

Request for Proposals

RFP-SINAR-2023-004

Activity Title: “Study on Improving and Refocusing Energy Subsidy to Facilitate the Government's Energy Transition Strategy as part of the National Medium-Term Development Plan (*Rencana Pembangunan Jangka Menengah Nasional*)”

Issuance Date: October 23, 2023

Deadline for Receipt of Questions: November 6, 2023, at 17:00 Jakarta Time

Closing Date and Time: November 20, 2023, at 17:00 Jakarta Time

Issuance of this RFP does not constitute an award commitment on the Tetra Tech ES, Inc., nor does it commit to pay for any costs incurred in preparation or submission of comments/suggestions of a proposal. Proposals are submitted at the risk of the offerors. All preparation and submission costs are at the offeror's expense.

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1. INTRODUCTION

The purpose of this RFP is to assist the Ministry of National Development Planning (BAPPENAS) in providing recommendations to improve and refocus energy subsidies, within the Scope of Work (SOW) specified in the “Attachment A – Technical Specification” for the program “Sustainable Energy for Indonesia’s Advancing Resilience” (SINAR) funded by US Agency for International Development (USAID) and implemented by Tetra Tech ES, Inc.

2. BIDDER’S QUALIFICATIONS

Bidder must provide the following information and references in order to be qualified for the procurement process:

1. Company’s information, including official registered title, type of business, address, and contact person information.
2. A short description of the company and of past similar experience in providing the services described in the Attached A -Technical Specification.
3. Overall technical approach to fulfill the specifications defined in Attachment A – Technical Specifications.
4. Certification that the company is not owned or controlled in total or in part by any entity of any government.
5. Certification by any subcontractor engaged by the company for this project that the subcontractor is not owned or controlled in total or in part by any entity of any other government.
6. The Offeror shall complete and sign the Representation and Certifications found in Attachments C to this document and include them with the Offeror’s proposal. Proposals that do not include these certifications will not be considered.
7. Copy of articles of incorporation and/or certificate of registration demonstrating the company meets the Source, Origin and Nationality Restriction (Section 3).

3. SOURCE, ORIGIN AND NATIONALITY RESTRICTIONS

The USAID authorized geographic code for the SINAR project is 937 (defined as the USA, Indonesia and developing countries: <https://www.usaid.gov/sites/default/files/2022-05/310maa.pdf> not included in USAID’s list of advanced developing countries). Local procurements are to be conducted in accordance with AIDAR 752.225-71 and ADS 311.

4. SUBMISSION OF PROPOSALS

All proposals are due on **November 20, 2023**, by no later than at **17:00 local time in Jakarta, Indonesia**. Proposals must be submitted in English via e-mail to SINAR.bids@tetrattech.com in the following formats: Adobe Acrobat and Microsoft Word and/or Excel. Proposals received after the deadline will not be accepted.

All proposals must fully respond to the Technical Specifications enclosed as **Attachment A** and must include price quotations in the format provided in the **Attachment B - Table 1 – Budget**. Proposals received after the above-stated due date and time will not be considered for this procurement.

5. QUESTIONS AND CLARIFICATIONS

All questions or clarifications regarding this RFP must be in writing and submitted, in English, to SINAR.bids@tetratech.com on **November 6, 2023**, no later than **17:00 local time in Jakarta, Indonesia**. Questions and requests for clarification, and the responses thereto, will be circulated to all RFP recipients.

Only written answers from Tetra Tech will be considered official and carry weight in the RFP process and subsequent evaluation. Any answers received outside the official channel, whether received verbally or in writing, from employees or representatives of Tetra Tech, or any other party, will not be considered official responses regarding this RFP.

6. PROPOSALS PREPARATION INSTRUCTIONS

All Offerors must follow the instructions set forth herein in order to be qualified for the procurement process. If an Offeror does not follow the instructions set forth herein, the Offeror's proposal may be eliminated from further consideration or the proposal may be downgraded and not receive full credit under the applicable evaluation criteria.

Separate Technical and Cost Proposals must be submitted with the following subject lines: RFP-SINAR-2023-004 – Technical Proposal and RFP-SINAR-2023-004 – Cost Proposal. All proposals should be submitted in English and must include a Cover Page signed by an authorized representative, stating the proposal is valid for 90 days. Cost proposals should be quoted in Indonesian Rupiah (IDR).

Technical Proposal

The technical proposal (excluding CVs) shall not exceed 20 [twenty] pages. Proposals will be scored on a 100-point scale. Available points for each evaluation factor are given below. Offerors must address each evaluation factor.

The suggested outline for the technical proposal is stated below:

A. Organization's Information

1. Organization's information, including official registered title, type of business, list of offices if applicable, address, telephone, fax, and website.
2. Authorized point of Contact with phone number(s) and email address
3. Experience of the firm of at least 5 years in the public and private sector

B. Company Technical Capability

Description of organization, including of activities/qualifications carried out similar to the scope of work requested.

C. Technical Approach

Present a narrative that describes how the Offeror would implement the tasks identified in the scope of work. This narrative must also include:

1. Describe the methodologies used in analyzing the effectiveness of existing and proposed energy subsidy policy to support the energy transition agenda.
2. Propose a workplan that outlines the proposed activities over the course of the period of performance.

3. Proposed performance indicators to measure the impact of the Offeror’s planned activities and the progress of the Awardees as a result of the Offeror’s assistance.

Information which the Offeror considers proprietary, if any, should be clearly marked “proprietary” next to the relevant part of the text and it will then be treated as such.

D. Management Approach

A detailed description of how the offeror will allocate personnel, time, and other available resources to accomplish the objectives described in the Statement of Work. Approach including how engagement with key government stakeholders such as Bappenas, MOF and MEMR.

E. Staffing Plan

Described below as the staffing plan for the assignment.

1. Team composition (names, specialties/area of expertise, position/role on project, etc.), with detailed biographies, and task assignments to perform the activities described in the SOW.
2. Curriculum Vitae (CV) for all labor categories named in the Attachment A. (CVs shall be limited to 3 pages each) that describes their experience and lists the following:
 - a. Affiliation/Organization
 - b. Education
 - c. Years of Professional Experience
 - d. Relevant Experience to the SOW in this RFP
 - e. Fluency in English and Indonesian

In addition to presenting the CVs, bidders should complete and include the table below:

Proposed Personnel’s Name, Last Name	Proposed Position Title under this assignment	Education/Degree Achieved	Relevant Technical Experience	Years of Professional Experience

Bidders are encouraged to provide an Organizational Chart as part of their proposal.

F. Company Past Performance

Bidders should provide a summary of relevant studies or other assignments including the Title, Client, Date and a brief description. The qualifications section is limited to 5 of the most relevant studies or other assignments performed in the last 5 years, presented in the following table format. If the client is confidential, simply list “confidential”. Bidder may provide more detail information in the attachment to support description of the assignment and service provided.

Title of Assignment	Description of the assignment and services provided	Client Name	Dates of Execution

Financial Proposal

A. Detailed Budget

Bidder shall complete the **Table 1 of the Attachment B “Detailed Budget”** in order to allow Tetra Tech ES, Inc. to compare all quotes and make a competitive selection. The budget should be provided in Excel format with unlocked cells.

A price must be provided for each project component to be considered compliant with this request. The price proposal should include the individual line items shown in the template, e.g., fully-burdened daily rates, travel costs, and other direct costs. Personnel daily rates are expected to be inclusive of personnel salary, fringe benefits, overhead costs, and profit/fees. Offers must show unit prices, quantities, and total price. All items, services, etc. must be clearly labeled and included in the total offered price. The price proposal shall also include a budget narrative that explains the basis for the estimate of every cost element or line item. Supporting information must be provided in sufficient detail to allow for a complete analysis of each cost element or line item. Tetra Tech reserves the right to request additional cost information if the evaluation committee has concerns of the reasonableness, realism, or completeness of an Offeror’s proposed price.

Bidder shall provide unit pricing in United States Dollars (USD), or for any local companies, in Indonesian Rupiah (IDR). Prices quoted in this document shall be valid for a 90-day time period, and exclusive of all VAT liabilities/charges.

B. 1420 Forms for the proposed personnel

For each staff member proposed, the Offeror shall submit a completed and signed USAID 1420 forms. USAID form 1420 can be downloaded here: <https://www.usaid.gov/forms/aid-1420-17>

C. Proposed Billing Rates Certification

Document on company letterhead certifying the labor rates being proposed are standard rates and have been previously billed to clients for similar work.

D. Representations and Certifications

These documents can be found in Attachments C of this RFP and must be submitted as part of the Cost Proposal.

Under no circumstances may cost information be included in the technical proposal. No cost information or any prices, whether for deliverables or line items, may be included in the technical proposal. Cost information must only be shown in the cost proposal.

7. EVALUATION CRITERIA

Award will be made to the bidder representing the best value in consideration of technical approach, management approach, staffing plan, past performance/qualifications and price factors. Technical criteria are more important than cost, although prices must be reasonable and will be considered in the evaluation. Bidders are encouraged to provide a discount to their standard commercial rates.

Tetra Tech reserves the right to conduct discussions with selected bidder(s) in order to identify the best value offer. Award of any resulting Subcontract Agreement shall be made by Tetra Tech on a best value

basis. Tetra Tech reserves the right to request a test assessment from bidders to assess their qualifications.

The submitted technical information will be scored by an evaluation committee using the following technical evaluation criteria (70 points) and cost proposal (30 points). Given the specific expertise required to perform the services in question, only bids with a technical score of 50 points or more will be considered for evaluation of their cost proposals.

Proposals will be scored on a 100-point scale. Available points for each evaluation factor are given below.

Technical Proposal (70 points)

Evaluation Criteria for Technical Proposal		Points
I.	Technical Approach	30
II.	Management Approach	20
III.	Staffing Plan	10
IV.	Company Past Performance/Technical Capability	10
TOTAL		70

Financial Proposal (30 points)

The lowest qualified financial proposal will receive the maximum score of 30 points.

The other proposals will be scored inversely proportional to their price and computed as follows:

$$S_f = 30 * F_m / F$$

S_f = Financial Score of the proposal evaluated

F_m = the price of the lowest priced Financial Proposal among those qualified

F = is the price of the Financial Proposal under consideration

Bidder should submit a **Detailed Budget** reflecting the cost of completing the scope. Bidders shall complete the **Attachment B – Detailed Budget**. Labor rates quoted in this document shall be fully-burdened with all indirect costs, taxes and fee, if any. The period of performance is 6 months.

Tetra Tech reserves the right to conduct discussions with selected bidder(s) in order to identify the best value offer. Award of any resulting Subcontract Agreement shall be made by Tetra Tech on a best value basis, with evaluation of proposed price as well as proposed services and implementation schedule.

8. TERMS OF PAYMENT

Payment terms for the awarded Subcontract Agreement shall be net forty-five (45) days after satisfactory completion and acceptance and of services and deliverables. Payment shall be made by Tetra Tech ES, Inc. via bank wire transfer. No advance payments will be provided.

9. UNIQUE ENTITY IDENTIFIER NUMBER

If the proposed fixed price is above \$30,000, the successful bidder will be required to furnish a Unique Entity Identifier (UEI) number within 24-48 hours of notice of award. Information regarding obtaining a UEI number may be found here: <https://sam.gov/content/entity-registration>.

10. NEGOTIATIONS

Best offer proposals are requested. It is anticipated that a subcontract will be awarded solely on the basis of the original offers received. However, Tetra Tech reserves the right to conduct discussions, negotiations and/or request clarifications prior to awarding a subcontract. Furthermore, Tetra Tech reserves the right to conduct a competitive range and to limit the number of offerors in the competitive range to permit an efficient evaluation environment among the most highly-rated proposals. Highest-rated offerors, as determined by the technical evaluation committee, may be asked to submit their best prices or technical responses during a competitive range.

11. MULTIPLE AWARD/NO AWARD

Tetra Tech ES, Inc. reserves the right to issue multiple awards. Tetra Tech ES, Inc. also reserves the right to issue no awards.

ATTACHMENT A – TECHNICAL SPECIFICATION

SCOPE OF WORK: “STUDY ON IMPROVING AND REFOCUSING ENERGY SUBSIDY TO SUPPORT THE GOVERNMENT PLANNING FOR THE ENERGY TRANSITION UNDER THE NATIONAL MEDIUM TERM DEVELOPMENT PLAN (RENCANA JANGKA MENENGAH PEMERINTAH)”

PERIOD OF PERFORMANCE: February – May 2024

PLACE OF PERFORMANCE: Indonesia

Background

The transition to electric vehicles (EV) has sparked the Government’s agenda to realign subsidy policy for productive spending, mainly to support energy transition. President Joko Widodo through its executive order (Presidential Instruction Number 7 of 2022) asking officials to use electric cars as their official vehicles to save more than IDR 2,000 trillion from the cut in fuel imports through e-mobility transitions. In keeping with this scenario, the Government also plans to re-evaluate electricity compensation for some industrial groups. The Ministry of Energy and Mineral Resources (MEMR) reported the realization of the 2022 energy subsidy reached IDR 157.6 trillion (or approx. USD \$10.5 billion) and plans to maintain the stability of spending by focusing on productive spending.

In the past ten years, the Government has made plans to improve the subsidy and compensation, considering the effectiveness and multiplier effect of this spending. However, just last year, the Government decided to increase the energy subsidy and compensation budget for 2023 three times compared to the initial planning in order to promote growth for pandemic recovery. Subsidies for fuel and LPG increased from Rp77.5 trillion to Rp149.4 trillion, and electricity subsidies from Rp56.5 trillion to Rp59.6 trillion. Meanwhile, compensation for fuel increased from Rp18.5 trillion to Rp252.5 trillion, and compensation for electricity rose from zero to Rp41 trillion.

To achieve the effectiveness of subsidy spending, the government needs to establish a comprehensive framework through its planning documents. In line with President Instruction No. 7 of 2022, the President appointed BAPPENAS to develop a scheme for subsidy transition, aiming to boost renewable investments and infrastructure. This transition will enable the government to reduce the number of incentives disbursed to fossil fuels, promoting a shift towards cleaner and more sustainable energy sources. SINAR aims to assist BAPPENAS in formulating a series of activities that covers the following objectives:

1. Comparative study on the fiscal policy to improve and refocus spending for energy to support energy transition agenda.
2. Assessing and modeling impacts of energy price subsidy and compensation and their improving and refocusing scenario to be accommodated in the national medium-term development.
3. Engagement strategy to recognize stakeholder views and concerns towards energy subsidies.

The energy subsidy to be addressed in this study is energy subsidy as referred to the Government Regulation No. 45 of 2013 jo. No. 50 of 2018 regarding the implementation of the state budget. This

regulation does not define subsidy nor energy subsidy. Understanding the subsidy could be broader; we provide some regulations as references (but not limited to):

No.	Regulation	Definition
1.	MOF Regulation No. 174/PMK.02/2019 jo. 178/PMK.02/2021 on Procedures for Supply, Calculation, Disbursement and Accountability of Electricity Subsidy	Electricity Subsidy is a state expenditure allocated as a support to consumers/customers to be able to enjoy electricity from PLN with affordable rates.
2.	MoF Regulation 130/PMK.02/2015 jo. 169/PMK.02/2021 on Procedures for Supply, Calculation, Disbursement and Accountability of Subsidies for Certain Fuel Types	Subsidies for certain types of fuel are calculated based on multiplying the amount subsidies for certain types of fuel per liter with the volume of certain types of fuel handed over to consumers at the delivery point (Kerosene and Gas Oil Subsidy).

Based on these definitions, we define subsidy as any policy action which directly targets energy commodity (fuel subsidy, electricity, etc.) that causes a reduction of net energy cost to consumers, reduction of energy production or distribution costs, and increase in the revenue of energy suppliers. This could include compensation, fiscal transfer, or other applicable mechanism.

Goal and Objectives

To identify viable options for a new subsidy policy, SINAR will assist BAPPENAS in providing recommendations for improving and refocusing energy subsidies that will be included in the upcoming National Medium-Term Development Plan (RPJMN). Given that the process involves dealing with energy prices, which can trigger price hikes and sensitive political issues, the recommendations should be communicated intensively and outline a potential approach to accommodate the new energy subsidy policy. Through this activity, technocratic recommendations will be provided to BAPPENAS for the preparation of the upcoming RPJMN document.

Problem Statement and Development Hypothesis

Indonesia has implemented several notable policies over the past ten years to change the direction of subsidy spending related to fossil fuels. First, there have been reforms in electricity Public Service Obligation (PSO) subsidies since 2013. These reforms have resulted in many customer groups no longer being eligible for subsidized tariffs, and the introduction of a tariff adjustment mechanism for these customer groups. As a result, spending on electricity subsidies decreased by over 40% in 2015 compared to 2014. However, low income residential customers and key strategic industries continue to receive electricity subsidies and compensation through PLN.

Second, there was the removal of gasoline subsidies. In the past, Indonesia subsidized the price of gasoline to provide affordable mobility. In 2014, subsidizing gasoline cost the government around Rp

109 trillion, while diesel subsidies amounted to Rp 74.9 trillion. In 2015, the government discontinued the subsidy for gasoline (RON 88) and gradually scaled back subsidies for diesel and kerosene.

Third, there have been reforms in LPG (liquefied petroleum gas) subsidies. The government currently subsidizes 3 kg LPG cylinders to ensure access to essential cooking fuel for many households. However, the government plans to refocus the subsidies on eligible underprivileged households listed in the Integrated Social Welfare Data (DTKS). The National Team for Accelerating Poverty Reduction (TNP2K) has successfully conducted trials for distributing cylinders using biometric technology to verify eligibility based on the database. However, the expansion of these reforms has been delayed, partly due to the impact of the Covid-19 pandemic. Fifthly, during the Covid-19 pandemic, the government introduced the Covid-19 Handling and National Economic Recovery (PC-PEN) program, a social assistance program aimed at helping the community and businesses cope with the economic downturn caused by the pandemic. By December 9, 2022, the spending on PC-PEN reached Rp 330.7 trillion, which accounted for 72.6% of the targeted spending in 2022. The government has announced that this program will be halted or discontinued by the end of 2023.

Furthermore, the implementation of current fuel subsidies mechanism has impacting energy sector in following ways:

Economic	Social	Environmental
<ul style="list-style-type: none"> a. Obstruct innovation and suppress competitiveness. b. Discourage investment in energy infrastructure mainly renewable energy. c. Discourage in efficient technology and behavior d. Encourage fuel adulteration and smuggling 	<ul style="list-style-type: none"> a. Disproportionally benefit higher income group, thus aggravate inequality. b. Crowd-out funds for public spending including infrastructure, education and health service 	<ul style="list-style-type: none"> a. Encourage Wasteful consumption of energy and energy-intensive resources b. Create barriers to clean energy and efficiency investment

In effort of improving utilization of energy subsidies, the Government faces potential barriers that need to be considered in formulating policies on the removal of subsidies to fossil-fuel. We identified some problems and challenges in reforming the existing subsidy policy including the definition and terms of subsidy. The beneficiaries or recipients can enjoy the subsidy beyond the subsidy itself. While subsidy can take various form, similar concept to subsidy exists in Indonesia to incentive the energy producent, such as energy compensation. Government disburses the compensation to the state-owned enterprises for offsetting potential losses from selling energy to the selected recipient at costs materially below market rates. Both facilities are often regulated in juxtaposition and have a similar objective to provide incentive for affordable energy cost. Alongside the subsidy and compensation, there are also several forms of fiscal support provided to confers the energy products, via budgetary transfer public lending, tax incentive, interest rate discount and other forms. This instrument can reduce net energy costs, decrease production and distribution costs, and increase the revenue of energy suppliers. These fiscal

supports manage to slash the energy cost and make it affordable despite depleting state budget. It means removing the subsidy alone might not suffice the objective of energy transition.

Problem Statement: The key rationale for implementing subsidy reform has typically been fiscal or stability of state budget rather than environmental. Subsidies have effectively lowered the production cost of electricity from fossil fuels, sent consumers price signals that are not based on real or market prices, and created an artificial reference price in determining the competitiveness of RE-

Development hypothesis:

Based on the identified problem we proposed study frameworks as follows:

Goals: aligning energy subsidy reform with climate policy and energy transition		
PSO Subsidies	Compensation	Ad-Hoc Capital Injection
Number of subsidies disbursed gradually reduced and balance with the impact to the economy	Compensation is given to support mass-scale consumers and critical supply chain	Government promotes investment and facilities to support de-risking mechanism to increase clean energy projects
Objective: A new subsidy mechanism such as direct subsidy is proposed		
System Risk and Uncertainty: 1. Resources Price Volatility 2. Economic Political and Social Instability 3. Lacking long-term Credibility of Policies		

Scope of Work

The Sub-contractor will provide analysis and recommendations to USAID SINAR and BAPPENAS on the implementation of improvement and refocusing of energy subsidy policy to support the government planning for the energy transition under the National Medium Term Development Plan (*Rencana Jangka Menengah Pemerintah*). We outline the details below.

Task 1: Prevailing Conditions on the Effectiveness of Energy Subsidy Policy to Support the Energy Transition Agenda

1. Describe and analyze the existing subsidy policy, including its terms (compensation, incentive, fiscal supports, and ad-hoc capital injections), players (policymakers, recipient, impacted actors), and disbursement mechanism.
2. Capture the efforts that the government of Indonesia has taken to reform energy subsidies and other similar policy reforms in the energy sector, such as LPG conversion, subsidy removal on premium fuel (RON 88 removal, kerosene conversion to LPG 3 kg)
3. Study International best practices in reforming and refocusing subsidy policies to support the energy transition agenda, including their policy framework, subsidy reform plan, and effectiveness.

Task 2: Identify the Drivers and Barriers of Existing Energy Subsidies to Support the Improvement and Refocusing of Energy Subsidy

1. Assess the subsidies and pricing mechanisms of the energy commodity and its impact on the energy transition achievement and economic development, including but not limited to ex-ante assessment to prevent undesired outcomes
2. Evaluate the fiscal cost of subsidies to the state revenue, state expenditures, and budget financing in order to find the suitability of existing policy to achieve energy transition, including the interlinked policies (renewable energy price, carbon market).
3. Assess the response measure of the subsidy changes (absorption, substitution, resources efficiency, and price pass-on) to the subjects (public service obligation of SOE, households, Industrial sectors, energy developers), in order to provide the new scenario to alter the existing subsidy policy scenarios.

Task 3: Recommendations to Integrate New Subsidy Policies and Scenario

1. Provide Regulatory and Policy Needs to Support the Improvement and refocusing of Energy Subsidy based on essential elements, including but not limited to social protection, complementary measures, revenue redistribution, and reinvestment to support renewable energy transition.
2. Provide Key recommendations and tailored strategies to integrate the energy subsidy policy into the National Medium Term Development Plan (*Rencana Jangka Menengah Pemerintah*), energy transition agenda, and long-term climate change strategy.

Deliverables

Based on the scope above, the Subcontractor is required to deliver the following deliverables:

No	Deliverable	Deliverable Timeline
1	<ol style="list-style-type: none"> a) Report - Prevailing Conditions on the Effectiveness of Energy Subsidy Policy to Support the Energy Transition Agenda b) Report - Advocacy or engagement strategy plan, including theory of change. 	February 28, 2024
2	<ol style="list-style-type: none"> a) Report FGD series- Facilitate Bappenas in implementing advocacy activities. Example such as series of focus group discussions with key stakeholders. Objective is to gather insights and to communicate key message from theory of change. b) Report - Identify the Drivers and Barriers of Existing Energy Subsidies to Support the Improvement and Refocusing of Energy Subsidy 	March 31, 2024

3	a) Report – Recommendations to Integrate New Subsidy Policies and Scenario b) Policy Paper or White Paper (10-20 pages)	April 30, 2024
4	Final Report	May 15, 2024

Qualification Requirements for Subcontractor

1. The Subcontractor is an organization (firm, company, institution) with a legal establishment in Indonesia.
2. The Subcontractor has at least 15 (fifteen) years of experience of extensive research in energy research and development policy such as renewable energy, fossil fuel, fiscal policy related energy, and electricity market.
3. The Subcontractor has at least 10 (ten) years of experience supporting government institutions related to energy including BAPPENAS, Ministry of Energy and Mineral Resources, Ministry of Finance, Ministry of Trade, DEN, and State-owned enterprises (PLN, PERTAMINA, etc.). Proof of work experience is required by submitting previous contracts.
4. The Subcontractor is able to provide a team of qualified and experienced experts to implement the scope of work. The proposed team should demonstrate technical expertise and have analysis and assessment skills in various areas, including (but not limited to): economic, financial, environmental, social, technical, and legal.
5. The proposed team members must demonstrate solid experience and strong understanding of concepts and themes particularly related fiscal policy, government planning, and energy transition.
6. Sophisticated professional demeanor, comfortable functioning at the highest levels of client organizations and governments; excellent presentation skills, including strong verbal and writing capabilities.

Qualifications of Experts and Support Personnel

In carrying out its work, business entities providing services must be able to provide experts with the following criteria.

Code	Role	Qualification and
P1	Team Leader	<ul style="list-style-type: none"> • Doctor/PhD degree in relevant subjects such as economic development, social sciences, public policies, law. • 15 years or more experience conducting research and or work in energy or power sector, economic development, public policies, fiscal. • 10 years' experience and exposure to leading project team for conducting research, engagement or assignment with donor, governments and or other institutions.
P2	Senior Researcher	<ul style="list-style-type: none"> • Master's degree in relevant subjects such as economic development, social sciences, engineering, public policies, law. • 10 years or more experience conducting research and or work in energy or power sector, economic development, public policies, fiscal. • Expert or specialist in: public policy, law and regulation, economic development, fiscal and taxation, energy and power sector, environment and government engagement specifically with Bappenas and MOF. <p><i>Subcontractor shall determine the number of senior researchers and the level of effort required to ensure that the output aligns with work described in the technical proposal.</i></p>
P3	Junior Researcher	<ul style="list-style-type: none"> • Bachelor's degree in relevant subjects such as economic development, social sciences, engineering, public policies, law. • 5 years or more experience conducting research and or work in energy or power sector, economic development, public policies, fiscal. • Expert or specialist in: public policy, law and regulation, economic development, fiscal and taxation, energy and power sector. <p><i>Subcontractor shall determine the number of junior researchers and the level of effort required to ensure that the output aligns with work described in the technical proposal.</i></p>

P4	Project Assistant	<ul style="list-style-type: none"> • Bachelor’s degree in relevant subjects such as economic development, social sciences, engineering, public policies, law. • 1 year or more experience and or exposure as project assistant and supporting role in research and or assignment for government, donors or other institutions. <p><i>Subcontractor shall determine the number of project assistants and the level of effort required to ensure that the output aligns with work described in the technical proposal.</i></p>
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Glossaries:

To avoid misinterpretation, in this Scope of Work, we are applying the terms and concepts as stipulated under the applicable regulations and the following abbreviation.

Abbreviation	Abbreviation	
	English	Indonesian
Bappenas	Indonesian Ministry of National Development Planning	<i>Badan Perencanaan Pembangunan Nasional</i>
DKTS	Integrated Social Welfare Data	<i>Data Terpadu Kesejahteraan Sosial</i>
EV	Electric Vehicles	<i>Kendaraan Listrik</i>
KPCPN	Committee for Covid-19 Handling and National Economic Recovery	<i>Komite Penanganan COVID-19 dan Pemulihan Ekonomi Nasional</i>
LPG	Liquefied petroleum gas	<i>Liquefied petroleum gas</i>
MEMR	Ministry of Energy and Mineral Resources	<i>Kementerian Energy dan Sumber Daya Mineral</i>
MOF	Ministry of Finance	<i>Kementerian Keuangan</i>
PSO	Public Service Obligation	<i>Kewajiban Pelayanan Publik</i>
TNP2K	National Team for the Acceleration of Poverty Reduction	<i>Tim Nasional Percepatan Penanggulangan Kemiskinan</i>
RPJMN	National Medium-Term Development Plans	<i>Rencana Pembangunan Jangka Menengah Nasional</i>

ATTACHMENT B – DETAILED BUDGET

PROPOSED DETAILED BUDGET

Offerors will propose detailed budgets for this activity, consisting of personnel/labor costs and expected other costs (travel, materials, etc. as needed). The successful offeror’s price proposal will be used to complete the deliverable/payment schedule found in Attachment A. All costs proposed should be exclusive of VAT costs/liabilities.

TABLE 1- Overall Subcontract Budget [SAMPLE]

EXAMPLE: DETAILED TIME AND MATERIAL BUDGET			Cost per Unit	Unit	Total
Personal Cost	(Fully-Burden Daily Rates)				
	P1 (Position Title)	(Person Name)	IDR 0.00	XX days	IDR 0.00
	P2 (Position Title)	(Person Name)	IDR 0.00	XX days	IDR 0.00
	P2 (Position Title)	(Person Name)	IDR 0.00	XX days	IDR 0.00
	P3 (Position Title)	(Person Name)	IDR 0.00	XX days	IDR 0.00
	P3 (Position Title)	(Person Name)	IDR 0.00	XX days	IDR 0.00
	P4 (Position Title)	(Person Name)	IDR 0.00	XX days	IDR 0.00
Subtotal Personal (A)					IDR 0.00
Consultant Other Experts	(External consultant, experts, organization, not direct employee)				
	(Position Title)	(Person Name)	IDR 0.00	XX days	IDR 0.00
	(Position Title)	(Person Name)	IDR 0.00	XX days	IDR 0.00
	(Position Title)	(Person Name)	IDR 0.00	XX days	IDR 0.00
Subtotal other consultants (B)					IDR 0.00
Focus Group Discussions	(Cost incurred for conducting events for FGDs and discussions)				
	FGD#1	(Number of Participants)	IDR 0.00		IDR 0.00
	FGD#2	(Number of Participants)	IDR 0.00		IDR 0.00
	FGD#3	(Number of Participants)	IDR 0.00		IDR 0.00
Subtotal FGDs (C)					IDR 0.00
Other direct cost	(Item description)		IDR 0.00		IDR 0.00
	(Item description)		IDR 0.00		IDR 0.00
	(Item description)		IDR 0.00		IDR 0.00
	Subtotal other direct cost (D)				
Total Cost (A+B+C+D)					IDR 0.00

Note that all events, other than the Offeror’s input, will be organized and funded by SINAR in coordination with BAPPENAS.

Prices quoted must be valid for 90 days, and account for ALL remuneration, per diem, travel, communications, report reproduction and other out-of-pocket expenses, taxes and other costs, **not including** the VAT tax that may be originated in Indonesia. On this basis Tetra Tech will issue a **Firm Fixed Price Subcontract**, and payment shall be based upon acceptance of services and deliverables described in the Attachment A.

