**RECRUITMENT NOTIFICATION**

|  |  |
| --- | --- |
| **Title of Service:** | **STC - Climate Change Specialist**  |
| RFQ Ref. Number: | INKLUSI RFQ-2025-02/02 |
| Summary of Service: | INKLUSI is seeking an individual consultant who has extensive expertise and experience in climate change. The consultant will be responsible for developing a strategy to integrate climate change into INKLUSI’s programming, and supporting its implementation by INKLUSI CSO Partners, INKLUSI Secretariat or other implementers. This will include provision of technical advisory and capacity development support for those entities, as well as other stakeholders as appropriate. Please refer to the Annex. A. TOR (Terms of Reference), for the details of requirements. |
| Proposal Submission: | 1. **The latest of proposal submission is Friday, 7 March 2025, COB (17.00 WIB)**
2. The proposal must consist of:
3. Cover letter
4. Financial Proposal
5. Updated CV which highlight the relevant academic qualifications, specialized training and pertinent work experience, and list of a minimum of 3 (three) professional references.
6. Proposal addressed to: INKLUSI Procurement, and sent by email to procurement@inklusi.or.id
7. Please write “Proposal STC: Climate Change Specialist”
 |
| Terms & Conditions: | 1. This request for quotation is issued by INKLUSI under the terms and conditions, INKLUSI reserves the right to seek quotes from any entities, accept or reject any quote, to terminate, extend, or vary its selection process for the Services, evaluate bids as INKLUSI sees appropriate; and negotiate with any one or more entities.
2. All Quotes must contain price, price terms, and tax included.
3. The bidder/seller/applicants agrees to hold the price in its offer firm for 30 days from the date specified.
4. Any questions or request for clarification related to this RFP could be addressed by email to: INKLUSI Procurement, Email: procurement@inklusi.or.id
5. ***“INKLUSI is an equal opportunity employer and value diversity and inclusion.”***
6. We thank all applicants, however only those shortlisted will be contacted.
 |
| Annexes: | Annex A. Terms of ReferenceAnnex B. Template of Cover Letter and Technical & Financial ProposalLink for download annexes: |