

Jakarta, 06 July 2026

Number: RFP/Policy Recommendation on Legal Aid/013-06-2026

Subject : Request for Proposal for Development of Policy Recommendation for The Transformation of Integrated Access to Justice: Legal Aid Delivery Mechanisms

Attention

Potential Subcontractors

Dear Sir/Madam,

DT Global supports the implementation of the Australia Indonesia Partnership for Justice Phase 3 (AIPJ3). AIPJ3 is a five-year program funded by the Australian Department of Foreign Affairs and Trade (DFAT) to work in partnership with the Government of Indonesia (GOI) to support advancement of its priority law and justice reforms and contribute to the overall goal of “Strong and accessible justice and security institutions uphold the rule of law and contribute to stability and prosperity in Indonesia and the region”.

AIPJ3 has the following end-of-program outcomes (EOPOs):

- EOPO 1: Justice institutions develop and implement policies, plans, budgets and practices that advance the rule of law and economic development in the priority areas of accountability and transparency, criminal and commercial law reform
- EOPO 2: Justice institutions and partners implement and adapt policies, plans, budgets and practices that contribute to preventing violent extremism and addressing transnational crime
- EOPO 3: Justice institutions develop and implement policies, plans, budgets and practices that advance equal access to justice for women, children and persons with disabilities
- EOPO 4: Government of Indonesia, Government of Australia and non-government organisations deepen partnerships in the justice and security sectors for mutual benefit.

In line with AIPJ3's focus on strengthening access to justice, particularly under EOPO 3, legal aid remains an important area for supporting inclusive and accessible justice services for poor and vulnerable groups. A strong understanding of the current legal aid landscape is essential to identify existing gaps, challenges, opportunities, and areas for policy improvement.

AIPJ3 is seeking a qualified Subcontractor to support Ministry of National Development Planning (Bappenas) for conducting a comprehensive analytical study on the current landscape of legal aid provision in Indonesia. The study will examine existing policies, institutional arrangements, implementation practices, funding mechanisms, service delivery models, and key challenges affecting access to legal aid, particularly for poor and vulnerable groups.

Interested organisations are invited to submit their technical and financial proposals, together with the other documents outlined in the Request for Proposal document, no later than **20 July 2026 at 23:59 Jakarta time (GMT +7)**.

Sincerely,

Endang Dewayanti

Senior Operations Manager



REQUEST FOR PROPOSAL DETAILS

GENERAL INFORMATION

RFP Title	Development of Policy Recommendation for the Transformation of Integrated Access to Justice: Legal Aid Delivery Mechanisms
RFP No.	RFP/Policy Recommendation on Legal Aid/013-06-2026
Duration	Ten (10) months (estimated starting in August 2026 to May 2027)
Issuance Date	29 June 2026; 06 July 2026
Contract Type	Subcontractor Agreement The contract template is available and can be downloaded from the following link of DT Global's Subcontractor Agreement <i>Tenderers should familiarize themselves with the content of this template to ensure they can execute any contract without delay.</i>
Date of Briefing session	13 July 2026 from 10.00 AM – 11.00 AM Jakarta time (GMT +7). The briefing will be conducted online. Interested parties should register through this link: Briefing Registration on 10 July 2026, at 16.00 Jakarta Time (GMT +7) at the latest.
Closing date for proposal submission	20 July 2026, 23:59 Jakarta time (GMT +7) electronically via AIPJ.General@aipj.or.id before the tender closing time. Note: Hard copies are not required, and late submissions cannot be accepted.
Questions from interested parties on tender document	All queries pertaining to the RFP must be made in writing and submitted through this link: Questions no later than 9 July 2026, 17:00 Jakarta time (GMT+7). All questions and requests for clarification and the responses will be circulated to all RFP recipients. Only the written answers issued by AIPJ3 will be considered official and carry weight in the RFP process and subsequent evaluation. Any verbal information received from employees of AIPJ3, DT Global or any other entity should not be considered as an official response to any questions regarding this RFP.
AIPJ3 Contact and Address	Grants and Contracts Unit Email: AIPJ.General@aipj.or.id
Tender Validity Period	90 days
Scope of services	Refer to Attachment 3. Terms of References
Proposal Requirements	The minimum content and format proposal requirements are:

Australia-Indonesia Partnership for Justice Phase 3 (AIPJ3)

International Financial Centre (IFC), Tower 2, Level 23
Jl. Jend Sudirman Kav. 22-23, Jakarta 12920
email: aipj.info@aipj.or.id

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	A. Company Profile Company profile should describe the organisation's relevant experiences and available resources to demonstrate the capacity of organization for delivering the scope of works, this includes the Curriculum Vitae and short biographies of the proposed personnel for this program. It can be seen on Attachment 2. B. Technical and Financial Proposal The technical proposal must include detailed capacity organization, approaches and methodologies to deliver the development of Policy Recommendation for the Transformation of Integrated Access to Justice: Legal Aid Delivery Mechanisms The financial proposal must include : Personnel cost for all personnel involved in the research on the Development of Policy Recommendations for the Transformation of Integrated Access to Justice: Legal Aid Delivery Mechanisms o It can be seen on Attachment 2. C. Administrative documents, including Tenderer's Declaration and Commitment Letter on Compliance with Value-Added Tax Exemption (VAT) procedures as stated in Attachment 1. If any of the above documentation is not complete, then the tender will be deemed noncompliant and AIPJ3 has the right to not accept the proposal. Maximum file size per email attachment is 25MB
General conditions	a. Fonts at least 12 points b. Proposal must be written in English AIPJ3, DFAT logo or logos external to the submitting tenderer should not be affixed
Assessment	The Assessment Panel will undertake an overall assessment of Value for Money, taking into consideration: a. Technical Assessment. b. Financial Assessment. Detailed information can be seen on the Selection Criteria stated in this tender document.
Contract Award	The award may be made to a responsible tenderer whose offer follows the RFP requirements, meets the eligibility requirements, and meets or exceeds the minimum required technical specifications, and is judged to be the best value for money based on technically acceptable basis, fulfil performance standard, quality of material, functionality of design, risk profile, and price. AIPJ3 reserves the right, at its absolute discretion, not to proceed with any tenderer. Bidders are requested to submit their best offer, including both financial quotation and technical proposal. It is anticipated that the award will be made based on the original quotation and technical proposal submitted. However, AIPJ3 reserves the right to undertake any of the following actions: AIPJ3 may conduct negotiations with and/or request clarifications from any bidder prior to award.

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	• AIPJ3 may cancel this RFP at any time. • Please note that in submitting a response to this RFP, the bidder understands that any protest hereunder must be presented in writing with full explanations to AIPJ3 for consideration. AIPJ3, at its sole discretion, will make a final decision on the protest for this procurement.
Limitation	A comprehensive Due Diligence will be conducted by AIPJ3 with the preferred subcontractor prior to contract signing. Communication other than that explained above is restricted.

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Attachment 1 – Administrative Document Requirements

The Prospective Subcontractors are required to submit the following documents:

1. Cover Letter Summary of Organization's General Information to include:
 - Subcontractor's Name:
 - Corporate Taxpayer Number:
 - Company Address:
 - Company Contact details (Phone & Email Address):
 - Name of the Project Responsible Person:
 - Contact details (Phone & Email Address):
2. Deed of establishment and approval from the Indonesia Ministry of Law and Human Rights, including notarial deeds or any relevant deed of establishment, as applicable.
3. Organisation Tax Identification Number (NPWP)
4. Organization's Domicile letter (*Surat Izin Domisili*)
5. Due Diligence Preliminary Statement
6. Signed Tenderer's Declaration.
7. Commitment Letter on Compliance with Value Added Tax (VAT) Exemption Procedures

DUE DILIGENCE PRELIMINARY SUPPLIER STATEMENT

The due diligence process will assess organisational capacity to deliver the scope and meet DFAT policy requirements (finances, human resources, safeguarding and risk management, governance structures, etc.).

The Applicants must complete the Due Diligence Preliminary Supplier Statement as part of the Call for Proposal document. This provides DT Global with an initial partner risk profile but is not part of the tender evaluation scoring.

The Due Diligence guidance note and Due Diligence Preliminary Supplier Statement can be downloaded through this link: [Due Diligence Guidance note](#) and [Due Diligence Preliminary Supplier Statement](#)

The selected applicants will be required to complete a Due Diligence Assessment before contract is awarded. This must be supported by evidence that DT Global can verify.

This is in line with DFAT's Due Diligence Framework. Details of information that will be sought as part of this can be found here <https://www.dfat.gov.au/sites/default/files/due-diligence-framework.pdf>



TENDERER'S DECLARATION

Deed of Declaration

I *[insert name]*, on behalf of *[insert Company Name]* declare that:

[Company name] offer the services in the attached proposal at the prices quoted, upon and subject to the conditions of the Request for Proposal.

Our offer remains open for acceptance by DT Global for a duration of ninety (90) days from the date of closure of tenders.

We have not prepared our application with the benefit of information obtained from a current or former employee of DT Global or the Client/Donor in circumstances that constitute a breach of confidentiality or fidelity on the part of that person; or with the benefit of information otherwise improperly obtained.

We are able to provide Technical Advisers as per our tender response for a full duration of **xx** months (**insert relevant duration of project**), as per the Terms of Reference.

We have disclosed below (to the best of our knowledge) any matter that may materially affect our performance of the contract, including but not limited to: any security, probity or integrity issue, including current or pending investigations or enquiries by any government, law enforcement, or regulatory body; financial capacity and viability to perform the services.

Disclosure: ____

Signed: ____

Position: ____

Date: ____

The tenderer's declaration form can be downloaded through this link: [Tenderer's Declaration Form](#)

VALUE ADDED TAX (VAT) EXEMPTION

The Australia–Indonesia Partnership is a form of technical cooperation between the Government of Australia and the Government of the Republic of Indonesia, established under the General Agreement on Development Cooperation (GADC) and subsequently formalised through Presidential Decree (Keputusan Presiden) of the Republic of Indonesia No. 54 of 1999.

In accordance with the Regulation of the Minister of Finance of the Republic of Indonesia (PMK) No. 59 Year 2024, certain transactions related to programs or activities funded by foreign or domestic grants (hibah luar negeri / dalam negeri) are eligible for tax exemption. The purpose of this regulation is to support the effective and efficient implementation of grant-funded activities, ensuring that funds are fully utilized for program objectives rather than tax obligations.

To comply with this regulation, AIPJ3 will facilitate the VAT exemption process for vendors and will conduct a briefing session following the signing of the Deed of Standing Offer Agreement. For the purpose of tender documentation, organisations that are registered taxable entrepreneurs (Pengusaha Kena Pajak) are requested to sign a Commitment Letter on Compliance with VAT Exemption Procedures as below.

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COMMITMENT LETTER ON COMPLIANCE WITH VALUE ADDED TAX (VAT) EXEMPTION PROCEDURES

Ref. No:

The undersigned below:

Company Name :

Company Address :

Tax Identification Number (NPWP) :

Director's Name :

Position :

Hereby declares that:

Our company agrees to comply with all procedures related to the implementation of VAT exemption as stipulated in the Regulation of the Minister of Finance of the Republic of Indonesia Number 59 of 2024 concerning Procedures for the Imposition, Collection, and Reporting of Taxes in the Implementation of Foreign and Domestic Grants.

We understand that the implementation of the VAT exemption includes the obligation to:

1. Provide supporting documents as required by the Directorate General of Taxes and relevant institutions;
2. Comply with the verification and approval process from the AIPJ3;
3. Not collect and/or pay taxes on transactions that qualify for VAT exemption in accordance with the prevailing regulations.

This statement letter is made truthfully to be used accordingly.

[Place], [Date]

Sincerely,

[Full Name of Director]

[Position]

The statement letter above can be downloaded through this link: [Statement Letter to comply with the value added tax exemption procedures](#)



Attachment 2 - TECHNICAL & FINANCIAL PROPOSAL

TECHNICAL PROPOSAL

The technical proposal, must contain the following parts in the order as below:

- Part A: Company profile
- Part B: Approach and Methodologies
- Part C: Key Personnel

The technical proposal document will be no more than fifteen (15) A4 typewritten pages (excluding annexes).

Part A: Company Profile

The organisation will inform the organisation's focuses, vision and missions, skills, experiences, and resources to demonstrate the capacity and capability of organization for delivering the program, include portfolios from the previous project and summary of past experiences sheet using the following format.

Annex 1: Experience Sheet

The Prospective Subcontractors may provide up to three (3) examples (1 page maximum each example) describing similar work they have conducted previously.

Activity Name	
Activity Value	
Activity Location	
Activity Duration	
Client / Donor	
Year Completed	
Brief Description of the activity and the Subcontractor's role:	
Brief description of activity outcomes:	
Brief description of any Subcontractor performance issues and their resolution:	
Statement of the similarities between this activity and the requirements of the activity currently being tendered and how this activity supports your statements addressing the evaluation criteria:	
Nominated Activity Referees	
1. Name, address, email and phone	
2. Name, address, email and phone	

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Part B: Approaches and Methodologies

The Prospective Subcontractor will inform relevant strategies and approaches to implement the program, includes the development of a realistic workplan and aligned with the required deliverables, a logical sequence of tasks, and clear results that contribute to the request for proposal's objectives.

Annex 1: Workplan

The Prospective Subcontractors must submit a full work-plan (e.g. excel or similar showing critical activities) with timing and events to fulfil the scope of work (no more than one page).

No.	Activity Name	Aug 2026	Sept 2026	Oct 2026	Nov 2026	Dec 2026	Etc.
1							
2							

Part C: Program Personnel

The Subcontractor will inform the specified key personnel who will deliver the program during the implementation period completed with their CVs attached and provide summary information of their key roles and responsibilities.

The personnel Curriculum Vitae for each personnel must be attached using the following format.

Annex 1: CV Format

CV Format

Name and Contact details	(insert email/phone numbers)
Nationality / Resident status	(insert nationality and permanent resident status)
Professional Qualifications	Insert education qualifications including institution and date of award
Professional Work Experiences	Insert details of relevant experience including duration and extent of inputs
Name and contact details of two referees (name & position, address, email, phone)	Referees must be available to provide comment during the time of selection. Tenderers must ensure that referees are available or provide alternative referees if they are not available. Referees must be able to provide comments in English and must not have an actual or potential conflict of interest. Referees, therefore, must not be: an employee of, the holder of a current executive office within the organisation of or have a business in association with the tenderer or a subsidiary

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	organisation of the tenderer; included in the application as a proposed consultant; or a DT Global or Client/Donor employee
"I, [insert name], declare that: (a) The information provided in this CV is accurate and hereby authorize DT Global to make whatsoever inquiries it may consider reasonable and necessary to undertake in the course of the application assessment in relation to the information I have provided in this CV, or any other matter which may relate to my suitability for the position for which I have been nominated; and (b) I am available to participate with company (insert company name) in this program. Signed [insert signature] date:	

FINANCIAL PROPOSAL

The Prospective subcontractor shall submit a financial proposal outlining the total cost of providing the services. The proposed cost should cover personnel costs only for the Development of Policy Recommendation for the Transformation of Integrated Access to Justice: Legal Aid Delivery Mechanisms. Any activity-related costs for this program i.e. data collection, Forum Group Discussion (FGC), Validation Workshop, and etc, it will be covered separately by AIPJ3.

The prospective subcontractor may propose its preferred payment terms for the services. However, any proposed payment terms will be subject to negotiation and final agreement with AIPJ3 and may be adjusted to ensure alignment with AIPJ3 policies, VAT exemption procedures, and contractual requirements.



Attachment 3. SCOPE OF SERVICES

Terms of Reference

Development of Policy Recommendation for The Transformation of Integrated Access to Justice: Legal Aid Delivery Mechanisms

A. Background

Access to justice is a fundamental human right whose recognition has been institutionalized at both the international and national levels. More specifically, one of the Priority Activities under Indonesia's 2025–2029 National Medium-Term Development Plan (RPJMN) is the Transformation of Access to Justice, under which the provision of services and the strengthening of access-to-justice policies form a key development focus.

In 2021, Indonesia's Access to Justice Index score was 53.8 out of 100, placing it within the “Moderate” category. Findings indicate that, compared to the total population potentially experiencing legal problems, the availability of legal assistance remains highly inadequate. This is despite the existence of numerous legal aid initiatives implemented by various government institutions, including the Ministry of Law through the National Law Development Agency (BPHN) and its accredited Legal Aid Organizations (OBHs), the Supreme Court, and the Attorney General's Office of the Republic of Indonesia.

Preliminary research suggests that these limitations in legal assistance services may stem from the fact that the expansion of legal aid coverage has not been accompanied by an integrated implementation mechanism. Each ministry and government institution operates under separate operational standards that are not interconnected, both in terms of service delivery procedures and budgeting arrangements. BPHN, through accredited Legal Aid Organizations, administers litigation and non-litigation legal aid schemes; the Supreme Court provides legal aid services through Court-Based Legal Aid Posts (Posbakum); while the Attorney General's Office and local governments implement their own mechanisms independently and in parallel.

This fragmentation reflects the absence of a coherent policy architecture governing the provision of legal aid in Indonesia. Currently, there is no single coordinating framework capable of addressing fundamental questions such as: who serves whom, using what resources, and for which types of cases. The lack of interconnectivity among these mechanisms may lead to duplicated financing and inefficient allocation of resources.

First, accountability in the provision of legal aid becomes unclear because there is no comprehensive picture of the total national resources allocated to legal aid services. Second, this lack of clarity may result in inefficiencies, whereby budgets that could otherwise be optimized to improve service quality and expand legal assistance coverage are instead diminished by overlapping financing arrangements and uncoordinated programs. Consequently, access to legal aid for the primary target groups remains suboptimal.

Based on these findings, a comprehensive study is needed to examine the legal aid mechanisms currently in place and to formulate an Integrated National Access to Justice Mechanism. Through this mechanism, policy recommendations will be developed regarding points of interconnection, shared standardization requirements, and a more integrated coordination framework for the delivery of legal



aid services. This will help ensure that expanded access to justice is accompanied by improved service quality and effectiveness.

B. The Objective of the Service

The primary of this service is to produce policy recommendation for The Transformation of Integrated Access to Justice: Legal Aid Delivery Mechanisms. Specifically, the selected organisation is expected to:

1. Map and analyse the existing legal aid mechanisms operated by relevant Ministries and Institutions, including but not limited to the Ministry of Law (BPHN/OBH), the Supreme Court (Posbakum), the Attorney General's Office, and regional governments, covering service delivery modalities, target beneficiaries, operational standards, and budget allocations.
2. Identify gaps, overlaps, and inefficiencies arising from the fragmented and parallel implementation of legal aid programs across institutions.
3. Develop a blueprint for an Integrated National Mechanism for Access to Justice (Mekanisme Nasional Akses terhadap Keadilan Terpadu) on legal aid delivery mechanism that defines clear interconnections between existing schemes.
4. Formulate actionable policy recommendations on standardisation, coordination frameworks, and resource optimisation to strengthen national access to justice as mandated under RPJMN 2025–2029.

C. Scope of Work

The scope of work for the selected organization will cover the following:

1. Designing and executing the research methodology, including desk review, stakeholder interviews, and field data collection, in coordination with the Bappenas project team.
2. Conducting primary and secondary data collection across all relevant Ministries, Institutions, and legal aid providers at national and sub-national levels.
3. Facilitating and documenting focus group discussions and key informant interviews with relevant stakeholders.
4. Producing all deliverables on schedule and to the quality standards agreed upon at the inception stage.
5. Presenting interim and final findings to Bappenas and relevant government counterparts for feedback and validation.
6. Incorporating feedback from the validation process into the final versions of all deliverables.
7. Maintaining confidentiality of all data and information obtained during the engagement.

In particular, the selected organisation will provide the following reports or study:

1. **Landscape Report:** A comprehensive mapping report documenting the legal aid ecosystem across all relevant institutions, including service coverage, operational procedures, financing mechanisms, and beneficiary data.
2. **Gap and Overlap Analysis:** A structured analytical report identifying areas of duplication, underfunding, accountability gaps, and misalignment between institutional programs.
3. **Integrated National Mechanism Design:** A policy design document proposing the architecture of a *Mekanisme Nasional Akses terhadap Keadilan Terpadu*, including proposed



interconnection points, shared minimum standards, and a coordination framework among relevant stakeholders.

4. **Policy Recommendations Brief:** A concise, decision-ready brief containing prioritised policy recommendations for Bappenas and relevant Ministries/Institutions, including proposed regulatory or institutional adjustments needed to operationalise the integrated mechanism.
5. **Stakeholder Engagement Summary:** A report documenting consultations conducted with key government counterparts, legal aid organisations, and relevant civil society actors.

All outcomes listed above shall be consolidated and presented as a single integrated **Research Report**, which will serve as the primary reference document for policy deliberation and follow-up action by Bappenas and relevant Ministries/Institutions.

D. Deliverables

The following are the proposed deliverables from the selected organisation:

Deliverables	Description	Indicative Date
Deliverable 1 Inception Report	Finalised research methodology, data collection instruments, stakeholder engagement plan, and a preliminary desk review of existing legal aid policies, regulations, and institutional mandates across relevant Ministries and Institutions.	September 2026
Deliverable 2 Landscape and Mapping Report	Comprehensive documentation of current legal aid mechanisms, covering service delivery modalities, target beneficiaries, operational standards, and budget allocations across BPHN/OBH, Supreme Court, Attorney General's Office, and regional governments.	December 2026
Deliverable 3 Gap and Overlap Analysis Report and Preliminary Mechanism Framework	Structured analytical findings on duplication, financing inefficiencies, accountability gaps, and program misalignment, alongside stakeholder consultation results and a preliminary draft architecture of the Integrated National Mechanism, including proposed interconnection points and coordination framework	March 2027
Deliverable 4 Full Draft Integrated National Mechanism, Policy Recommendations Brief, and Final Research Report	Complete proposed architecture of the <i>Mekanisme Nasional Akses terhadap Keadilan Terpadu</i> with shared standards and policy recommendations, presented for stakeholder validation no later than mid-April, with the consolidated Final Research Report submitted by end of May 2027.	May 2027

E. Cost Proposal

The maximum allocated budget for this service is **IDR 125,000,000** and payment will be made on a milestone basis, subject to satisfactory completion and submission of deliverables by the selected organisation.

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The proposed cost should cover personnel costs only for the Development of Policy Recommendation for the Transformation of Integrated Access to Justice: Legal Aid Delivery Mechanisms. Any activity-related costs for this program i.e. data collection, Forum Group Discussion (FGC), validation workshop, and etc, it will be covered separately by AIPJ3.

F. Program duration

The program is expected to be completed within ten (10) months, estimated to start in August 2026 to May 2027.

G. Program Reporting

The selected organisation will report to Bappenas through coordination with the AIPJ3 Bappenas Secretariat team.

H. Selection Criteria

The panel will assess technical proposals based on the following criteria:

Criterion	Description	Weighting
Capacity of Organization or Key Personnel	a. The selected organisation (civil society organisations, think tanks, or academic/research institutions) is required to meet with general requirements are below: The organization is legally registered in Indonesia b. The organization and/or key personnel must possess sufficient qualifications and experience to conduct study, as outlined below: - Proven track record with proof of demonstrated experience in policy research, legal reform, or public administration, with a focus on access to justice, legal aid, or human rights. - Proven track record in conducting comprehensive policy mapping and institutional analysis involving multiple government stakeholders at national level. - Strong understanding of Indonesia's legal aid ecosystem, including the roles and mandates of BPHN, the Supreme Court, the Attorney General's Office, and regional government mechanisms. - Familiarity with Indonesia's national development planning framework, including RPJMN and related policy instruments. - Demonstrated experience in developing policy recommendations or institutional design proposals intended for government adoption. - Proficiency in qualitative research methods, including stakeholder interviews, focus group discussions, and document analysis.	40%

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Criterion	Description	Weighting
	• Excellent written and verbal communication skills in Bahasa Indonesia, with the ability to produce clear, structured, and decision-ready policy documents. • Submission of a portfolio of prior work samples directly relevant to this engagement (e.g., institutional assessment reports, policy papers, or comparable studies), as published documents, executive summaries, or links to publicly accessible outputs. For institutional applicants, the portfolio should reflect work undertaken by the proposed team members or the institution as a whole. c. Prior engagement with Bappenas, Kementerian Hukum, or other central government institutions on justice sector reform or legal aid policy. d. Experience working within or alongside international development frameworks related to Rule of Law, SDG 16, or access to justice programming. e. Knowledge of budgeting and public financial management as it applies to cross-institutional government programs, particularly in identifying fiscal inefficiencies or overlap. f. Familiarity with monitoring and evaluation frameworks for justice sector programs, including experience with the <i>Indeks Akses terhadap Keadilan</i> or similar indices. g. Experience facilitating multi-stakeholder validation processes or inter-ministerial consultations. h. Proficiency in English for reviewing international literature and, if required, producing English-language summaries of findings.	
Approach and Methodologies	1. Understanding of the Assignment Demonstrates a clear understanding of the study objectives, scope of work, key policy issues, and the institutional landscape of legal aid and access to justice in Indonesia. The proposal should reflect an understanding of the challenges arising from fragmented legal aid mechanisms and the need for an integrated national approach. 2. Research Design and Methodology Presents a robust, feasible, and appropriate methodology for undertaking the study, including policy and regulatory review, institutional mapping, stakeholder analysis, primary and secondary data collection, key informant interviews, focus group discussions, and analytical approaches to identify gaps, overlaps, and inefficiencies.	60%

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Criterion	Description	Weighting
	3. Stakeholder Engagement and Consultation Strategy Provides a clear approach for engaging relevant Ministries, Institutions, legal aid providers, regional governments, civil society organisations, and other key stakeholders. The proposal should demonstrate how stakeholder inputs will be collected, validated, and incorporated into the study findings and recommendations. 4. Analytical Framework and Quality Assurance Demonstrates a clear framework for analysing institutional arrangements, financing mechanisms, service delivery models, and coordination challenges. The proposal should include measures to ensure data quality, analytical rigour, confidentiality, and consistency throughout the research process. 5. Work Plan and Deliverables Presents a realistic and well-structured implementation plan with clear activities, timelines, milestones, and responsibilities. The work plan should demonstrate the organisation's ability to deliver all required outputs within the specified timeframe and in accordance with the expected quality standards. 6. Practicality and Feasibility of the Proposed Integrated Mechanism Approach Demonstrates a practical and evidence-based approach to developing the proposed Integrated National Mechanism for Access to Justice, including consideration of institutional mandates, coordination arrangements, implementation feasibility, and sustainability of the proposed recommendations.	

I. Procurement Process

The table below provides an indicative key date regarding the call for proposals process:

Date	Activity
29 June 2026; 6 July 2026	Request for Proposals is advertised
9 July 2026	Written Questions/answers
13 July 2026 (10.00 – 11.00 JKT Time)	Briefing Session (online)
20 July 2026 (23:00 Jakarta Time)	Closing date for proposal submission
21 – 27 July 2026	Selection process including presentation session
28 July – 15 August 2026	Shortlisting notification, due diligence, budget negotiation, approvals, and contract signing
18 August 2026 (estimated)	Commencement work

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