

TERMS OF REFERENCE FOR CONSULTANTS

A. Selection Profile: Transport/Infrastructure Specialist

Department/ Division:	Economic Research and Regional Cooperation Department/Office of the Chief Economist and Director General, ERCD (EROD)		
Project:	C-TA 0013-INO: Sustainable Infrastructure Assistance Program		
Expertise:	Transport engineering, civil engineering, transport economics and planning, logistics analysis	Expertise: Group	
Consultant type:	Individual		
Method of Selection:	Individual consultants selection		
Engagement Period:	4 Person Months (18/08/2017 – 18/12/2017)	Budget	Est./Max. \$64,000
Source:	International	Type:	Intermittent
Est. Shortlisting Date:	04/08/2017	Est. Commence Date:	18/08/2017
Professional Group:	C	Job Level:	6

B. Project Background

1. Indonesia. In December 2016, Indonesian President Joko Widodo reiterated the Government's plan to develop seven areas bordering parts of Malaysia, Timor-Leste and Papua New Guinea to promote commerce, reduce poverty, improve general living standards, and attract workers and their families to help reduce severe agglomeration in Java's major urban centers. One area highlighted in the government's plan is to promote cross-border trade and investment and encourage the economic and social development of areas along the border, as cross-border cooperation opens opportunities for wider regional cooperation, especially along sub-regional economic corridors. Under the Government's plan, an urgent need is to develop Eastern Indonesia through improving cross-border trade and other activities with Timor-Leste.

2. Timor-Leste. Regional cooperation and integration is an important part of Timor-Leste's strategy to diversify its economy from over-reliance on the petroleum sector which accounts for about 80% of total GDP. The government is implementing a program of investments and reforms to address domestic constraints (e.g., limited human capital, poor quality of infrastructure, and gaps in basic legal framework for commerce). It is also targeting regional integration as means of promoting trade, investment, and labor market linkages in support of economic diversification. As a specific step, Timor-Leste formally applied for membership of the Association of Southeast

Asian Nations (ASEAN) in 2011 and aims to be a full and active member by 2020. Indonesia is Timor-Leste's close neighbor sharing several land borders as well as maritime links. Integrating into the bigger ASEAN market through Indonesia as a gateway remains Timor-Leste's medium to long term goal.

3. Trade facilitation pilot study. Upon consultation with both governments, (i) three overland border crossing points (Motaain, Salele and Sakato [Oecusse]) and two ports (Dili and Kupang) have been identified for a Time Release Study (TRS), and (ii) Business Process Analysis (BPA), will be undertaken to identify different stakeholders (Government and private sector) in the supply chain, their roles and responsibilities, objectives, requirements, constraints and concerns, and assess their implications for trade with Timor-Leste. Results from this pre-study will provide background information for this proposed study. To undertake the trade facilitation study, a fact-finding mission was undertaken in February 2017, which consulted with both governments of Timor-Leste and Indonesia, and a TA inception mission was undertaken in April 2017, which obtained agreement and support from both governments.

4. Pursuant to this analysis, the pilot study will provide a baseline through the July 2017 TRS and BPA for (i) capacity development needs of border agency staff on risk management and redesigned business processes to reduce informal trade including smuggling and illegal trade, and (ii) trade facilitation efficiency gaps for coordinated border agency staff actions. Training and capacity development will be designed to address such needs and gaps. The TRS and BPA will be repeated after 5-6 months or so to determine potential improvements based on addressing the gaps and needs.

C. The Project Implementation Arrangement

5. To support the implementation of activities under the six components, international and national consultants will be recruited: (i) two international consultants to prepare the background, thematic, and synthesis papers; and (ii) two national consultants to provide research and local support. The RCI TG Secretariat, which will serve as the overall coordinator in collaboration with the Pacific Department (PARD) and Southeast Asia Department (SERD), will be responsible for providing overall research guidance and consolidating the research outputs of the individual international consultants. Wherever possible, the RCI TG Secretariat will also engage in collaborative research with the consultants.

D. Objective / Purpose of the Assignment

6. A thematic study on Timor-Leste–(Eastern) Indonesia regional cooperation will be designed to (i) establish the viability of a cross-border economic zone as part of a new economic corridor, and (ii) develop potential RCI interventions to operationalize such a corridor. The study, to be undertaken with ADB's Southeast Asia Department and Pacific Department, will cover (i) trade-driven diversification (baseline estimation and forecasting of bilateral trade and trade with ASEAN markets); (ii) cross-border services for SMEs (covering financial and business development services); (iii) investment-driven diversification (focusing on cross-border agriculture/natural resources value chains and tourism, which could attract foreign direct investment); (iv) transport connectivity enhancement to support trade demands (covering roads and port gateway); (v) institutional capacity and coordination for the development of a cross-border zone to support existing and new trade patterns; and (vi) an RCI-driven growth model for border areas through a cross-border zone as part of a new economic corridor to generate higher productivity and more balanced economic growth. The study will pilot the capacity development of border agency staff on risk management and processes to counter smuggling and illegal trade.

E. Scope of Work:

7. The Transport/Infrastructure Specialist will undertake an analysis of infrastructure connectivity constraints by land (including last mile connectivity) and by sea/multi-modally for both bilateral trade and Timor-Leste trade with ASEAN through Indonesia. This will be focused on overland routes from Dili to Kupang over three identified overland crossing points and maritime connectivity between Dili and Kupang. The constraints to Kupang to act as a gateway port for a Timor-Leste/Eastern Indonesia cross border economic zone as part of an economic corridor linked to Malaysia will be assessed. The constraints analysis will take into consideration trade facilitation efficiency at cross border points overland and ports, operations and maintenance constraints, and investment capacity constraints relative to trade volume forecasts.

F. Detailed Tasks:

8. The Consultant shall be tasked to undertake the following specific responsibilities, but not limited to:

- (i) conduct a review of the literature, including ADB publications on infrastructure connectivity and its implications on trade and growth.
- (ii) review the infrastructure status in Indonesia (particularly Eastern Indonesia) and Timor-Leste for a cross border economic zone logistics facilities, overland routes, and maritime connectivity. Overland routes should focus on the route from Dili (in Timor-Leste) to Kupang (in Indonesia), with specific analysis on three identified overland border crossing points (Motaain, Salele and Sakato [Oecusse]).
- (iii) identify the bottlenecks that hamper the freer flow of goods and people and the improvements that are needed with greater investment opportunities.
- (iv) provide policy recommendations on the way forward to improve infrastructure connectivity (both land and sea) for freer flow of people (tourism) and trade, including requirements for institutional strengthening.
- (v) undertake other related tasks as may be required by the ADB project team leader.

G. Qualification

9. The consultant will have the following qualifications:

- (i) at least a Master’s degree in transport/civil engineering, transport economics and planning, or a related field;
- (ii) experience in working in Asia, Indonesia or Timor-Leste;
- (iii) working experience of at least 15 years, particularly on the transport sector and in addressing infrastructure connectivity issues;
- (iv) excellent proficiency in English (oral and writing);
- (v) able to work independently under minimum supervision; and
- (vi) good analytical skills, interpersonal and teamwork skills.

H. Project Implementation schedule, Output and reporting requirement

10. The consultant is expected to have the following inputs:

City and Country	Working Days	Estimated Start Date	Estimated End Date	Other Details

Home Office (5 days/week)	41	18/08/2017	18/12/2017	
Field (6 days/week)	8	21/08/2017	11/09/2017	Jakarta, Indonesia Dili, Timor-Leste Mota'ain, Salele and Sakato, Timor-Leste Kupang, Indonesia

11. The consultant will deliver the following Milestones:
- (i) Analysis of infrastructure connectivity constraints (by land, sea, multimodally)
 - (ii) Final report

I. Selection Profile: Finance and business development services expert

Department/ Division:	Economic Research and Regional Cooperation Department/Office of the Chief Economist and Director General, ERCD (EROD)		
Project:	C-TA 0013-INO: Sustainable Infrastructure Assistance Program		
Expertise:	Trade, economics, investment, cross-border development	Expertise: Group	
Consultant type:	Individual		
Method of Selection:	Individual consultants selection		
Engagement Period:	4 Person Months (18/08/2017 – 18/12/2017)	Budget	Est./Max. \$64,000
Source:	International	Type:	Intermittent
Est. Shortlisting Date:	04/08/2017	Est. Commence Date:	18/08/2017
Professional Group:	C	Job Level:	6

J. Project Background

12. Indonesia. In December 2016, Indonesian President Joko Widodo reiterated the Government’s plan to develop seven areas bordering parts of Malaysia, Timor-Leste and Papua New Guinea to promote commerce, reduce poverty, improve general living standards, and attract workers and their families to help reduce severe agglomeration in Java’s major urban centers. One area highlighted in the government’s plan is to promote cross-border trade and investment and encourage the economic and social development of areas along the border, as cross-border cooperation opens opportunities for wider regional cooperation, especially along sub-regional economic corridors. Under the Government’s plan, an urgent need is to develop Eastern Indonesia through improving cross-border trade and other activities with Timor-Leste.

13. Timor-Leste. Regional cooperation and integration is an important part of Timor-Leste’s strategy to diversify its economy from over-reliance on the petroleum sector which accounts for about 80% of total GDP. The government is implementing a program of investments and reforms to address domestic constraints (e.g., limited human capital, poor quality of infrastructure, and gaps in basic legal framework for commerce). It is also targeting regional integration as means of promoting trade, investment, and labor market linkages in support of economic diversification. As a specific step, Timor-Leste formally applied for membership of the Association of Southeast Asian Nations (ASEAN) in 2011 and aims to be a full and active member by 2020. Indonesia is Timor-Leste’s close neighbor sharing several land borders as well as maritime links. Integrating into the bigger ASEAN market through Indonesia as a gateway remains Timor-Leste’s medium to long term goal.

14. Trade facilitation pilot study. Upon consultation with both governments, (i) three overland border crossing points (Motaain, Salele and Sakato [Oecusse]) and two ports (Dili and Kupang)

have been identified for a Time Release Study (TRS), and (ii) Business Process Analysis (BPA), will be undertaken to identify different stakeholders (Government and private sector) in the supply chain, their roles and responsibilities, objectives, requirements, constraints and concerns, and assess their implications for trade with Timor-Leste. Results from this pre-study will provide background information for this proposed study. To undertake the trade facilitation study, a fact-finding mission was undertaken in February 2017, which consulted with both governments of Timor-Leste and Indonesia, and a TA inception mission was undertaken in April 2017, which obtained agreement and support from both governments.

15. Pursuant to this analysis, the pilot study will provide a baseline through the July 2017 TRS and BPA for (i) capacity development needs of border agency staff on risk management and redesigned business processes to reduce informal trade including smuggling and illegal trade, and (ii) trade facilitation efficiency gaps for coordinated border agency staff actions. Training and capacity development will be designed to address such needs and gaps. The TRS and BPA will be repeated after 5-6 months or so to determine potential improvements based on addressing the gaps and needs.

K. The Project Implementation Arrangement

16. To support the implementation of activities under the six components, international and national consultants will be recruited: (i) two international consultants to prepare the background, thematic, and synthesis papers; and (ii) two national consultants to provide research and local support. The RCI TG Secretariat, which will serve as the overall coordinator in collaboration with the Pacific Department (PARD) and Southeast Asia Department (SERD), will be responsible for providing overall research guidance and consolidating the research outputs of the individual international consultants. Wherever possible, the RCI TG Secretariat will also engage in collaborative research with the consultants.

L. Objective / Purpose of the Assignment

17. A thematic study on Timor-Leste–(Eastern) Indonesia regional cooperation will be designed to (i) establish the viability of a cross-border economic zone as part of a new economic corridor, and (ii) develop potential RCI interventions to operationalize such a corridor. The study, to be undertaken with ADB's Southeast Asia Department and Pacific Department, will cover (i) trade-driven diversification (baseline estimation and forecasting of bilateral trade and trade with ASEAN markets); (ii) cross-border services for SMEs (covering financial and business development services); (iii) investment-driven diversification (focusing on cross-border agriculture/natural resources value chains and tourism, which could attract foreign direct investment); (iv) transport connectivity enhancement to support trade demands (covering roads and port gateway); (v) institutional capacity and coordination for the development of a cross-border zone to support existing and new trade patterns; and (vi) an RCI-driven growth model for border areas through a cross-border zone as part of a new economic corridor to generate higher productivity and more balanced economic growth. The study will pilot the capacity development of border agency staff on risk management and processes to counter smuggling and illegal trade.

M. Scope of Work:

18. The Finance and Business Development Services Expert will examine opportunities and priorities for improving financial and business development services in Eastern Indonesia and Timor-Leste. Emphasis will be given to measures that will (i) promote SMEs that have a strong potential for trade growth and product diversification; (ii) increase SME inclusive trade in

agricultural products, agroprocessing, and tourism services; (iii) support cross-border trade and investment in a cross-border economic zone between Eastern Indonesia and Timor-Leste; and (iv) prepare and/or strengthen SMEs for cross-border commerce. This work will take into consideration the results of the trade component, and will include both quantitative analysis as well qualitative survey/ interview work and consultation with key development partners and local enterprises.

N. Detailed Tasks:

19. The Consultant shall be tasked to undertake the following specific responsibilities, but not limited to:

- (i) conduct a review of the literature, including ADB publications on trade, finance, and business-development services in Indonesia and Timor-Leste.
- (ii) review laws and regulations governing financial and business development services in Indonesia and Timor-Leste.
- (iii) based on the results of the trade component, recommend policy and regulatory reforms needed to improve financial and business development services to support industry-specific opportunities for increased trade and product diversification, including requirements for institutional strengthening.
- (iv) identify specific financial and business development services needed to increase trade in agricultural products, agroprocessing, and tourism services; support cross-border trade and investment in a cross-border economic zone between Eastern Indonesia and Timor-Leste; and prepare and/or strengthen SMEs for cross-border commerce.
- (v) submit a paper for peer review, and revise as needed.
- (vi) attend and present during consultation meetings with ADB and/or country consultations.
- (vii) undertake other related tasks as may be required by the ADB project team leader.

O. Qualification

20. The consultant will have the following qualifications:

- (i) at least a Master's degree in business, finance, or a related field;
- (ii) experience in working in Asia, Indonesia or Timor-Leste;
- (iii) working experience of at least 15 years;
- (iv) extensive research experience in finance, international trade, business services, and SME promotion;
- (v) knowledge of local conditions in the countries under study;
- (vi) excellent proficiency in English (oral and writing);
- (vii) able to work independently under minimum supervision; and
- (viii) good analytical skills, interpersonal and teamwork skills.

P. Project Implementation schedule, Output and reporting requirement

21. The consultant is expected to have the following inputs:

City and Country	Working Days	Estimated Start Date	Estimated End Date	Other Details
Home Office (5 days/week)	37	18/08/2017	18/12/2017	
Field (6 days/week)	12	21/08/2017	02/09/2017	Jakarta, Indonesia Dili, Timor-Leste

22. The consultant will deliver the following Milestones:
- (i) Draft final report (finance and business development paper)
 - (ii) Final report

Q. Selection Profile: Research assistant

Department/ Division:	Economic Research and Regional Cooperation Department/Office of the Chief Economist and Director General, ERCD (EROD)		
Project:	C-TA 0013-INO: Sustainable Infrastructure Assistance Program		
Expertise:	Economics, business administration, regional economic integration	Expertise: Group	
Consultant type:	Individual		
Method of Selection:	Individual consultants selection		
Engagement Period:	4 Person Months (18/08/2017 – 18/12/2017)	Budget	Est./Max. \$12,000
Source:	National	Type:	Continuous
Est. Shortlisting Date:	04/08/2017	Est. Commence Date:	18/08/2017
Professional Group:	C	Job Level:	2

R. Project Background

23. Indonesia. In December 2016, Indonesian President Joko Widodo reiterated the Government’s plan to develop seven areas bordering parts of Malaysia, Timor-Leste and Papua New Guinea to promote commerce, reduce poverty, improve general living standards, and attract workers and their families to help reduce severe agglomeration in Java’s major urban centers. One area highlighted in the government’s plan is to promote cross-border trade and investment and encourage the economic and social development of areas along the border, as cross-border cooperation opens opportunities for wider regional cooperation, especially along sub-regional economic corridors. Under the Government’s plan, an urgent need is to develop Eastern Indonesia through improving cross-border trade and other activities with Timor-Leste.

24. Timor-Leste. Regional cooperation and integration is an important part of Timor-Leste’s strategy to diversify its economy from over-reliance on the petroleum sector which accounts for about 80% of total GDP. The government is implementing a program of investments and reforms to address domestic constraints (e.g., limited human capital, poor quality of infrastructure, and gaps in basic legal framework for commerce). It is also targeting regional integration as means of promoting trade, investment, and labor market linkages in support of economic diversification. As a specific step, Timor-Leste formally applied for membership of the Association of Southeast Asian Nations (ASEAN) in 2011 and aims to be a full and active member by 2020. Indonesia is Timor-Leste’s close neighbor sharing several land borders as well as maritime links. Integrating into the bigger ASEAN market through Indonesia as a gateway remains Timor-Leste’s medium to long term goal.

25. Trade facilitation pilot study. Upon consultation with both governments, (i) three overland border crossing points (Motaain, Salele and Sakato [Oecusse]) and two ports (Dili and Kupang) have been identified for a Time Release Study (TRS), and (ii) Business Process Analysis (BPA), will be undertaken to identify different stakeholders (Government and private sector) in the supply chain, their roles and responsibilities, objectives, requirements, constraints and concerns, and assess their implications for trade with Timor-Leste. Results from this pre-study will provide background information for this proposed study. To undertake the trade facilitation study, a fact-finding mission was undertaken in February 2017, which consulted with both governments of Timor-Leste and Indonesia, and a TA inception mission was undertaken in April 2017, which obtained agreement and support from both governments.

26. Pursuant to this analysis, the pilot study will provide a baseline through the July 2017 TRS and BPA for (i) capacity development needs of border agency staff on risk management and redesigned business processes to reduce informal trade including smuggling and illegal trade, and (ii) trade facilitation efficiency gaps for coordinated border agency staff actions. Training and capacity development will be designed to address such needs and gaps. The TRS and BPA will be repeated after 5-6 months or so to determine potential improvements based on addressing the gaps and needs.

S. The Project Implementation Arrangement

27. To support the implementation of activities under the six components, international and national consultants will be recruited: (i) two international consultants to prepare the background, thematic, and synthesis papers; and (ii) two national consultants to provide research and local support. The RCI TG Secretariat, which will serve as the overall coordinator in collaboration with the Pacific Department (PARD) and Southeast Asia Department (SERD), will be responsible for providing overall research guidance and consolidating the research outputs of the individual international consultants. Wherever possible, the RCI TG Secretariat will also engage in collaborative research with the consultants.

T. Objective / Purpose of the Assignment

28. A thematic study on Timor-Leste–(Eastern) Indonesia regional cooperation will be designed to (i) establish the viability of a cross-border economic zone as part of a new economic corridor, and (ii) develop potential RCI interventions to operationalize such a corridor. The study, to be undertaken with ADB's Southeast Asia Department and Pacific Department, will cover (i) trade-driven diversification (baseline estimation and forecasting of bilateral trade and trade with ASEAN markets); (ii) cross-border services for SMEs (covering financial and business development services); (iii) investment-driven diversification (focusing on cross-border agriculture/natural resources value chains and tourism, which could attract foreign direct investment); (iv) transport connectivity enhancement to support trade demands (covering roads and port gateway); (v) institutional capacity and coordination for the development of a cross-border zone to support existing and new trade patterns; and (vi) an RCI-driven growth model for border areas through a cross-border zone as part of a new economic corridor to generate higher productivity and more balanced economic growth. The study will pilot the capacity development of border agency staff on risk management and processes to counter smuggling and illegal trade.

U. Scope of Work:

29. The Research Assistant will provide research support to the international consultants and the project team.

V. Detailed Tasks:

30. The Consultant shall be tasked to undertake the following specific responsibilities, but not limited to:

- (i) support the research and other activities of the international consultants, including undertaking a review of literature and processing and analyzing data and other information.
- (ii) provide translation/interpretation services to the international consultants, as necessary.
- (iii) undertake trips within Indonesia (and Timor-Leste), as required, to support the international consultants.
- (iv) undertake other related tasks as may be required by the international consultants and the ADB project team leader.

W. Qualification

31. The consultant will have the following qualifications:

- (i) at least an educational background in economics and/or business administration (or related fields);
- (ii) relevant working experience of at least 5 years, including in research;
- (iii) good knowledge of current developments in regional economic integration;
- (iv) excellent proficiency in English (oral and writing);
- (v) able to work independently under minimum supervision; and
- (vi) good analytical skills, interpersonal and teamwork skills.

X. Project Implementation schedule, Output and reporting requirement

32. The consultant is expected to have the following inputs:

City and Country	Working Days	Estimated Start Date	Estimated End Date	Other Details
Home Office (5 days/week)	60	18/08/2017	18/12/2017	Jakarta, Indonesia
Field (6 days/week)	25	21/08/2017	11/09/2017	Dili, Timor-Leste Mota'ain, Salele and Sakato, Timor-Leste Kupang, Indonesia

Y. Selection Profile: Project coordinator

Department/ Division:	Economic Research and Regional Cooperation Department/Office of the Chief Economist and Director General, ERCD (EROD)		
Project:	C-TA 0013-INO: Sustainable Infrastructure Assistance Program		
Expertise:	Project coordination, economics, business administration, regional economic integration	Expertise: Group	
Consultant type:	Individual		
Method of Selection:	Individual consultants selection		
Engagement Period:	4 Person Months (18/08/2017 – 18/12/2017)	Budget	Est./Max. \$12,000
Source:	National	Type:	Continuous
Est. Shortlisting Date:	04/08/2017	Est. Commence Date:	18/08/2017
Professional Group:	C	Job Level:	2

Z. Project Background

33. Indonesia. In December 2016, Indonesian President Joko Widodo reiterated the Government's plan to develop seven areas bordering parts of Malaysia, Timor-Leste and Papua New Guinea to promote commerce, reduce poverty, improve general living standards, and attract workers and their families to help reduce severe agglomeration in Java's major urban centers. One area highlighted in the government's plan is to promote cross-border trade and investment and encourage the economic and social development of areas along the border, as cross-border cooperation opens opportunities for wider regional cooperation, especially along sub-regional economic corridors. Under the Government's plan, an urgent need is to develop Eastern Indonesia through improving cross-border trade and other activities with Timor-Leste.

34. Timor-Leste. Regional cooperation and integration is an important part of Timor-Leste's strategy to diversify its economy from over-reliance on the petroleum sector which accounts for about 80% of total GDP. The government is implementing a program of investments and reforms to address domestic constraints (e.g., limited human capital, poor quality of infrastructure, and gaps in basic legal framework for commerce). It is also targeting regional integration as means of promoting trade, investment, and labor market linkages in support of economic diversification. As a specific step, Timor-Leste formally applied for membership of the Association of Southeast Asian Nations (ASEAN) in 2011 and aims to be a full and active member by 2020. Indonesia is Timor-Leste's close neighbor sharing several land borders as well as maritime links. Integrating

into the bigger ASEAN market through Indonesia as a gateway remains Timor-Leste's medium to long term goal.

35. Trade facilitation pilot study. Upon consultation with both governments, (i) three overland border crossing points (Motaain, Salele and Sakato [Oecusse]) and two ports (Dili and Kupang) have been identified for a Time Release Study (TRS), and (ii) Business Process Analysis (BPA), will be undertaken to identify different stakeholders (Government and private sector) in the supply chain, their roles and responsibilities, objectives, requirements, constraints and concerns, and assess their implications for trade with Timor-Leste. Results from this pre-study will provide background information for this proposed study. To undertake the trade facilitation study, a fact-finding mission was undertaken in February 2017, which consulted with both governments of Timor-Leste and Indonesia, and a TA inception mission was undertaken in April 2017, which obtained agreement and support from both governments.

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AA. The Project Implementation Arrangement

37. To support the implementation of activities under the six components, international and national consultants will be recruited: (i) two international consultants to prepare the background, thematic, and synthesis papers; and (ii) two national consultants to provide research and local support. The RCI TG Secretariat, which will serve as the overall coordinator in collaboration with the Pacific Department (PARD) and Southeast Asia Department (SERD), will be responsible for providing overall research guidance and consolidating the research outputs of the individual international consultants. Wherever possible, the RCI TG Secretariat will also engage in collaborative research with the consultants.

BB. Objective / Purpose of the Assignment

38. A thematic study on Timor-Leste–(Eastern) Indonesia regional cooperation will be designed to (i) establish the viability of a cross-border economic zone as part of a new economic corridor, and (ii) develop potential RCI interventions to operationalize such a corridor. The study, to be undertaken with ADB's Southeast Asia Department and Pacific Department, will cover (i) trade-driven diversification (baseline estimation and forecasting of bilateral trade and trade with ASEAN markets); (ii) cross-border services for SMEs (covering financial and business development services); (iii) investment-driven diversification (focusing on cross-border agriculture/natural resources value chains and tourism, which could attract foreign direct investment); (iv) transport connectivity enhancement to support trade demands (covering roads and port gateway); (v) institutional capacity and coordination for the development of a cross-border zone to support existing and new trade patterns; and (vi) an RCI-driven growth model for border areas through a cross-border zone as part of a new economic corridor to generate higher productivity and more balanced economic growth. The study will pilot the capacity development of border agency staff on risk management and processes to counter smuggling and illegal trade.

CC. Scope of Work:

39. The Project Coordinator will provide administrative support to the international consultants and the project team.

DD. Detailed Tasks:

40. The Consultant shall be tasked to undertake the following specific responsibilities, but not limited to:

- (i) Coordinate with Indonesian (and Timor-Leste, as required) government agencies to facilitate organization of meetings, consultations, workshops, and related activities.
- (ii) provide translation/interpretation services to the international consultants, as necessary.
- (iii) undertake trips within Indonesia (and Timor-Leste), as required, to support the international consultants.
- (iv) undertake other related tasks as may be required by the international consultants and the ADB project team leader.

EE. Qualification

41. The consultant will have the following qualifications:

- (i) at least an educational background in economics and/or business administration (or related fields);
- (ii) relevant working experience of at least 5 years, particularly in project coordination in government, academic, and international organizations;
- (iii) good knowledge of current developments in regional economic integration;
- (iv) excellent proficiency in English (oral and writing);
- (v) able to work independently under minimum supervision; and
- (vi) good analytical skills, interpersonal and teamwork skills.

FF. Project Implementation schedule, Output and reporting requirement

42. The consultant is expected to have the following inputs:

City and Country	Working Days	Estimated Start Date	Estimated End Date	Other Details
Home Office (5 days/week)	60	18/08/2017	18/12/2017	Jakarta, Indonesia
Field (6 days/week)	25	21/08/2017	11/09/2017	Dili, Timor-Leste Mota'ain, Salele and Sakato, Timor-Leste Kupang, Indonesia