urban planning. This will involve identifying data sources,

designing data collection methodologies, and ensuring systematic organization to determine effective types of analysis both quantitative and qualitative for transport demand analysis at SUMP ToR. The Consultant will also utilize analytical tools and software to assist specialists in interpreting data findings and visualizing results relevant to urban mobility.

2. Literature Review and Synthesis

The Consultant will conduct a comprehensive literature review on spatial and urban planning, urban mobility, and climate resilience policies. This review will not only inform the development of the ToR but also synthesize insights that the Transport and Environmental Specialists can use in their analyses and recommendations.

3. Incorporation of Environmental and Social Safeguards (ESS)

The Consultant will coordinate with the Environmental and Social (E&S) Specialists by gathering relevant information for the incorporation of the World Bank’s Environmental and Social Framework (ESF) into the GEF-SCIP project. This includes collating relevant documentation and assisting in the assessment of potential environmental impacts of proposed projects.

4. Reporting and Documentation Support

The Consultant will assist Transport and Environmental Specialists in preparing detailed reports that summarize findings from discussions, data analyses, and stakeholder engagements. They will ensure that all reports are well-structured, clearly presented, and accessible for future reference and decision-making, allowing specialists to focus on strategic insights and recommendations.

The incoming Consultant will be responsible for reporting the necessary documents as mentioned in the deliverables.

**C. REQUIRED SKILLS AND EXPERIENCE**

1. Minimum requirement of a bachelor’s degree in urban and Regional Planning, Urban Planning and Real Estate, Urban Development Studies, Civil Engineering, Transportation Engineering, Environmental Engineering, Environmental Studies, and relevant fields.
2. A minimum of 2 years of work experience in spatial/urban planning, integrated urban management, or sustainable urban development as practiced in Indonesia.
3. Proficient in performing quantitative and qualitative data analysis related to spatial/urban planning, proven by CV and supporting document(s) such as contracts, acknowledgment letter, or other related documents (s).
4. Demonstrate strong verbal communication and writing skills in professional English.

**D. DELIVERABLES**

The contract period is for two (2) months. Contract extension is subject to business needs, performance review, and funding availability. The consultant must prepare a detailed schedule of activities as part of the technical proposal, including any additional activities deemed necessary for the study objectives proposed by the consultant in accordance with his/her understanding of the study outputs to be produced.

Payments will be made on a monthly basis, contingent upon the submission of monthly reports as specified below.

| Deliverables   | Month |   |
|--|-------|---|
|  | 1     | 2 |
| Monthly report (PIU activities: data collection and analysis support, literature review and synthesis, FGD agenda and/or other similar meetings and duty travel) |       |   |

**E. WORKING SCHEDULE**

The Junior Urban Planning Specialist can perform tasks according to the following working schedule to

carry out deliverables. The outline of the project implementation schedule for various activities assigned within the scope of the consulting services is provided below as a guide. The consultant may propose improvements to the detailed schedule of activities as part of a technical proposal, including additional activities required according to the consultant’s understanding of the studies to be produced. Specifically, to increase public participation and to enrich the materials needed, a meeting with stakeholders can be proposed.

| <b>Tasks</b>   | <b>Month-1</b> | <b>Month-2</b> |
|--|----------------|----------------|
| Involve identifying data sources, designing data collection methodologies, and ensuring systematic organization  |                |                |
| Literature review and synthesis on spatial and urban planning, urban mobility, and climate resilience policies   |                |                |
| Assist the Transportation and Environmental Specialists in drafting the ToR  |                |                |
| Facilitate project discussions and Forum Group Discussion ensuring engagement from all key stakeholders  |                |                |
| Organize and lead discussions on spatial and urban management planning   |                |                |
| Establish and maintain effective communication with relevant government agencies, local authorities, and stakeholders  |                |                |
| Coordinate with the Environmental and Social (E&S) Specialists   |                |                |
| Reporting and documentation support to assist Transport and Environmental Specialists in preparing detailed reports that summarize findings from discussions, data analyses, and stakeholder engagements |                |                |

## **F. REPORTING**

All study reports are written using the required language provisions and good and correct Indonesian according to the General Guidelines for Indonesian Spelling (PUEBI) and the Big Indonesian Dictionary (KBBI). Each report and data are also submitted in softcopy including raw data, and processed data, both in the form of tabular data and spatial data by paying attention to data format compatibility.

The consultant is obliged to maintain the confidentiality of data, reports, and results of this activity, namely not disseminating to other parties without the consent of the Ministry of National Development Planning/Bappenas and not using reports and data for the benefit of other parties.

| <b>Reporting</b> | <b>Month-1</b> | <b>Month-2</b> |
|------------------|----------------|----------------|
| Monthly Report   |                |                |
| Final Report     |                |                |

