



Partnership for Governance Reform in Indonesia

Request for Recruitment (RFR)

1.1.2.1 Support KemenPAN-RB in an effort to develop/adopt a system for COI reporting and declarations

Title	IT Consultant to Develop Conflict of Interest (COI) Management System based on Ministerial Regulation on COI Management
Period of Performance:	July 1 st – September 30 th 2024
Level of Effort:	35 days
Location:	Jakarta
Report to	IR-I Lead USAID INTEGRITAS KEMITRAAN

BACKGROUND

Kemitraan bagi Pembaruan Tata Pemerintahan (KEMITRAAN) is a multi-stakeholder organization established to promote governance reform. It works hand-in-hand with government agencies, CSOs, the private sector, and international development partners in Indonesia to bring about reform at both the national and local levels. KEMITRAAN builds crucial links between all levels of government and civil society to sustainably promote good governance in Indonesia. Since our inception in 2000, KEMITRAAN has established a wide range of multi-stakeholder networks at all levels. We work together with the government in mainstreaming good governance principles in public policy making, implementation and monitoring phases with evidence-based approaches.

Awarded on January 10, 2022, the Indonesian Integrity Initiative (INTEGRITAS) is a five-year program funded by USAID/Indonesia and implemented by KEMITRAAN, in collaboration with Indonesia Corruption Watch (ICW), Transparency International-Indonesia, and the Basel Institute on Governance, and in partnership with Indonesian civil society organizations (CSOs) and government agencies.

The goal of INTEGRITAS is to support the Government of Indonesia (GOI) in its corruption prevention efforts through enhancing civic engagement and strengthening a culture of integrity for both the public and private sectors. INTEGRITAS seeks to enhance Indonesian civil society capacity and role to more effectively partner with and support key GOI oversight institutions, while simultaneously ensuring sufficient preventative and oversight mechanisms are in place in the public and private sector.

The activity will cooperate and work with government and non-government key actors to achieve this goal through two interrelated intermediate results (IRs):

- IR 1: Implementation of transparent policies and practices that reduce conflicts of interest (COIs) increased.
- IR 2: Public education on, awareness of, and participation in anti-corruption efforts improved.

As part of its focus on corruption prevention, the USAID INTEGRITAS program includes a large range of activities related to improve the identification and management of conflicts of interest (COIs) that will contribute significantly to the reduced corruption practices in public service governance. Since 2023 KEMITRAAN has provided support to KEMENPAN RB to update relevant COI policies by conducting gap analysis on the Permenpan RB 37/2012 and its implementation then continued to support KEMENPAN RB in drafting the new PermenPAN RB on COI management.

In parallel, KEMENPAN RB will develop the COI management system which will be implemented based on the new Ministerial Regulation. This COI management system will involve potential COI management by registering interest, actual COI management by conducting declarations and monitoring evaluation of the COI management among ministries.

Following that, KEMITRAAN is seeking applications from qualified consultants with extensive experience in developing COI management systems and having great knowledge and experience in anticorruption will be preferred. The detailed tasks are listed under the sections of this document on Expected Outputs (Activities, Services and Work) / **“Scope of Work”**. Applicants whose application is determined to be within the competitive range may be contacted to answer additional questions, provide clarification, and/or present their applications after the applications submission deadline.

OBJECTIVES

KEMITRAAN and KEMENPAN RB aim to develop COI management system to support the implementation of new ministerial regulation on COI management.

OUTPUTS

The consultant will produce the following deliverables:

1. Assessment result of the available systems which can be utilized as COI management system;
2. COI management system that covers registering interest, COI declaration, and monitoring of COI implementation (business process);
3. Training manual development;
4. Delivering training to KEMENPAN RB staff related COI management system.

SCOPE OF WORK

KEMITRAAN and KEMENPAN RB seek an IT consultant to develop a COI management system. Tasks are expected to include, but are not limited to, the following:

1. In coordination with KEMITRAAN to develop a workplan;
2. Conduct assessment of the available system that can be utilized as COI management system;
3. Develop a COI management system that cover registering interest, COI declaration, and monitoring of COI implementation;
4. Produce the manual of COI management system;

5. Deliver training to KEMENPAN RB staff related COI management system;
6. In coordination with KEMITRAAN and KEMENPAN RB, he/she will lead the process of expert meeting and Focus Group Discussion with related stakeholders;
7. Facilitate consultative discussion with various related stakeholders;
8. Develop an executive summary both in Bahasa and English;

COMPETENCIES AND QUALIFICATIONS

The consultant will be selected through a competitive recruitment process. The consultant must have the following qualifications:

1. Individual with a master's degree in Computer Science, Information Science, Public Policy, Public Administration or a related field;
2. At least 10 years of experience in database management, IT systems, and application development;
3. Experience in developing data repositories and data exchange platforms based on Indonesian government/public datasets;
4. Previous work experience in engaging the Government of Indonesia or Civil Society Organizations entities on IT development;
5. Great knowledge on good governance and its implementation;
6. Good understanding on corruption and conflict of interest is preferable;
7. Excellent skill on workshop facilitation and stakeholder engagements;
8. Ability to produce high-quality reports both in Bahasa Indonesia and English;

DURATION AND ESTIMATED TIMELINE

The duration of the consultancy is 35 working days from June 24th to September 30th 2024. Estimated time allocations are expected to include the following:

No.	Activity	Estimated duration (days)	Schedule
1	Develop work plan	1	July
2	Conduct the assessment of the available system	5	July
3	Develop COI management system business processes	15	July to August
4	FGD and meetings with related stakeholders	4	July to August
5	Produce the manual of COI management system	5	August
6	Deliver training to KEMENPAN RB	2	September
7	Final report	3	September
	Total	35	

CRITERIA FOR SELECTING THE BEST OFFEROR

Candidates will be evaluated based on a cumulative analysis of the following criteria:

No.	Qualifications	
1.	Relevant work experience on similar assignments to develop management system	
2.	Previous work experience in engaging Government of Indonesia entities on IT development	
3.	Relevant technical skills	
4.	Language proficiency	
	Total	