

## Minutes: Industry Briefing for Interested Organisations

<b>Activity</b>	Sanitation Greenhouse Gas (GHG) Emissions Research (W-2-11)
<b>Date</b>	Friday, 12 January 2024
<b>Time</b>	10 AM WIB Jakarta Time
<b>Location</b>	Zoom Webinar meeting

*Note: The PowerPoint deck presented during the Briefing for Interested Organisations (the Briefing) provided the structure and details for the content of the Briefing and is an integral component of the Minutes. The PowerPoint presentation is in Attachment A.*

### Introduction and Opening

The Industry Briefing started with an opening remark by Dina Syarifa, HR and Procurement Manager.

### About KIAT

Phillip San Jose (KIAT Program Manager) provided an overview of KIAT. KIAT is a 10-year facility to assist the Government of Indonesia (GOI) in achieving sustainable and inclusive economic growth through improved access to infrastructure for all people.

Phillip also highlighted that KIAT has been working with a range of stakeholders across the GOI, the private sector, multilateral development banks (MDBs) and civil society to achieve the following KIAT End-of-Facility Outcomes:

1. Improved GOI policies and regulatory frameworks for infrastructure development
2. High quality projects prepared and financed by GOI, the private sector and/or MDBs
3. High quality infrastructure delivery, management and maintenance by GOI
4. Infrastructure policies, design and delivery are more inclusive for women and people with disability
5. Improved policy, planning and design results in lower-emission, more climate-resilient infrastructure.

### About the Activity

Lutz Kleeberg (KIAT Lead Adviser Sanitation) discussed the background, scope of works and deliverables of the Sanitation Greenhouse Gas (GHG) Emission Research activity.

The activity has three components: emission data collection; national estimates; and policy engagement. The activity is expected to commence in March/April 2024.

### Procurement Process

Phillip San Jose (KIAT Program Manager) explained the tender evaluation criteria for both technical and financial proposals. His key points include:

- This is quality-cost based selection. Technical and financial evaluations are weighted 80% and 20%, respectively.
- The following are the technical assessment criteria (scored out of 100):
  - Criteria 1: Organisation's Experience and Capabilities - 20
  - Criteria 2: Approach and Methodology - 35
  - Criteria 3: Personnel – 45
- Only proposals that meet the minimum technical score of 70 will proceed to financial evaluation.
- The upper budget limit for this activity is AUD 2,200,000 (two million two hundred thousand Australian Dollars) excluding VAT/GST.
- Financial Proposals must be expressed in Australian Dollars.

Proposals should be submitted as per the instructions provided in the Request for Tender (RfT), both for the submission process and the sequencing of documents within Technical and Financial Proposals.

Organisations must submit tender documents (Technical and Financial Proposals) by email to [tender.box@kiat.or.id](mailto:tender.box@kiat.or.id) on or before Friday, 9 February 2024 (by 23:59 GMT+7)

Phillip enumerated the key dates for this tender. These are:

- 21 December 2023: RfT released to the market
- 2 February 2024: Tenderer enquiry cut off date
- 9 February 2024: Tender closure (submission deadline)
- February – March 2024: Evaluation, negotiation and contracting
- March/April 2024: Activity commencement

### **Additional Points to Note**

- Tenderers are encouraged to regularly visit the KIAT website (opportunities page) to view information or amendments regarding this RfT.
- If the size of Technical Proposal file is above 10MB, tenderers can split this into different emails during submission.
- Technical Proposal and Financial Proposal must be submitted in separate emails.
- There is a risk of submission delay due to email traffic during the last minutes of the submission deadline therefore submit with ample time to spare.

### **Briefing Questions and Answers**

Responses to questions asked by the participants are in Attachment B.

Jakarta, 15 January 2024  
KIAT Tender Evaluation Committee

**Attachment A: PowerPoint presentation**

## Attachment B: Industry Briefing Questions and Responses

#	QUESTIONS	KIAT RESPONSE
1	In the Task 1, the consultant is expected to collect emissions data, where "common systems (onsite sanitation system) should be sampled more intensively", do you have certain expectations for the number of sampling to represent the diverse condition across Indonesia?	<p>Typically, common systems (eg, onsite sanitation) should be sampled more intensively (ie, the proportion of sampling should roughly match the proportion of systems in use), including untreated domestic wastewater.</p> <p>For centralised systems, the various applied technologies should be acknowledged/considered in the research.</p>
2	Annex 1. Description of Services says that component 2 is to "estimate the national Indonesian GHG emissions emitted from the generation and management of human waste...". However, your slide here says it is to estimate emissions from the generation and management of "domestic wastewater". These seem like different things. Does "domestic wastewater" include unmanaged waste and management of faecal sludge?	Yes, in the context of this activity. "Domestic wastewater" includes unmanaged wastewater (black and grey) and the management of faecal sludge, as a key element of safely managed on-site sanitation.
3	In the DoS, there are no specific positions and qualifications requested. Can you specify?	<p>The tenderer shall propose a team with relevant research expertise/skills and experience to carry out the required services and take responsibility for the preparation of all activities and outputs. See section 7.2 of the Description of Services (DoS).</p> <p>Two core positions are specified in the DoS (Team Leader and Deputy Team Leader). A list of other required expertise/team skill requirements is stated in the DoS (table for Team Skills Requirements).</p>
4	What is the ballpark figure of the project? As the project is not seen in the procurement plan and no personnel requirement in which we typically have to estimate the budget.	The upper funding limit for the activity is AUD 2.2 million.
5	Where will be the location of the project?	The tenderer should propose the locations. Indicative distribution of population is as follows: 60% Java, 20% Sumatra, 20% East Indonesia
6	What is the man-month of the team requested	See response to question no. 3 above.
7	Is there a minimum number of ARF personnel that must be met in this position?	See response to question no. 3 above.

8	Could you please clarify whether this opportunity is exclusively open to internationally recognized universities or research organizations, or are consulting companies also eligible to participate?	Any legally registered international and national institutions with the relevant research capacities and experience are eligible to tender.  Per DoS, partnership between international and Indonesian institutions is anticipated for this activity.
9	Is there an exchange rate for AUD-IDR applied for this proposal?	No.
10	In the description of the work document (annex 1), "The Contracting organization must be an internationally recognized university or research organization" is this still applied ?	See response to question no. 8.
11	February 14th there will be a general election . Before & after the election will the government (include Bappenas & MPWH) be effective in handling the program (determined the location?)	KIAT will evaluate the tenders in February. At the earliest, the expected commencement of this activity is March 2024.
12	Could you share this morning presentation materials?	Industry briefing minutes (including the presented deck) will be published on KIAT website within five working days after the briefing.
13	Do you have limitation of age and nationality for Team Leader of Researcher	None.
14	There are many carbon emission calculators used to calculate scope 1, 2, and 3. Can this be our methodology in the proposal? Of course it will be related to the sanitation aspects in question. What about sanitation that in rural areas seems to be very simple and difficult to get communal sanitation in the village? Is this what is meant for individual/household sanitation?	It is the tenderer's responsibility to propose adequate methodologies for emissions calculations.  Individual/household sanitation refers to "onsite sanitation".
15	Is there any expectation for a climate financing expert in this project? What is the correlation between this project and climate financing?	The is no immediate correlation between the activity and climate financing however as part of team skill requirements (from DoS), knowledge on climate financing mechanisms is required.
16	Who will determine the location of the project? Which City in Java?	See response to question no. 5.
17	For financial proposal. What is the maximum downpayment of project cost. Is the a bond to be provided against the downpayment.	There is no advance payment that will be made to the contractor. The contractor is required to pre-finance the activity per relevant clause in the RfT. The contractor will submit to KIAT its invoices (reimbursable costs and management fee) every month.
18	City Classification: Small city (20.000 - 50.000 population), Average city (50.000 - 100.000 ), Large City (100.000 - 1 million), Metropolitan City ( 1 - 5 million), Megapolitan (> 5 million) as well as Village . which will be our pilot/ sample?	Systems in both urban and rural areas can be included as part of the sampling, noting that Indonesia's population is dominantly urban, and centralised and decentralised systems are mostly in urban

		areas. For onsite systems, tenderers should focus on factors relevant to emissions to determine appropriate contexts and locations.
19	Is it okay if we finish earlier than the 2-year timeline as long as we finished all the objective	Tenderers must comply with the intended 24-month implementation period.
20	Who will finance the implementation/contraction of the integrated sewerage system? Central or Regional Government) This is very important question, we need to identify the Regional Government who has budget?	Whilst infrastructure funding is a key element for the overall sector development scenario, it is not directly relevant for the implementation of this activity.