Terms of reference (ToR) for the procurement of services

giz

Technical Assistant to Support the National Development Planning Agency (BAPPENAS) in Monitoring and Evaluating the Social Insurance Roadmap in the Framework of the Transformation of the Social Protection Programme in Indonesia

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General information

a. Brief information on the project

Background

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is an international cooperation enterprise for sustainable development with worldwide operations.

In the context of the bilateral cooperation between the Government of Germany and the Government of Indonesia, the Social Protection Programme (SPP) assists the Government of Indonesia in developing long-term strategies for a comprehensive system of Social Protection. The National Development Planning Agency (BAPPENAS) is its leading partner. The collaboration has been reinforced and strengthened during the German-Indonesian Government Negotiations in 2017. SPP is part of the “Sustainable Economic Development and TVET” priority area.

The New SPP aims to improve risk coverage and promote the independent economic existence of the poor and vulnerable with a view to contributing to innovative approaches to complement the social protection system for the poor and vulnerable. The project works in the following intervention areas: (1) Adaptive Social Protection (ASP) with a focus on capacity development for BAPPENAS and another key stakeholder in performing their tasks to lead the policy consultation at the national level and facilitating the development of the strategic recommendation for expanding social protection against risks from extreme weather events and natural disasters; (2) Financial Inclusion by supporting PT Pos in modernising its services through the digital giro platform and expanding savings

products which will increase access to financial services for poor and vulnerable groups; and (3) Labor market access for Person with Disabilities by providing advisory services and technical support for the development of the concept and strategy of inclusive design from employment promotion instruments and reform plans for the vocational education and training sector, through the Social Security Administering Body, BPJS Ketenagakerjaan and other key stakeholders; and (4) Actuarial Teachnical support to redesign and rearrange the social security benefits for the Indonesian population and improve the programme's effectiveness and efficiency management. Under the leadership of BAPPENAS, the intervention has been part of the social protection reform agenda starting from January 2022.

The Rationale of the Assignment

Technical support for the Social Protection Programme from the German Government is needed in the context of German bilateral cooperation with the Government of Indonesia through GIZ assistance to the Ministry of National Development Planning/BAPPENAS as the main partner. Through this cooperation, it is hoped that the social protection system can comprehensively and adequately cover risk for the entire population in Indonesia. These outcomes will be achieved through an innovative approach to complement the social protection system through Actuarial Reform.

Changes in demography, epidemiology, and macroeconomic situations, both globally and nationally, provide challenges to implementing social insurance programmes. Furthermore, coordination among social security stakeholders remains a barrier to administering an effective and efficient programme. As a result, it is necessary to strengthen the social insurance programme by expanding membership and programme benefits, particularly for informal sector workers and other vulnerable groups such as the poor, the elderly, women, children, and people with disabilities, improving access to quality services to be more equitable, improving BPJS governance and coordination among institutions, and increasing public literacy about social insurance programmes. This will create an adaptive, inclusive, and sustainable social insurance programme.

Furthermore, in June 2023, through the enactment of Presidential Regulation Number 36 Year 2023 concerning the Social Insurance Roadmap for 2023-2024, President Joko Widodo officially assigned BAPPENAS to lead the coordination of the target achievement of the Roadmap. The Roadmap addresses the challenges faced while implementing the national social security programme.

The Roadmap aligns with the National Medium-Term Development Plan (RPJMN) 2020-2024 and serves as a description and derivative targets from the RPJMN 2020-2024. Accelerating the achievement of this roadmap's targets will bridge to the elaboration of RPJMN (2025 – 2029). Hence, BAPPENAS needs to respond to its new mandate immediately, and technical support from the German Government is required to facilitate timely the excellent performance of several key activities. The support outcomes are used to build a foundation for the reform and anchor the topic under the current bilateral agreement.

b. Context

Based on the information presented above, it is essential to assist BAPPENAS, particularly the Directorate of Population and Social Security, in monitoring and evaluating the social insurance roadmap to transform Indonesia's social protection programme. This must also ensure that the process is first-rate and delivers high-quality results. To this aim, it is necessary to have technical assistance for actuarial reform as part of social protection reform. In particular, she/he will assist in preparing the mid-term review of the Presidential Regulation on Social Insurance Roadmap 2023 – 2024.

The expert is required, therefore, to perform the following:

1. Analysing current social insurance programme implementation to provide a mid-term review preparation of the Presidential Regulation Number 36 Year 2023 concerning the Social Insurance Roadmap for 2023-2024.
2. Upgrading policy briefs from the Contribution-Based Long-Term Care study conducted by InterCAFE IPB University in collaboration with BAPPENAS and was supported by GIZ SPP.
3. Preparing an overview of the future policy direction of the Directorate of Population and Social Security in the context of the social security programmes.
4. Conduct a comparative study to describe the condition of social security programmes in other countries, such as the Netherlands, Germany, and other selected countries.
5. Assisting Bappenas' Social Insurance Roadmap Secretariat within the Population and Social Security Directorate.
6. Carrying out advisory services tasks required by GIZ SPP and BAPPENAS, which include but are not limited to:
    a. Establish regular coordination and consultation mechanisms between GIZ SPP and BAPPENAS proactively on a monthly basis;
    b. Maintaining coordination with GIZ SPP, BPJS Kesehatan, BPJS Ketenagakerjaan, National Social Security Council (DJSN), Ministry of Health, Ministry of Home Affairs, Ministry of Manpower, and other related institutions;
    c. Providing updates and technical analysis of social security programmes' recent implementation;
    d. Linking up BAPPENAS planning processes with GIZ's support for the implementation in related institutions;
    e. Assisting and documenting events and discussions with the stakeholders; and
    f. Supporting BAPPENAS on the New RPJMN 2025-2029 preparation development.

c. Contract term

GIZ shall hire the contractor for the anticipated contract term from November 2023 to December 2024.

d. Task to be performed by a contractor

The contractor shall provide the following work/service:

No.	Activities	Deliverables	Time
1	Analysing the current social insurance programme implementation to provide a mid-term review preparation of the Presidential Regulation Number 36 Year 2023 concerning the Social Insurance Roadmap for 2023-2024.	• Report on the existing condition in the monitoring and evaluating Presidential Regulation Number 36 Year 2023 concerning the Social Insurance Roadmap for 2023-2024. • Draft Term of Reference (ToR) for Mid-Term Review of the Presidential Regulation Number 36 of 2023 concerning Social Insurance Roadmap for 2023-2024 **by the end of January 2024**	November 2023 – January 2024
2	Upgrading policy briefs from the Contribution-Based Long-Term Care study conducted by InterCAFE IPB University in collaboration with BAPPENAS and was supported by GIZ SPP.	Upgraded Policy Briefs of the Contribution-Based Long-Term Care Study **by the end of December 2023**	November 2023 – December 2023
3	Preparing an overview of the future policy direction of the Directorate of Population and Social Security in the context of the social security programme.	The overview document of the future policy direction of the Directorate of Population and Social Security in the context of the social security programme **by the end of June 2024**.	November 2023 – June 2024
4	Conduct a comparative study to describe the condition of social security programmes in other countries, such as the Netherlands, Germany, and other selected countries.	A final report **by the end of the assignment**	November 2023 – December 2024

No.	Activities	Deliverables	Time
5	Assisting Bappenas' Social Insurance Roadmap Secretariat within the Directorate for Population and Social Security	The activity report **by the end of the assignment**	November 2023 – December 2024
6	Assisting BAPPENAS and GIZ SPP in other activities to conduct its functions, including: • Attending meetings and discussions to maintain BAPPENAS coordination with respective key stakeholders. • Prepare updates, technical analyses, and presentations related to RPJMN (if required).	A final report and documentation summarising findings, analysis, results, and recommendations related to the tasks, including minutes of meetings and other supporting documents, **by the end of the assignment**.	November 2023 – December 2024

Tender requirements

Even if this is not a technical assessment (CV or CV + concept), the qualifications required for this contract are expected.

1. Qualifications of proposed staff

1.1 Expert 1:

1.1.1 General qualifications

Education: University qualification (minimum bachelor's degree) in either or a combination of the following fields: Public Health, Social Sciences, Economy, or other related fields.

Professional experience:

- 8 (eight) years of experience in Social Protection topics, including Social Health Insurance and Employment Social Security;
- Experience in developing the planning document reports of the Government Work Plan (RKP/*Rencana Kerja Pemerintah*), National Mid-Term Development Plan (*Rencana Pembangunan Jangka Menengah Nasional*/RPJMN), and other strategic documents.
- Experience in preparing documents for monitoring and evaluation of national strategic programmes;

- Having exposure to at least one European country's social protection system;
- Familiar with and excellent experience in collaborating closely with social insurance stakeholders, such as Bappenas, DJSN, BPJS Kesehatan, BPJS Ketenagakerjaan, Ministry of Health, Ministry of Manpower, Ministry of Social Affairs, International Cooperations, and other social protection related stakeholders.
- Having at least 6 (six) years of experience cooperating with or assisting Bappenas Directorates, particularly related to social protection and/or other Bappenas Directorates.
- Having at least 5 (five) years of experience understanding and familiarity with the German Development Cooperation, particularly GIZ, and its process and mechanism within bilateral and/or global framework cooperation.
- Having strong exposure to the Bappenas process and mechanism, including G2G negotiation, consultation and/or sector dialogue, and grant agreement handing over (BAST).

1.1.2 Experience in the region/knowledge of the country

Eight years of working experience on social protection topics in Indonesia.

1.1.3 Language skills: business fluency in Bahasa Indonesia and English.

2. Appropriateness of the proposed concept

Shortlisted candidates will be selected through qualification screening based on CVs and invited to the next step, an interview on the social protection transformation concept.

This will be used for an objective evaluation within the 'Assessment grid for the technical evaluation of tenders' and entered in the second section of the grid. (2.1).

3. Specification of inputs

Fee days	Number of days	Comments
One expert	1	Lump sum as per deliverables based

4. Fixed lump sum price – contract for work

Since the contract to be concluded is a work contract, the specification of inputs serves as guidance only. We request that you provide us with a fixed lump sum price for your services, including an itemised breakdown of all the relevant costs (fees, travel costs, etc.). We require this information for our internal calculations. The assessment of the financial bid is based on the lump sum price tendered, which must be realistic for the services to be rendered.

5. Requirements on the format of the tender

The CV submitted can have a maximum of five pages. 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.