

Market consultation

202208122 – Consultant Indonesia Natural Ingredients

Organization: The Netherlands Enterprise Agency (RVO)

The Netherlands Enterprise Agency (in Dutch: **Rijksdienst voor Ondernemend Nederland, RVO**) supports private and public organizations with funding, international business partners, knowledge, and regulations.

More information about RVO can be found on: www.rvo.nl and <http://english.rvo.nl/>.

Purpose of the market consultation

The purpose of the market consultation is to identify interest of consultants or organizations available and able to carry out this assignment. So this market consultation is not a request for proposal, it is not allowed to send a proposal or motivational letter.

Extent and duration

The project will run from January 2023 until December 2024.

Budget indication

The maximum budget is EUR 100.000 *excluding 21% Dutch VAT (if applicable) and including all local VAT and fees.*

Purpose of the project

CBI is looking for a consultant in Indonesia to give support to the CBI Natural Ingredients project.

This project is focused on three sub sectors, namely:

1. botanical extracts;
2. essential oils and;
3. seaweed derivatives.

The consultant supports the CBI team of 4 international, 2 local experts and the CBI programme management. The project took off in 2019 and will continue until the end of 2024.

The consultant shall focus on two main tasks:

Firstly, the consultant shall provide logistical and organizational support to the project team and incoming CBI missions and shall represent CBI on the ground at the request of the CBI programme manager. The consultant shall work together on an equal basis with other consultants who are requested by CBI to organize specific sectorial missions and perform designated tasks.

Secondly, the consultant shall support the institutional expert who gives coaching and training to seven institutional stakeholders, among which are the Ministries of Industries, Trade and Marine Affairs and Fisheries and 4 sector associations (DAI, Astruli, Perkosmi, GP Jamu). All these institutions are member of the Steering Committee which convenes once a year with CBI to discuss planning, activities and objectives. The institutions are organized in 3 different working groups along the sub sectors. Separate support is also provided to the sector associations. The consultant provides technical support to the working groups, the sector associations and the Steering Committee meetings. The consultant will inform CBI about developments in the sector, changes within the ministries or opportunities for CBI to cooperate with ministries or other stakeholders or parties.

The service provider is expected to:

- Prepare incoming missions of the project team and other experts contracted by the project under the guidance and at the request of the CBI programme manager;
- Work together on an equal basis with other consultants who are requested by CBI to organize missions or meetings;

- Exercise excellent relations with the local institutional stakeholders and other donors in the project, whereby foremost representing CBI's interest;
- Give technical support to the local institutional working groups under the guidance of the international institutional expert and the CBI programme manager;
- Give technical support to sector associations at the request of the institutional expert and CBI programme manager;
- Represent locally (the interest) of CBI in meetings and workshops for which CBI is invited and after approval of and input from the CBI programme manager;
- Assist CBI locally in identifying local expertise for required services;
- Join in monthly (online) team meetings of the project team whereby sharing developments in the sector and indicating opportunities for CBI.

Result

We expect to find an institutional consultant with organisational and technical skills in the field of seaweed, essential oil and plant extracts.

Required skills/experience

We expect a local consultant who:

- must be resident in Indonesia, preferably in Jakarta (where most of the meetings do take place), in order to limit the (international) travel movements;
- must be able to assist from the local situation, without the need for a plane trip, moreover to minimize CO2 consumption;
- is capable of understanding the interest of CBI and acts accordingly in the local context;
- has good contacts with the (government) institutions of these product groups and the exporting industry;
- must be able to coordinate and organize well, speaks excellent Bahasa and English, has substantive knowledge of the sector, is independent and neutral (i.e. the expert does not work at one of the institutions or is contracted by one of the institutions otherwise) and has experience in working with foreign organizations;
- must be able to work well with international sector experts and local consultants. The assignment consists partly of logistical tasks (organizing missions and training/conferences) and partly of substantive tasks in the institutional field;
- has excellent coordinating and cooperative skills as the consultant will work with many stakeholders and experts.

Application procedure

Interested companies are invited to respond to Mr. Q. Stoutjesdijk by e-mail quintin.stoutjesdijk@rvo.nl, with a copy to Ms. M. Maessen - Klomp, mmaessen@cbi.eu. Please include your company information and address.

The deadline for responding to this notification is set at **14th of September 2022, 12.00 PM CET**.

Based on the market consultation, RVO can decide to start a procurement procedure. Interested companies/consultants can be invited to this procedure. Your response to this market consultation does not mean you have the right to be invited to this procurement procedure. In case of a follow-up process, no distinction will be made between parties that have or have not participated in the market consultation.

Yours sincerely,

Quintin Stoutjesdijk
Procurement Consultant

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Procurement Office
Ministry of Economic Affairs and Climate Policy
Netherlands Enterprise Agency