

Annex A. Terms of reference

TERMS OF REFERENCE

INKLUSI CONSULTANT SERVICES STANDING OFFER (PANEL) FOR GEDSI EXPERT – REFRESH Year 2025

Ref.: INKLUSI RFP 2024-21

BACKGROUND

The Australia-Indonesia Partnership Towards an Inclusive Society, or INKLUSI, is working to increase the participation of marginalised groups in, and their benefit from, Indonesia’s socio-cultural, economic, and political development. INKLUSI works with government and civil society partners to advance their work in gender equality, the rights of persons with disabilities, and social inclusion. INKLUSI supports the Government of Indonesia’s (GoI) agenda for inclusion, including through national development plans and the Sustainable Development Goals. Specifically, INKLUSI works to ensure that all Indonesians benefit from:

- Improved access to services.
- Protection from violence.
- Economic resilience and livelihoods.
- Inclusive participation in development.

INKLUSI is a five-year bilateral Australian and Indonesian government program (up to A\$75 million over 2021-2026) with a possible 3-year extension of up to A\$45 million (2026-2029). It is partnering with 11 Indonesian civil society organisations (CSOs), 8 research partner institutions, and their networks across 32 provinces, >120 districts, and >800 villages in Indonesia. These partnerships are facilitated by the INKLUSI Secretariat.

CALL FOR CONSULTANTS / SERVICE PROVIDERS

INKLUSI aims to refresh its existing GEDSI and Intersectionality Expert Panel to support delivery and provide high-quality technical inputs in priority areas. **The program is seeking qualified individual consultants and/or organisations/companies (“service provider”) to join its GEDSI and Intersectionality Expert Panel.** The service provider will provide strategic advisory, technical inputs and capacity building services, which will be determined based on the future needs of INKLUSI. The service provider may be requested to provide service to the INKLUSI Secretariat, INKLUSI CSO partners, research partners, DFAT and its government counterparts.

OBJECTIVES

The GEDSI and Intersectionality Expert Panel will provide services to help integrate GEDSI into the delivery of INKLUSI outputs, activities and processes. INKLUSI’s GEDSI handbook ([Book 1](#), [Book 2](#) and [Book 3](#)) can be used as reference for this purpose.

SCOPE OF SERVICES

The GEDSI and Intersectionality Expert Panel is expected to provide services in these five focus areas:

- 1. Gender equality**
- 2. Disability inclusion**
- 3. Social inclusion**
- 4. GEDSI planning and policy**
- 5. GEDSI research**

Services to be provided will include:

- Advisory, technical inputs on INKLUSI policy focus areas, thematic areas/ hubs, guiding strategies and documents, research and advocacy agenda.
- Analysis, articles, briefs to support INKLUSI communications and awareness raising efforts, knowledge management, Monitoring Evaluation Research Learning and Adaptation (MERLA), and program planning.
- Peer review of INKLUSI project/activity concepts, designs, outputs and reports.
- Capacity building for INKLUSI Partners, DFAT, GoI counterparts as appropriate.
- Advisory, technical inputs, capacity building to support GEDSI mainstreaming in national and local government planning, budgeting and monitoring processes (for GEDSI planning and policy)
- Advisory, technical inputs, capacity building to support GEDSI mainstreaming in research (for GEDSI research)

Note that it is not necessary to have capacity and expertise in all focus areas specified in the above scope of services. We encourage interested candidates to specify their specialization and area of expertise and make it clear in their application documents.

SELECTION CRITERIA

Academic Qualifications:

Advanced Degree in Social Sciences, Gender Studies, Disability and Inclusion, Development Studies, or related field.

Experiences and Skills:

- Minimum 8 years' technical advisory experience in the area of expertise.
- Demonstrated experience and technical understanding of GEDSI considerations in the implementation of activities, planning and research in the context of Indonesia.
- In-depth understanding of GEDSI landscape and national/ regional context in Indonesia is required.
- Experience working with CSOs, academicians and government.
- Understanding of ethical considerations and safeguards, preferably based on DFAT requirements.

- Demonstrated expertise in undertaking social research and analysis, with a strong emphasis on inclusive and participatory approaches (For GEDSI research).
- Excellent writing skills both in English and Bahasa.
- Indonesian nationals encouraged to apply.

Attributes:

- Excellent analytical and critical thinking skills.
- Ability to communicate complex technical concepts clearly to diverse audiences.
- Strong engagement skills for working with government officials, CSOs and academicians.
- Cultural sensitivity and experience working in diverse, international contexts.

APPLICATIONS

Interested candidates should submit the following application documents:

- **A cover letter (1 page)**, outlining reasons for interest in providing the services, including specifying the candidates' area of expertise in line with INKLUSI's needs, and an explanation on how the candidate's qualifications and experiences meet each of the selection criteria.
- **Annex 1. Application Form**
- **Annex 2. Financial Proposal**
- **A current CV/resume** (no more than 5 pages) for each individual.
- **Examples of written work** (for individual) and/or Company Profile (for organization).

Individuals / Organizations who have been engaged with INKLUSI in standing offer agreement for other PANEL of expertise is welcome to apply for this service category.

EVALUATION

- Applicants (individual/organization) is welcome to apply for one or more of the focus areas as described on the Scope of Services.
- All applications will be evaluated by INKLUSI evaluation panellist to seek the conformity between the applied technical areas and the applicant's qualifications and experiences as well as the examples of works based on the related selection criteria.

TERMS OF ENGAGEMENT

The selected service provider will be incorporated into the INKLUSI GEDSI and Intersectionality Expert Panel. A Services Standing Offer agreement will confirm the service provider as the preferred sourcing to support implementation of INKLUSI. Members of the Panel will be engaged through specific Terms of Reference (TOR) commissioned by INKLUSI Secretariat as the need arises. The TOR will describe roles, tasks and responsibilities, outputs, activities, and timeframe for each assignment, which can be further developed and agreed upon together with engaged service provider in the contracting process. A Service Order will be issued to the service provider based on the TOR.

INKLUSI is funded

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