



The Energy Transition Partnership (ETP)

Preparation of the Indonesia's Enhanced Nationally Determined Contribution (NDC) Investment Roadmap for Energy Efficiency

Request for Short Consultancy Services

Scope of Work for BPA Consultant
August 2023

Amendment No. 1
29 November 2023

This is regarding the Scope of Work for BPA Consultant engaged under an existing BPA August 2023 (Request for Short Consultancy Services) agreed between Trama Tecnoambiental SL (TTA) and UNOPS/ETP for the implementation of consulting services regarding Preparation of the Indonesia's Enhanced Nationally Determined Contribution (NDC) Investment Roadmap for Energy Efficiency with [Purchase Order No. 3189517](#) signed on 29 August 2023.

The purpose of this Amendment No. 1 is to document the changes to assignment duration, reduction of level of effort and amendment of the payment schedule of the abovementioned Scope of Work for BPA Consultant engaged under an existing BPA August 2023.

The relevant sections indicated below are amended to read as follows:

Section: Assignment

5. ETP is seeking consultancy services to assist MEMR in preparing the EE Investment Roadmap under MEMR's guidance. The consultancy period will cover the period from 29 August to 15 December 2023.

6.g. Facilitate one hybrid FGD (up to 50 participants) in Jakarta, Jabodetabek area. The consultant will only provide personnel support for this task.

Section: Project Timeline

The project timeline, deliverable and payment schedule are updated as follows:

No.	Task	Timeline (Months)			Deliverable
		1	2	3	
1	Joining the initial kickoff meeting (briefing call) with ETP and MEMR to understand the assignment objectives and delivery timeline.				Milestone 1: 1. Inception report (work plan) 2. Donor and data mapping
2	Mapping and collating relevant data, information, and documents from relevant government agencies and stakeholders that can be used for developing the EE Investment Roadmap.				

3	Assisting MEMR team in reviewing relevant data, information, and documents related to the EE Investment Roadmap				
4	Joining online and offline meetings (FGDs, workshops, coordination meetings, etc) as guided/requested by MEMR.				Milestone 2: 1. Final report of EE Investment Roadmap (inclusive of online & offline meeting summary, added as part of amendment no. 1) 2. Ppt slide of draft and final EE Investment Roadmap 3. Report on ETP Results-based management framework (RBMF) (added as part of amendment no. 1)
5	Facilitate one hybrid FGD (up to 50 offline participants) and take meeting minutes and workshop summary.				
6	Drafting/writing the EE Investment Roadmap following the report outline (list of content) guided by MEMR.				
7	Preparing the dissemination material (presentation slides) of the draft and final EE Investment Roadmap (in Bahasa and English version).				
8	The final report of the EE Investment Roadmap.				

Section: Payment Schedule

6. The payment schedule will be divided by ETP into two times, with the detail of deliverables that need to be submitted for the payment as per the below table:

Deliverable	Submission Date	Payment
Milestone 1: Inception report and donor data mapping	22 September 2023	USD 10,012.5 (30%)
Milestone 2: Final report, PPT and RBMF	8 December 2023	USD 23,362.5 (70%)

7. UNOPS/ETP will approve and release payment upon confirmation of acceptance of the final report of the EE Investment Roadmap and consultant services by UNOPS/ETP.