

Republic of Indonesia
Ministry Marine Affairs and Fisheries
Kementerian Kelautan dan Perikanan

Loan No. 4283-INO
Infrastructure Improvement for Shrimp Aquaculture Project
(IISAP)

Addendum Request for Expression of Interest (REOI)

Adendum Permintaan Pernyataan Minat

for

Supervision Consultant Services for Farmer Pond
Jasa Konsultansi Pengawasan Tambak Masyarakat

September 2026

REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)
PERMINTAAN PERNYATAAN MINAT
(JASA KONSULTAN - SELEKSI PERUSAHAAN)

INDONESIA

Infrastructure Improvement for Shrimp Aquaculture Project (IISAP) Proyek Peningkatan Infrastruktur untuk Budidaya Udang (IISAP)

Loan No. 4283-INO

Project ID No. 55020-001

Assignment Title: CS-09: Supervision Consultant Services for Farmer Pond

Reference No.: B.31401/PBJ.5.3/PL.430/IX/2026

Judul Penugasan: CS-09: Jasa Konsultansi Pengawasan Tambak Masyarakat

Nomor Referensi: B.31401/PBJ.5.3/PL.430/IX/2026

The Government of Indonesia has received for funding from the Asian Development Bank (ADB) to help finance the Infrastructure Improvement for Shrimp Aquaculture Project (IISAP). Ministry Marine Affairs and Fisheries intend to apply part of the proceeds for consultant services, namely Supervision Consultant Services for Farmer Ponds (the services).

Pemerintah Indonesia telah menerima pendanaan dari Bank Pembangunan Asia (ADB) untuk membantu membiayai Proyek Peningkatan Infrastruktur Budidaya Udang (IISAP). Kementerian Kelautan dan Perikanan bermaksud menggunakan sebagian dana tersebut untuk jasa konsultasi, yaitu Jasa Konsultan Supervisi Tambak Masyarakat (jasa tersebut).

Ministry of Marine Affairs and Fisheries, Directorate General of Aquaculture will recruit and manage the Services. The Services will provide professional technical supervision throughout all stages of the construction and development of farmers' shrimp ponds. The Consultant shall provide key experts who will be assigned for approximately ten (10) months to ensure that all construction works are carried out in accordance with the established technical standards and specifications, thereby enabling the Project to achieve its intended objectives.

Kementerian Kelautan dan Perikanan, Direktorat Jenderal Perikanan Budi Daya akan merekrut dan mengelola Layanan. Layanan tersebut akan menyediakan layanan pengawasan teknis secara profesional pada seluruh tahapan konstruksi dan pengembangan tambak udang. Perusahaan akan menyediakan tenaga ahli yang akan ditugaskan selama kurang lebih sepuluh (10) bulan untuk memastikan bahwa seluruh pekerjaan konstruksi dilaksanakan sesuai dengan standar teknis dan spesifikasi yang telah ditetapkan sehingga proyek dapat mencapai tujuannya secara optimal.

As the associated CW-05 civil works packages are expected to have different contract signing and commencement dates, the mobilization and deployment of the Consultant's experts to each site shall follow the contract signing and commencement schedule of the respective CW-05 package. The Consultant shall ensure the timely mobilization of the required experts in line with the commencement of each package.

Mengingat paket-paket pekerjaan konstruksi CW-05 diperkirakan akan memiliki jadwal penandatanganan kontrak dan dimulainya pelaksanaan pekerjaan yang berbeda-beda, mobilisasi dan penempatan tenaga ahli Konsultan pada masing-masing lokasi akan mengikuti jadwal penandatanganan kontrak dan dimulainya pelaksanaan pekerjaan dari masing-masing paket CW-05. Konsultan wajib memastikan mobilisasi tenaga ahli yang diperlukan dilakukan secara tepat waktu sesuai dengan dimulainya pelaksanaan setiap paket.

The draft Terms of Reference (TOR) for the assignment is attached to this Request for Expressions of Interest.

Draf Kerangka Acuan (Terms of Reference/TOR) untuk penugasan tersebut terlampir pada Permintaan Pernyataan Minat ini.

Ministry of Marine Affairs and Fisheries, Directorate General of Aquaculture invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting of Consultants will be based on the following criteria:

Kementerian Kelautan dan Perikanan, Direktorat Jenderal Perikanan Budi Daya mengundang perusahaan konsultan yang memenuhi syarat ("Konsultan") untuk menyatakan minatnya dalam menyediakan Jasa

dimaksud. Konsultan yang berminat harus menyampaikan informasi yang menunjukkan bahwa mereka memiliki kualifikasi dan pengalaman yang diperlukan untuk melaksanakan Jasa tersebut. Penyusunan daftar pendek Konsultan akan didasarkan pada kriteria sebagai berikut:

- i. Management Competence (20%), including the Consultant's organizational capacity, project management capability, quality management and quality assurance system, and ability to mobilize and manage multidisciplinary teams for construction supervision assignments.
Kompetensi Manajemen (20%), meliputi kapasitas organisasi perusahaan, kemampuan manajemen proyek, sistem manajemen mutu dan penjaminan mutu, serta kemampuan memobilisasi dan mengelola tim multidisiplin dalam pelaksanaan jasa pengawasan konstruksi.
- ii. Technical Competence (60%), including:
Kompetensi Teknis (60%), meliputi:
 - a. successful completion of at least one (1) contract in the marine affair, fishery or aquaculture sector within the last ten (10) years;
telah berhasil menyelesaikan sekurang-kurangnya satu (1) kontrak pekerjaan di sektor kelautan, perikanan, atau akuakultur dalam 10 tahun terakhir dalam sepuluh (10) tahun terakhir;
 - b. successful completion of at least one (1) contract in construction supervision of public infrastructure within the last ten (10) years;
telah berhasil menyelesaikan sekurang-kurangnya satu (1) kontrak pekerjaan pengawasan konstruksi infrastruktur publik dalam sepuluh (10) tahun terakhir;
 - c. experience in projects financed by loans or grants under at least one (1) contracts within the last ten (10) years; and
memiliki pengalaman pada sekurang-kurangnya satu (1) kontrak proyek yang didanai pinjaman atau hibah dalam sepuluh (10) tahun terakhir; dan
 - d. experience relevant to the scope of the assignment as defined in the Terms of Reference (TOR).
memiliki pengalaman yang relevan dengan ruang lingkup penugasan sebagaimana ditetapkan dalam Kerangka Acuan Kerja (TOR).
- iii. Geographic (Regional) Competence (20%), including experience in Indonesia and, familiarity with local conditions, and the availability of adequate local resources or a permanent/local office to effectively support implementation of the assignment.
Kompetensi Geografis (Regional) (20%), meliputi pengalaman pelaksanaan pekerjaan di Indonesia dan/atau kawasan regional, pemahaman terhadap kondisi setempat, serta ketersediaan sumber daya lokal atau kantor tetap/perwakilan yang memadai untuk mendukung pelaksanaan penugasan secara efektif.

Consultants may associate with other firms to enhance their qualifications, indicating whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, and the qualifications of the JV partners will be evaluated collectively, but the qualifications of the sub-consultant will not be evaluated.

Konsultan dapat bekerja sama dengan perusahaan lain untuk meningkatkan kualifikasinya, dengan menyebutkan secara jelas apakah kerja sama tersebut berbentuk usaha patungan (Joint Venture) dan/atau sub-konsultan. Dalam hal usaha patungan (Joint Venture), semua mitra dalam usaha patungan tersebut akan bertanggung jawab secara bersama-sama dan tanggung renteng (jointly and severally liable) atas seluruh pelaksanaan kontrak, dan kualifikasi dari para anggota Joint Venture akan dievaluasi secara gabungan, namun kualifikasi sub-konsultan tidak akan dievaluasi.

The Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Procurement Directive for ADB Borrower, (2026, as amended from time to time).

Konsultan akan dipilih sesuai dengan metode Quality and Cost Based Selection (QCBS) sebagaimana diatur dalam Procurement Directive for ADB Borrowers (2026, sebagaimana diubah dari waktu ke waktu).

Interested Consultant firms are required to access the electronic procurement system (SPSE ICB) of National Public Procurement Agency (LKPP) to register and to submit Expressions of Interest. electronically (<https://spseicb.lkpp.go.id/spseicb/>) at the latest by 8 Oktober 2026.

Perusahaan konsultan yang berminat diwajibkan mengakses sistem pengadaan elektronik (SPSE ICB) Lembaga Kebijakan Publik Pemerintah untuk mendaftar dan mengirimkan Pernyataan Minat secara elektronik (<https://spseicb.lkpp.go.id/spseicb/>) paling lambat tanggal 8 October 2026..

Further information can be obtained at the address below during office hours 08.00 AM to 04.00 PM.

Attn: Kelompok Kerja : Chairman of Evaluation Committee Supervision Consultant Services for Farmer Pond
Address : Gedung Mina Bahari I Lantai 3
Jl. Medan Merdeka Timur No.16 Jakarta Pusat
Phone : ----
Email : pokmil_iisap@kkp.go.id and kelompokkerjapemilihan1@gmail.com
Website : <https://kkp.go.id/> or <https://spseicb.lkpp.go.id/spseicb/>

Informasi lebih lanjut dapat diperoleh pada alamat di bawah ini pada jam kerja pukul 09.00 hingga 17.00 WIB.

Untuk perhatian:

Kelompok Kerja : Ketua UKPBJ Kementerian Kelautan dan Perikanan Biro Umum dan Pengadaan Barang/Jasa
Alamat : Gedung Mina Bahari I Lantai 3
Jl. Medan Merdeka Timur No.16 Jakarta Pusat
Telepon : ----
Email : pokmil_iisap@kkp.go.id
Website : <https://kkp.go.id/> or <https://spseicb.lkpp.go.id/spseicb/>

Infrastructure Improvement for Shrimp Aquaculture Project (IISAP)

Consulting Services

PACKAGE NO.	NAME	DESCRIPTION
CS-09	Supervision Consultant Services for Farmer Pond	Firm (National) procured by DGA

Kerangka Acuan Kerja (KAK) / Term of Reference (TOR)
Jasa Konsultasi Pengawasan untuk Tambak Masyarakat
Supervision Consultant Services for Farmer Pond

A. Latar Belakang / Background

1. Pemerintah Republik Indonesia (Peminjam), melalui Kementerian Kelautan dan Perikanan (KKP), telah memperoleh pembiayaan dari Asian Development Bank (ADB) untuk melaksanakan Infrastructure Improvement for Shrimp Aquaculture Project (IISAP). Proyek ini bertujuan untuk meningkatkan produktivitas, profitabilitas, ketertelusuran (traceability), dan keberlanjutan lingkungan sektor budidaya udang di Indonesia melalui investasi terpadu yang mencakup penyediaan sarana produksi hulu, pembangunan infrastruktur budidaya, serta pengembangan rantai nilai. Direktorat Jenderal Perikanan Budidaya (DJPB) KKP bertindak sebagai Executing Agency (EA) yang bertanggung jawab atas pelaksanaan proyek secara keseluruhan, sedangkan Unit Pelaksana Teknis (UPT) terkait bertindak sebagai Implementing Agencies (IA) untuk masing-masing subproyek. Sebagian dana pinjaman ADB akan digunakan untuk membiayai pengeluaran yang memenuhi syarat, termasuk jasa konsultasi pengawasan konstruksi sebagaimana diatur dalam Kerangka Acuan Kerja (KAK) ini.

The Government of the Republic of Indonesia (the Borrower), through the Ministry of Marine Affairs and Fisheries (MMAF), has received financing from the Asian Development Bank (ADB) for the Infrastructure Improvement for Shrimp Aquaculture Project (IISAP). The Project aims to improve the productivity, profitability, traceability, and environmental sustainability of Indonesia's shrimp aquaculture sector through integrated investments covering upstream production, farming infrastructure, and value chain development. The Directorate General of Aquaculture (DGA), MMAF, is the Executing Agency (EA) responsible for overall implementation of the Project, while the relevant Technical Implementation Units (UPTs) act as Implementing Agencies (IAs) for the respective subprojects. The proceeds of the ADB loan will be used to finance eligible expenditures, including consulting services for construction supervision under this Terms of Reference.

2. **Pengaturan Pelaksanaan:** Proyek dilaksanakan oleh Direktorat Jenderal Perikanan Budidaya (DJPB), Kementerian Kelautan dan Perikanan (KKP), melalui Central Project Management Unit (CPMU) yang didukung oleh Project Implementation Units (PIUs) pada masing-masing UPT. Project Management and Technical Consultant (PMTc CS-02) memberikan dukungan manajemen proyek dan dukungan teknis secara keseluruhan, sedangkan Konsultan Pengawas dalam penugasan ini bertanggung jawab melakukan pengawasan pelaksanaan konstruksi pada lokasi tambak masyarakat yang ditugaskan serta berkoordinasi secara erat dengan Pengguna Jasa, PMTC, Project Facilitators, Kontraktor, dan para pemangku kepentingan terkait.

Implementation arrangements: The Project is implemented by the Directorate General of Aquaculture (DGA), Ministry of Marine Affairs and Fisheries (MMAF), through a Central Project Management Unit (CPMU) supported by Project Implementation Units (PIUs) established within the respective UPTs. The Project Management and Technical Consultant (PMTc CS-02) provides overall project management and technical support, while the Supervision Consultant under this assignment will be responsible for supervising the construction works at the assigned farmer pond sites and coordinating closely with the Employer, PMTC, Project Facilitators, Contractors, and other relevant stakeholders.

3. Deskripsi proyek: IISAP terdiri atas tiga keluaran (outputs):

Project description: The IISAP consists of three outputs:

- Output 1: Peningkatan kualitas dan keberlanjutan sarana produksi budidaya udang
Output 1: Quality and sustainability of shrimp production inputs increased.
- Output 2: Pengembangan infrastruktur dan layanan akuakultur yang berkelanjutan serta adaptif terhadap perubahan iklim.
Output 2: Sustainable and climate-adaptive aquaculture infrastructure and services developed.
- Output 3: Penguatan rantai pasok budidaya udang.
Output 3: Shrimp aquaculture supply chain strengthened.

4. Penugasan konsultansi ini mendukung Output 2, khususnya pelaksanaan paket pekerjaan sipil Construction of Cluster and Farmer Pond (CW-05) yang berlokasi pada empat belas (14) kawasan klaster tambak masyarakat di beberapa provinsi terpilih. Pekerjaan sipil tersebut pada umumnya meliputi rehabilitasi dan pembangunan tambak udang, saluran masuk dan keluar air, fasilitas pengolahan air, jalan akses, bangunan hidrolis pendukung, serta infrastruktur terkait lainnya untuk mewujudkan klaster budidaya udang yang berkelanjutan sesuai dengan Sustainable Aquaculture Development Plan (SADP), peraturan perundang-undangan Indonesia yang berlaku, serta persyaratan ADB.

This consulting assignment supports Output 2, particularly the implementation of the Construction of Cluster and Farmer Pond (CW-05) civil works packages located in fourteen (14) farmer cluster locations across selected provinces. The civil works generally include rehabilitation and construction of shrimp ponds, inlet and outlet canals, water treatment facilities, access roads, supporting hydraulic structures, and associated infrastructure to establish sustainable shrimp farming clusters in accordance with the Sustainable Aquaculture Development Plan (SADP), applicable Indonesian regulations, and ADB requirements.

5. **Pekerjaan Sebelumnya:** Sebelum pelaksanaan pekerjaan konstruksi dimulai, Proyek telah menyelesaikan seluruh kegiatan persiapan yang diperlukan, termasuk investigasi teknis, uji tuntas lingkungan dan sosial, penyusunan *Detailed Engineering Design* (DED), spesifikasi teknis, estimasi biaya, dokumen pengadaan, serta perencanaan pengadaan yang dibiayai oleh Proyek. Paket-paket pekerjaan sipil CW-05 telah disusun dan dimasukkan ke dalam *Procurement Plan* yang telah disetujui. Pelaksanaan konstruksi akan dilakukan melalui beberapa paket kontrak dengan jadwal mulai yang berbeda. Oleh karena itu, penugasan konsultansi ini dikemas sebagai CS-09 - Supervision Consultant Services for Farmer Pond untuk memberikan layanan pengawasan konstruksi selama periode pelaksanaan paket-paket CW-05.

Previous Work: Prior to commencement of the construction works, the Project has completed the required project preparation activities, including engineering investigations, environmental and social due diligence, detailed engineering designs, technical specifications, cost estimates, bidding documents, and procurement planning financed under the Project. The CW-05 civil works packages have been packaged and included in the approved Procurement Plan. Construction will be implemented under multiple contract packages with different commencement schedules. Accordingly, this consulting assignment has been packaged as CS-09 – Supervision Consultant Services for Farmer Pond to provide

construction supervision services throughout the implementation period of the CW-05 packages.

6. **Safeguards:** Proyek ini tunduk pada ketentuan *ADB Safeguard Policy Statement* (SPS, 2009). Dokumen pengamanan lingkungan dan sosial yang dipersyaratkan telah disusun pada tahap persiapan proyek. Konsultan wajib memastikan bahwa pelaksanaan pekerjaan konstruksi mematuhi dokumen pengamanan yang telah disetujui, peraturan perundang-undangan Indonesia yang berlaku, serta persyaratan ADB, termasuk pengelolaan lingkungan, keselamatan dan kesehatan kerja, standar ketenagakerjaan, pelibatan pemangku kepentingan, serta pelaksanaan *Grievance Redress Mechanism* (GRM).

Safeguards: The Project is subject to the ADB Safeguard Policy Statement (SPS, 2009). The required environmental and social safeguard documents have been prepared during project preparation. The Consultant shall ensure that the construction works comply with the approved safeguard documents, applicable Indonesian regulations, and ADB requirements, including environmental management, occupational health and safety, labor standards, stakeholder engagement, and the Grievance Redress Mechanism (GRM).

7. **Paket Proyek:** Penugasan ini mencakup layanan pengawasan terhadap paket-paket pekerjaan sipil Construction of Cluster and Farmer Pond (CW-05) sebagaimana tercantum dalam Procurement Plan yang telah disetujui.

Project Packaging: This assignment covers the supervision of the Construction of Cluster and Farmer Pond (CW-05) civil works packages under the approved Procurement Plan.

Package No.	Package Type	Description	Procurement Modality	Duration	Contract
CW-05A	Works	Construction of Cluster and Farmer Pond in Aceh	As per Procurement Plan	2026–2027	Civil Works Contract
CW-05B	Works	Construction of Cluster and Farmer Pond in Lampung	As per Procurement Plan	2026–2027	Civil Works Contract
CW-05C	Works	Construction of Cluster and Farmer Pond in Bali	As per Procurement Plan	2026–2027	Civil Works Contract
CW-05D	Works	Construction of Cluster and Farmer Pond in South Sulawesi	As per Procurement Plan	2026–2027	Civil Works Contract

8. Paket-paket pekerjaan tersebut akan dilaksanakan sesuai dengan ADB Procurement Policy (2017, sebagaimana diubah dari waktu ke waktu) dan Procurement Directive for ADB Borrowers (2026, sebagaimana diubah dari waktu ke waktu).

The packages shall be procured in accordance with the ADB Procurement Policy (2017, as amended from time to time) and the Procurement Directive for ADB Borrowers (2026, as amended from time to time).

9. Konsultan wajib memberikan layanan pengawasan konstruksi untuk paket-paket CW-05 sebagaimana disebutkan di atas, yang meliputi pengawasan teknis, dukungan administrasi

kontrak, pengendalian mutu, pemantauan pelaksanaan pengamanan (safeguards), serta penyusunan laporan selama masa pelaksanaan konstruksi.

The Consultant shall provide construction supervision services for the CW-05 packages listed above, including technical supervision, contract administration support, quality assurance, safeguard monitoring, and reporting throughout the construction period.

10. Konsultan wajib berkoordinasi secara erat dengan Project Management and Technical Consultant (CS-02), Project Facilitators, Pengguna Jasa, Kontraktor, serta para pemangku kepentingan terkait lainnya guna memastikan pelaksanaan Proyek berjalan secara efektif.

The Consultant shall coordinate closely with the Project Management and Technical Consultant (CS-02), Project Facilitators, the Employer, Contractors, and other relevant stakeholders to ensure effective implementation of the Project.

B. Tujuan / Objectives

11. Pengguna Jasa bermaksud menunjuk Construction Supervision Consultant (CSC) yang berkualifikasi untuk memberikan layanan pengawasan teknis dan dukungan administrasi kontrak dalam pelaksanaan paket-paket pekerjaan sipil Construction of Cluster and Farmer Pond (CW-05). Konsultan wajib memastikan bahwa pekerjaan dilaksanakan sesuai dengan persyaratan kontrak, desain yang telah disetujui, spesifikasi teknis, peraturan perundang-undangan yang berlaku, serta persyaratan ADB. Konsultan akan dikontrak menggunakan kontrak berbasis waktu (time-based contract).

The Employer intends to engage a qualified Construction Supervision Consultant (CSC) to provide technical supervision and contract administration support for the implementation of the Construction of Cluster and Farmer Pond (CW-05) civil works packages. The Consultant shall ensure that the works are implemented in accordance with the contract requirements, approved designs, technical specifications, applicable laws and regulations, and ADB requirements. The Consultant shall be engaged under a time-based contract.

12. Lingkup tujuan meliputi:

- Pengendalian Mutu, Waktu, dan Biaya
Memastikan bahwa pelaksanaan pekerjaan konstruksi memenuhi persyaratan mutu, volume, biaya, dan waktu sebagaimana ditetapkan dalam dokumen kontrak, melalui kegiatan inspeksi, pengujian, dan verifikasi lapangan secara berkala.
Ensuring that construction works comply with quality, quantity, cost, and time requirements as specified in the contract documents through regular inspection, testing, and field verification.
- Pengawasan Teknis dan Kepatuhan Desain
Melakukan pengawasan teknis terhadap kesesuaian pelaksanaan pekerjaan dengan gambar desain, spesifikasi teknis, serta metode konstruksi yang disetujui.
Supervising technical compliance of construction works with approved designs, technical specifications, and construction methodologies.
- Pengendalian Kemajuan Pekerjaan
Memantau, mengevaluasi, dan melaporkan kemajuan pekerjaan secara berkala untuk memastikan kesesuaian dengan jadwal pelaksanaan serta memberikan rekomendasi percepatan apabila terjadi deviasi.
Monitoring, evaluating, and reporting project progress regularly to ensure alignment with the implementation schedule and recommending corrective actions in case of delays.

- **Penanganan Permasalahan Teknis**
Mengidentifikasi, menganalisis, dan memberikan rekomendasi solusi terhadap permasalahan teknis yang timbul selama pelaksanaan pekerjaan konstruksi.
Identifying, analyzing, and recommending solutions to technical issues arising during construction implementation.
- **Dukungan Administrasi Kontrak**
Mendukung Pengguna Jasa dalam pengendalian administrasi kontrak, termasuk verifikasi volume pekerjaan, evaluasi pembayaran, serta penyusunan laporan kemajuan dan dokumentasi proyek.
Supporting the Employer in contract administration, including verification of work quantities, evaluation of payment certificates, and preparation of progress reports and project documentation.
- **Penerapan Keselamatan dan Lingkungan**
Memastikan penerapan standar keselamatan konstruksi (SMKK) serta pengelolaan dampak lingkungan selama pelaksanaan pekerjaan.
Ensuring the implementation of construction safety standards and environmental management throughout project execution.

C. Durasi dan Lokasi Pekerjaan / *Duration and Location of the Services*

13. Jangka waktu pelaksanaan jasa konsultansi pengawasan adalah selama sepuluh (10) bulan terhitung sejak tanggal penandatanganan kontrak. Mengingat paket pekerjaan konstruksi Cluster dan Tambak Masyarakat (Construction of Cluster and Farmer Pond) (CW-05) diperkirakan memiliki jadwal penandatanganan kontrak dan dimulainya pelaksanaan pekerjaan yang berbeda-beda, mobilisasi dan penempatan tenaga ahli Konsultan pada setiap lokasi proyek akan mengikuti jadwal pelaksanaan masing-masing paket pekerjaan tersebut. Konsultan wajib memastikan tenaga ahli yang dipersyaratkan dimobilisasi secara tepat waktu untuk mendukung pelaksanaan setiap paket sejak dimulainya pekerjaan. Jadwal rinci penugasan dan mobilisasi personel akan disusun oleh Konsultan dan mendapat persetujuan Pengguna Jasa.

The duration of the technical supervision services shall be ten (10) months from the contract signing date. As the associated Construction of Cluster and Farmer Pond civil works packages (CW-05) are expected to have different contract signing and commencement dates, the mobilization and deployment of the Consultant's experts to each project site shall follow the implementation schedule of the respective Construction of Cluster and Farmer Pond package (CW-05). The Consultant shall ensure that the required experts are mobilized in a timely manner to support each package upon its commencement. A detailed deployment and work schedule shall be prepared by the Consultant and approved by the Employer.

14. Jasa konsultansi akan dilaksanakan pada lokasi pekerjaan Construction of Cluster and Farmer Pond (CW-05) yang tersebar di Provinsi Aceh, Lampung, Bali, dan Sulawesi Selatan. Penempatan personel meliputi Central Office, Regional Office di Aceh, Lampung, dan Sulawesi Selatan, serta lokasi lapangan di Kabupaten Jember, Pinrang, Bone, Bulukumba, Sinjai, Wajo, Aceh Utara, Pidie, Pidie Jaya, Bireuen, Aceh Besar, Lampung Selatan, dan Lampung Timur.

The consulting services shall be carried out at the Construction of Cluster and Farmer Pond (CW-05) work locations across the Provinces of Aceh, Lampung, Bali, and South Sulawesi. Personnel deployment shall include the Central Office, Regional Offices in Aceh,

Lampung, and South Sulawesi, and field locations in Jembrana, Pinrang, Bone, Bulukumba, Sinjai, Wajo, North Aceh, Pidie, Pidie Jaya, Bireuen, Aceh Besar, South Lampung, and East Lampung.

No.	Provinsi Province	Kabupaten/Regency	Location / Office and Field
1	DKI Jakarta	Jakarta	Central Office
2	Aceh	Aceh Utara	Regional Office Aceh
3	Lampung	Lampung Selatan	Regional Office Lampung
4	South Sulawesi	Pinrang	Regional Office South Sulawesi
5	Bali	Jembrana	Jembrana
6	South Sulawesi	Pinrang	Pinrang
7	South Sulawesi	Bone	Bone
8	South Sulawesi	Bulukumba	Bulukumba
9	South Sulawesi	Sinjai	Sinjai
10	South Sulawesi	Wajo	Wajo
11	Aceh	Aceh Utara	Aceh Utara
12	Aceh	Pidie	Pidie
13	Aceh	Pidie Jaya	Pidie Jaya
14	Aceh	Bireuen	Bireuen
15	Aceh	Aceh Besar	Aceh Besar
16	Lampung	Lampung Selatan	Lampung Selatan
17	Lampung	Lampung Timur	Lampung Timur

D. Anggaran / Budget

15. Anggaran pelaksanaan jasa konsultasi pengawasan ini disusun sesuai dengan ketentuan pengadaan dan pengelolaan keuangan Asian Development Bank (ADB) untuk jasa konsultasi. **Berdasarkan HPS, total biaya jasa konsultasi adalah sebesar IDR 11.308.735.200, sedangkan Pagu Anggaran yang tersedia adalah sebesar IDR 11,308,736,000.** Struktur biaya dalam kontrak terdiri atas komponen Remuneration dan Out-of-Pocket Expenses (OPE) sesuai dengan ruang lingkup dan ketentuan dalam RFP.

The budget for the implementation of these construction supervision consulting services is prepared in accordance with the procurement and financial management requirements of the Asian Development Bank (ADB) for consulting services. **Based on the HPS, the total estimated cost of the consulting services is IDR 11.308.735.200, while the available Budget Ceiling is IDR 11,308,736,000.** The contract cost structure consists of Remuneration and Out-of-Pocket Expenses (OPE) in accordance with the scope of services and the provisions of the RFP.

16. Komponen Remuneration mencakup imbal jasa tenaga profesional dan staf pendukung berdasarkan person-month atau waktu penugasan yang disepakati dalam kontrak. Komponen Out-of-Pocket Expenses (OPE) merupakan biaya langsung non-personel yang diperlukan untuk pelaksanaan pekerjaan, termasuk namun tidak terbatas pada akomodasi, transportasi, komunikasi, pencetakan dan penggandaan dokumen, serta biaya operasional lainnya sesuai dengan ruang lingkup pekerjaan. Rincian komponen OPE akan disampaikan dalam RFP.

The Remuneration component covers professional fees for professional personnel and support staff based on the agreed person-month inputs or period of engagement under the Contract. The Out-of-Pocket Expenses (OPE) component represents direct non-personnel costs necessary for the execution of the services, including but not limited to accommodation, transportation, communication, document printing and reproduction, and other operational costs in accordance with the scope of services. Details of the OPE component will be provided in the RFP.

E. Lingkup Pekerjaan / Scope of Work

17. Konsultan wajib melaksanakan, namun tidak terbatas pada, layanan-layanan berikut selama pelaksanaan paket pekerjaan sipil Construction of Cluster and Farmer Pond (CW-05).

The Consultant shall carry out, but not be limited to, the following services during the implementation of the Construction of Cluster and Farmer Pond (CW-05) civil works packages.

a. Review of Existing Data / Penelaahan Data dan Dokumen Eksisting

Konsultan wajib:

The Consultant shall:

- Menelaah seluruh data dan dokumen yang tersedia dan relevan dengan paket pekerjaan CW-05, termasuk dokumen kontrak, gambar desain, spesifikasi teknis, Bill of Quantities (BOQ), jadwal pelaksanaan, metode pelaksanaan, dokumen Sustainable Aquaculture Development Plan (SADP), serta dokumen teknis lainnya yang disediakan oleh Pengguna Jasa.

Review all available data and documents relevant to the CW-05 packages, including contract documents, design drawings, technical specifications, Bills of Quantities (BOQ), implementation schedules, construction methodologies, Sustainable Aquaculture Development Plan (SADP), and other technical documents provided by the Employer.

- Menelaah kesesuaian antara dokumen desain, kondisi aktual di lapangan, dan persyaratan kontrak, serta mengidentifikasi potensi ketidaksesuaian, kekurangan, permasalahan teknis, atau risiko yang dapat mempengaruhi pelaksanaan pekerjaan.

Review the consistency between the design documents, actual site conditions, and Contract requirements, and identify any potential discrepancies, omissions, technical issues, or risks that may affect the implementation of the Works.

- Menelaah persyaratan pengamanan lingkungan dan sosial, serta memastikan penerapannya selama pelaksanaan pekerjaan.

Review environmental and social safeguard requirements, and ensure their implementation during the execution of the Works.

- Menelaah persyaratan kesehatan dan keselamatan kerja, Mekanisme Penanganan Pengaduan (GRM), serta pencegahan dan penanganan risiko SEAH, dan memastikan penerapannya oleh Kontraktor.

Review health and safety requirements, the Grievance Redress Mechanism (GRM), and measures to prevent and address SEAH risks, and ensure their implementation by the Contractor.

b. Pengawasan Konstruksi / Construction Supervision

Konsultan wajib:

The Consultant shall:

- Melakukan pengawasan harian dan rutin terhadap seluruh kegiatan konstruksi di lapangan, termasuk mobilisasi tenaga kerja, material, dan peralatan.
Conduct daily and routine supervision of all construction activities on site, including mobilization of workforce, materials, and equipment.
- Memastikan pekerjaan konstruksi dilaksanakan sesuai dengan dokumen desain yang telah disetujui, spesifikasi teknis, metode kerja yang disetujui, dan ketentuan kontrak.
Ensure that construction works are carried out in accordance with the approved design documents, technical specifications, approved construction methods, and contract provisions.
- Memberikan arahan teknis dan rekomendasi tindakan perbaikan apabila ditemukan penyimpangan atau permasalahan teknis di lapangan.
Provide technical direction and recommend corrective actions in case of deviations or technical issues on site.

c. Kolaborasi dan Koordinasi / Collaboration and Coordination

Konsultan wajib:

The Consultant shall:

- Melakukan koordinasi secara berkala dengan Project Management and Technical Consultant (PMTTC CS-02), Project Facilitators, External Monitoring Consultant for Social Safeguards, Pengguna Jasa, Kontraktor, serta pemangku kepentingan terkait lainnya untuk memastikan pelaksanaan paket pekerjaan Construction of Cluster and Farmer Pond (CW-05) berjalan secara efektif, termasuk koordinasi teknis, pemantauan, penyelesaian permasalahan, dan pelaporan selama masa pelaksanaan proyek.
Coordinate regularly with the Project Management and Technical Consultant (PMTTC CS-02), Project Facilitators, External Monitoring Consultant for Social Safeguards, the Employer, Contractors, and other relevant stakeholders to ensure effective implementation of the Construction of Cluster and Farmer Pond (CW-05) civil works packages, including technical coordination, monitoring, issue resolution, and reporting throughout the project implementation period.

d. Pemrograman dan Pemantauan Kemajuan Pekerjaan / Programming and Monitoring Progress

Konsultan wajib:

The Consultant shall:

- Memantau dan mengevaluasi kemajuan pekerjaan agar sesuai dengan jadwal pelaksanaan yang telah disetujui serta memberikan rekomendasi tindakan korektif apabila terjadi keterlambatan.
Monitor and evaluate project progress to ensure alignment with the approved implementation schedule and recommend corrective measures in case of delays.
- Menyusun laporan kemajuan pekerjaan secara berkala (harian, mingguan, dan bulanan), termasuk dokumentasi foto dan catatan lapangan.
Prepare periodic progress reports (daily, weekly, and monthly), including photo documentation and site records.

e. Pengendalian Mutu / Quality Control

Konsultan wajib:

The Consultant shall:

- Melakukan penelaahan dan memberikan rekomendasi teknis terhadap material konstruksi, metode pelaksanaan pekerjaan, serta perubahan pekerjaan di lapangan (*variation orders*) apabila diperlukan.
Review and provide technical recommendations on construction materials, working methods, and field changes (variation orders), where applicable.
- Melakukan evaluasi mutu pekerjaan serta pemeriksaan dan pengujian material untuk memastikan kesesuaiannya dengan standar mutu yang dipersyaratkan.
Evaluate the quality of works and conduct material inspections and testing to ensure compliance with the required quality standards.

f. Sertifikasi Pembayaran / *Payment Certification*

Konsultan wajib:

The Consultant shall:

- Melakukan verifikasi volume pekerjaan dan memberikan rekomendasi pembayaran berkala berdasarkan prestasi pekerjaan yang telah dicapai sesuai dengan ketentuan kontrak.
Verify work quantities and provide recommendations for interim payments based on the actual work progress achieved in accordance with the Contract.

g. Pemantauan Lingkungan, Sosial, Kesehatan, dan Keselamatan Kerja / *Environmental, Social, Health and Safety Monitoring*

Konsultan wajib:

The Consultant shall:

- Memastikan penerapan Sistem Manajemen Keselamatan Konstruksi (SMKK), persyaratan keselamatan dan kesehatan kerja, serta pengamanan lingkungan selama pelaksanaan konstruksi.
Ensure implementation of the Construction Safety Management System (SMKK), occupational health and safety requirements, and environmental safeguard measures during construction.
- Melaksanakan pemantauan aspek sosial dan gender, termasuk partisipasi tenaga kerja perempuan, perlindungan kelompok rentan, dan pencegahan Kekerasan Berbasis Gender (Gender-Based Violence/GBV).
Monitor social and gender aspects, including women's participation, protection of vulnerable groups, and prevention of Gender-Based Violence (GBV).
- Selama seluruh tahapan pelaksanaan, memastikan bahwa Mekanisme Pengaduan (Grievance Mechanism/GM) yang berfungsi telah tersedia, seluruh pengaduan dijaga kerahasiaannya, dan ditindaklanjuti.

During all phases of implementation, ensure that a functional Grievance Mechanism (GM) is in place, all grievances are kept confidential, and are acted upon.

- Mendukung Pengguna Jasa dalam pengelolaan GRM dengan menelaah permasalahan yang disampaikan dan memberikan rekomendasi atas tindakan yang perlu dilakukan.
Support the Employer in administering the GRM by reviewing the issues raised and recommending any action to be taken.
- Memastikan Kontraktor membentuk GRM bagi pekerjaannya agar dapat melaporkan permasalahan secara rahasia, serta menelaah pengaduan yang diterima dan cara penanganannya oleh Kontraktor.
Ensure that the Contractor establishes a GRM for its workers to confidentially report issues, and review grievances received and how they are handled by the Contractor.

- Memastikan penerapan langkah-langkah sebagaimana diatur dalam ADB SEAH Good Practice Note untuk menangani risiko Eksploitasi, Pelecehan, dan Kekerasan Seksual (Sexual Exploitation, Abuse and Harassment/SEAH) dalam kegiatan yang dibiayai ADB yang melibatkan pekerjaan konstruksi.
[Ensure implementation of the measures set out in the ADB SEAH Good Practice Note to address the risks of Sexual Exploitation, Abuse and Harassment \(SEAH\) in ADB-financed operations involving civil works.](#)
- Melakukan koordinasi dan bekerja sama dengan External Monitoring Consultant untuk Social Safeguards dalam pemantauan dan penanganan aspek pengamanan sosial yang terkait dengan pelaksanaan pekerjaan konstruksi.
[Coordinate and collaborate with the External Monitoring Consultant for Social Safeguards in monitoring and addressing social safeguard aspects related to the implementation of the construction works.](#)

h. Penyelesaian dan Serah Terima Pekerjaan / [Completion and Handover](#)

Konsultan wajib:

[The Consultant shall:](#)

- Melakukan pemeriksaan akhir pekerjaan.
[Conduct final inspections.](#)
- Menyusun daftar cacat pekerjaan (*defect lists*).
[Prepare defect lists.](#)
- Mendampingi Pengguna Jasa dalam proses Provisional Hand Over (PHO) dan Final Hand Over (FHO).
[Assist the Employer during the Provisional Hand Over \(PHO\) and Final Hand Over \(FHO\) process.](#)

F. Dasar Hukum Kegiatan Pengawasan / [Legal Basis for Supervision Activities](#)

18. Dalam melaksanakan tugasnya, Konsultan Pengawasan berpedoman pada ketentuan hukum dan peraturan perundang-undangan yang berlaku, di antaranya:

[In carrying out its duties, the Supervision Consultant shall be guided by applicable laws and regulations, including but not limited to:](#)

- a) Peraturan Menteri Pekerjaan Umum Nomor 2 Tahun 2020 Tentang Perubahan Kedua atas Peraturan Menteri Pekerjaan Umum dan Perumahan Rakyat Nomor 05/PRT/M/2016 tentang Izin Mendirikan Bangunan Gedung
[Minister of Public Works Regulation No.2 Tahun 2020 concerning second Amendments of Ministry of Public Works Regulation No.0516 concerning Building Construction Permits](#)
- b) Undang-Undang Republik Indonesia No. 28 Tahun 2002 tentang Bangunan Gedung
[Law of the Republic of Indonesia No. 28 of 2002 on Buildings](#)
- c) Undang-Undang Republik Indonesia No. 32 Tahun 2009 tentang Perlindungan dan Pengelolaan Lingkungan Hidup
[Law of the Republic of Indonesia No. 32 of 2009 on Environmental Protection and Management](#)
- d) Peraturan Pemerintah Republik Indonesia No. 22 Tahun 2020 tentang Peraturan Pelaksanaan Undang-Undang Nomor 2 Tahun 2017 tentang Jasa Konstruksi.
[Government Regulation No. 22 of 2020 concerning Law implementation No. 2 of 2017 on Construction Services](#)
- e) Peraturan Pemerintah Republik Indonesia No. 16 Tahun 2021 tentang Peraturan Pelaksanaan Undang-Undang No.28 Tahun 2002 tentang Bangunan Gedung

[Government Regulation No. 16 of 2021 on the Implementation of Law No. 28 of 2002 on Buildings.](#)

- f) Peraturan Pemerintah Republik Indonesia No. 27 Tahun 2014 tentang Pengelolaan Barang Milik Negara/Daerah
[Government Regulation No. 27 of 2014 on the Management of State/Regional-Owned Assets.](#)
- g) Peraturan Pemerintah Republik Indonesia No. 22 Tahun 2021 tentang Penyelenggaraan Perlindungan dan Pengelolaan Lingkungan Hidup (Izin Lingkungan)
[Government Regulation No. 22 of 2021 on Environmental Protection and Management \(Environmental Permits\).](#)
- h) Peraturan Presiden Republik Indonesia No. 16 Tahun 2018 tentang Pengadaan Barang/Jasa Pemerintah beserta perubahannya dan aturan turunannya.
[Presidential Regulation of the Republic of Indonesia No. 16 of 2018 concerning the Procurement of Government Goods/Services and its amendments and derivative regulations.](#)
- i) Peraturan Menteri Kelautan dan Perikanan No. 41/PERMEN-KP/2014 tentang Larangan Pemasukan Jenis Ikan Berbahaya dari Luar Negeri ke dalam wilayah Negara Republik Indonesia
[Minister of Marine Affairs and Fisheries Regulation No. 41/PERMEN-KP/2014 on the on the Prohibition of Importing Hazardous Fish Species from Abroad into the Territory of the Republic of Indonesia](#)
- j) Peraturan Daerah setempat yang relevan, termasuk perizinan lokasi, tata ruang, dan lingkungan hidup.
[Relevant regional regulations, including spatial planning, environmental, and location permitting\).](#)
- k) Instruksi Presiden (Inpres) Nomor 9 Tahun 2000 tentang Pengarusutamaan Gender dalam Pembangunan Nasional.
[Presidential Instruction \(Inpres\) Number 9 of 2000 concerning Gender Mainstreaming in National Development](#)
- l) ADB Safeguard Policy Statement (SPS) 2009, termasuk ketentuan lingkungan, sosial, dan resettlement
[ADB Safeguard Policy Statement \(SPS\) 2009, including environmental, social, and resettlement safeguards](#)
- m) Loan Agreement dan Project Administration Manual (PAM) proyek terkait
[Relevant project's Loan Agreement and Project Administration Manual \(PAM\)](#)

G. Standar Teknis / [Technical Standards](#)

19. Lingkup tugas yang harus dilaksanakan oleh Konsultan Pengawasan adalah berpedoman pada dasar hukum di atas dan peraturan serta standar teknis berikut ini:

[The scope of tasks to be carried out by the Supervision Consultant shall be guided by the above-mentioned legal basis and the following technical regulations and standards:](#)

- a) Standar Nasional Indonesia (SNI) yang berisi ketentuan standar bahan bangunan, konstruksi, dan teknik sipil yang berlaku di wilayah Indonesia.
[Indonesian National Standard \(SNI\) containing applicable building materials, construction, and civil engineering standards in Indonesia.](#)
- b) Standar Industri Indonesia (SII) untuk bahan-bahan industri konstruksi tertentu.
[Indonesian Industrial Standards \(SII\) for specific construction industry materials.](#)
- c) Peraturan umum pelaksanaan pembangunan di Indonesia atau Algemene Voorwaarden voor de Uitvoering bij Aaneming van Openbare Werken (AV) 1941.

[General provisions for construction works in Indonesia or Algemene Voorwaarden \(AV\) 1941.](#)

- d) Keputusan-keputusan dari Majelis Indonesia untuk Arbitrase Teknik (MIAT) dari Dewan Teknik Pembangunan Indonesia (DTPI).
[Decisions from the Indonesian Board of Technical Arbitration \(MIAT\) under the Indonesian Development Engineering Council \(DTPI\).](#)
- e) Baja tulangan beton (SNI 2052:2017) dan Perencanaan Gempa (SNI 1726-2019).
[Reinforced concrete steel standard \(SNI 2052:2017\) and Earthquake Planning \(SNI 1726-2019\).](#)
- f) Peraturan Umum dari Dinas Kesehatan Kerja, Departemen Tenaga Kerja.
[General Regulations from the Occupational Health Department, Ministry of Manpower.](#)
- g) Peraturan Umum Instalasi Listrik (PUIL) 2020 dan ketentuan dari PLN setempat.
[General Electrical Installation Regulations \(PUIL\) 2020 and local PLN \(State Electricity Company\) standards.](#)
- h) Peraturan tentang Instalasi Air Bersih, Air Limbah, dan Ketentuan dari Perusahaan Air Minum setempat.
[Regulations on Clean Water and Wastewater Installations, including provisions from the local water utility company.](#)
- i) Peraturan Konstruksi Kayu Indonesia (7973:2013).
[Indonesian Timber Construction Regulations \(7973:2013\).](#)
- j) Standar teknis pembangunan tambak berkelanjutan berdasarkan Roadmap Tambak Udang Berkelanjutan – Permen KP No. 41/PERMEN-KP/2014.
[Technical standards for sustainable pond development based on the Sustainable Shrimp Pond Development Roadmap – Ministry Regulation No. 41/PERMEN-KP/2014.](#)
- k) Standar dan Pedoman Teknis Kementerian Kelautan dan Perikanan terkait infrastruktur budidaya perikanan, biosecurity, dan sistem saluran tambak.
[Technical standards and guidelines from the Ministry of Marine Affairs and Fisheries on aquaculture infrastructure, biosecurity, and pond canal systems.](#)
- l) Standar dan pedoman Asian Development Bank (ADB) – Untuk memastikan pemenuhan prinsip keberlanjutan, inklusi sosial, kesiapan proyek, dan tata kelola lingkungan yang baik.
[Standards and guidelines from the Asian Development Bank \(ADB\) – To ensure compliance with sustainability principles, social inclusion, project readiness, and sound environmental governance.](#)
- m) Permen PUPR No. 22 tahun 2018, tentang Pembangunan Bangunan Gedung Negara. Peraturan ini menetapkan pedoman teknis, persyaratan, tahapan, pembiayaan, pelaksanaan, pendaftaran, dan pengawasan pembangunan bangunan gedung negara.
[Ministry of Public Works and Housing Regulation No. 22 of 2018 on the Development of State Buildings – This regulation sets out the technical guidelines, requirements, stages, financing, implementation, registration, and supervision of state building construction.](#)

H. Informasi Konsultan / **Consultant Qualifications**

20. Konsultan harus memiliki pengalaman yang relevan dalam penyediaan jasa konsultansi pengawasan konstruksi, termasuk pengalaman dalam proyek yang didanai oleh lembaga pembiayaan internasional atau lembaga pembangunan.

The Consultant shall have relevant experience in providing construction supervision consulting services, including experience in projects financed by international financing institutions or development agencies.

21. Summary of the Expert Requirements is shown below:

Ringkasan Persyaratan Ahli ditunjukkan di bawah ini:

No.	Position	Number of Experts	Input (person-month)
A.	Key Experts		
1	Team Leader	1	10
2	Deputy Team Leader / Supervision Engineer	4	32
3	Health, Safety, and Environment (HSE) Specialist	4	32
	Subtotal	9	74
B.	Non-Key Experts		
1	Junior Civil Engineer	5	42
2	Site Manager / Civil Engineer	13	104
3	Inspector / Civil Engineer	37	296
	Subtotal	56	442
C.	Support Staff		
1	Office Manager	1	10
	Subtotal	1	10
	TOTAL	65	526

22. Penyedia mampu menyediakan personil sebagai berikut:

The provider must be able to supply the following personnel:

I. Tenaga Professional / Professional Staff

- 1) Team Leader, sebanyak 1 (satu) orang dengan persyaratan:

Team Leader, 1 (one) person with the following requirements:

- a) Memiliki Ijazah Minimal S2 Teknik Sipil, dari perguruan tinggi negeri atau perguruan tinggi swasta yang telah diakreditasi, atau perguruan tinggi luar negeri yang telah diakreditasi, dibuktikan dengan salinan ijazah;

Holds at least a Master's degree (S2) in Civil Engineering, from an accredited public university, or from an accredited foreign institution, verified by a copy of diploma;

- b) Mempunyai SKK Ahli Madya Teknik Sumber Daya Air jenjang 8 yang masih berlaku. Sertifikat keahlian / profesi yang dikeluarkan oleh pihak yang berwenang mengeluarkan sesuai dengan keahlian/ profesi yang disyaratkan.

Possesses a valid SKK - Intermediate Water Resources Engineering Expert level 8, issued by an authorized body according to the required expertise/profession;

Berpengalaman di bidangnya minimal 7 (tujuh) tahun dalam manajemen konstruksi atau pengawasan proyek infrastruktur publik skala besar, dengan pengalaman sebagai Team Leader dan/atau Water Resources Engineer, dibuktikan dengan Curriculum Vitae yang diketahui oleh perusahaan

tempatnya bekerja dan dilampiri Surat Keterangan Pekerjaan Terakhir (Referensi) dari PPK/Pengguna Jasa sebelumnya.

Has a minimum of 7 (seven) years of relevant experience in construction management or supervision of large public infrastructure projects, with experience as a Team Leader and/or Water Resources Engineer, verified by a Curriculum Vitae acknowledged by the employer and accompanied by a Reference Letter from the previous PPK/Service User..

Tugas Team Leader antara lain / Duties of the Team Leader include:

- a) Memastikan seluruh pelaksanaan pekerjaan pengawasan memenuhi Kerangka Acuan Kerja (KAK), dokumen kontrak, serta persyaratan teknis yang berlaku.

Ensuring that all supervision activities comply with the Terms of Reference (TOR), contract documents, and applicable technical requirements.

- b) Mengoordinasikan dan mengarahkan seluruh tenaga ahli pengawasan dalam melaksanakan tugas pengawasan teknis pada setiap paket pekerjaan.

Coordinating and directing all supervision experts in carrying out technical supervision tasks for each work package.

- c) Melaksanakan pengendalian teknis pelaksanaan pekerjaan konstruksi, termasuk namun tidak terbatas pada: Carrying out technical control of construction works, including but not limited to:

- Inspeksi secara teratur ke paket-paket pekerjaan untuk melakukan monitoring kondisi pekerjaan dan melakukan perbaikan-perbaikan agar pekerjaan dapat direalisasikan sesuai dengan ketentuan dan persyaratan yang telah ditentukan.

Regular inspections of work packages to monitor conditions and make improvements to ensure work meets specified terms.

- Memastikan pemahaman dan penerapan spesifikasi teknis secara tepat oleh kontraktor.

Ensuring proper understanding and implementation of technical specifications by the contractor.

- Menilai kesesuaian metode pelaksanaan pekerjaan dengan kondisi lapangan.

Assessing the suitability of construction methods with site conditions.

- Memastikan metode pengukuran volume pekerjaan sesuai dengan ketentuan dalam dokumen kontrak.

Ensuring that measurement of work quantities complies with contract provisions.

- Melakukan evaluasi dan rekomendasi teknis terkait perubahan pekerjaan (variation orders).

Evaluating and providing technical recommendations on variation orders.

- d) Memberikan rekomendasi penerimaan atau penolakan terhadap material, peralatan, dan hasil pekerjaan sesuai dengan spesifikasi.

Providing recommendations for acceptance or rejection of materials, equipment, and completed works in accordance with specifications.

- e) Memantau kinerja kontraktor secara menyeluruh dan melaporkan kepada Pengguna Jasa apabila terjadi deviasi terhadap jadwal atau mutu pekerjaan, serta memberikan rekomendasi tindakan perbaikan.
Monitoring contractor performance and reporting to the Employer in case of deviations in schedule or quality, along with recommendations for corrective actions.
 - f) Melakukan verifikasi dan pengendalian terhadap pengukuran volume pekerjaan, termasuk berpartisipasi dalam pengukuran akhir pekerjaan.
Verifying and controlling work quantity measurements, including participation in final measurements..
 - g) Menilai dan memverifikasi progres pekerjaan yang dapat diajukan untuk pembayaran termin (Interim Payment Certificate/IPC), serta memberikan rekomendasi kepada Pengguna Jasa.
Assessing and verifying work progress eligible for interim payments (Interim Payment Certificate/IPC) and providing recommendations to the Employer.
 - h) Mengoordinasikan penyusunan laporan kemajuan pekerjaan (harian, mingguan, dan bulanan) termasuk laporan fisik dan keuangan, serta menyampaikannya kepada Pengguna Jasa.
Coordinating the preparation of progress reports (daily, weekly, and monthly), including physical and financial reports, and submitting them to the Employer.
 - i) Menyusun dan memberikan justifikasi teknis atas usulan perubahan kontrak, termasuk gambar teknis dan perhitungan pendukung.
Preparing and providing technical justification for contract variations, including supporting drawings and calculations.
- 2) Deputy Team Leader/ Supervision Engineer (Teknik Sumber Daya Air) sebanyak 4 (empat) orang dengan persyaratan: *Deputy Team Leader / Tenaga Ahli Pengawas Lapangan (Water Resources Engineer), 4 (four) person with the following requirements:*
- a) Memiliki ijazah minimal S1 Teknik Sipil dari perguruan tinggi negeri atau perguruan tinggi swasta yang telah diakreditasi, atau perguruan tinggi luar negeri yang telah diakreditasi, dibuktikan dengan salinan ijazah;
Holds at least a Bachelor's degree (S1) in Civil Engineering or a related field, from an accredited public or private university, or from an accredited foreign institution, verified by a copy of diploma;
 - b) Mempunyai SKK Ahli Muda Teknik Sumber Daya Air jenjang 7 (318) yang masih berlaku. Sertifikat kompetensi kerja yang dikeluarkan oleh pihak yang berwenang sesuai dengan keahlian/profesi yang disyaratkan;
Possesses a valid SKK - Junior Water Resources Engineering Expert certificate level 7 (318), issued by an authorized body according to the required expertise/profession;
 - c) Mempunyai pengalaman kerja di bidang konstruksi sipil minimal 3 (tiga) tahun, dibuktikan dengan Curriculum Vitae yang diketahui oleh perusahaan tempatnya bekerja dan dilampiri Surat Keterangan Pekerjaan Terakhir (Referensi) dari PPK/Pengguna Jasa sebelumnya;

Has at least 3 (three) years of relevant experience in civil construction, verified by a Curriculum Vitae acknowledged by the employer and accompanied by a Reference Letter from the previous PPK/Service User;

Tugas dan tanggung jawab Deputy Team Leader / Supervision Engineer antara lain sebagai berikut: *The duties and responsibilities of the Deputy Team Leader / Supervision Engineer include the following:*

- a) Mendukung Team Leader dalam mengelola dan mengoordinasikan pelaksanaan pengawasan teknis pekerjaan konstruksi pada wilayah atau lokasi penugasan masing-masing.
Support the Team Leader in managing and coordinating the technical supervision of construction works within their respective assigned areas or locations.
- b) Melakukan pengawasan teknis dan kunjungan lapangan secara berkala untuk memastikan pekerjaan dilaksanakan sesuai dengan gambar desain, spesifikasi teknis, metode pelaksanaan yang disetujui, dan ketentuan kontrak.
Conduct technical supervision and periodic site visits to ensure that the works are carried out in accordance with the design drawings, technical specifications, approved construction methods, and contract provisions.
- c) Menelaah dan mengevaluasi gambar kerja (shop drawings), metode pelaksanaan, material, serta dokumen teknis lainnya yang diajukan oleh Kontraktor.
Review and evaluate shop drawings, construction methods, materials, and other technical documents submitted by the Contractor.
- d) Memberikan arahan teknis kepada Site Manager dan Inspector serta memastikan tindak lanjut atas ketidaksesuaian atau permasalahan teknis yang ditemukan di lapangan.
Provide technical guidance to the Site Managers and Inspectors and ensure follow-up actions are taken on non-compliances or technical issues identified on site.
- e) Melakukan pengendalian dan evaluasi mutu pekerjaan serta memastikan pemeriksaan dan pengujian material dan pekerjaan dilaksanakan sesuai dengan spesifikasi teknis dan standar yang berlaku.
Carry out quality control and evaluation of the works and ensure that inspections and testing of materials and works are conducted in accordance with the applicable technical specifications and standards.
- f) Memantau kemajuan pekerjaan terhadap jadwal pelaksanaan, mengidentifikasi potensi keterlambatan, dan memberikan rekomendasi tindakan korektif atau langkah percepatan kepada Team Leader dan Pengguna Jasa.
Monitor work progress against the implementation schedule, identify potential delays, and provide recommendations on corrective actions or acceleration measures to the Team Leader and the Employer.
- g) Melakukan pemeriksaan dan verifikasi terhadap pengukuran dan volume pekerjaan yang telah dilaksanakan, berdasarkan hasil pengukuran lapangan, gambar, spesifikasi, dan ketentuan Kontrak.

Review and verify the measurement and quantities of completed works based on site measurements, drawings, specifications, and the provisions of the Contract.

- h) Menelaah, memverifikasi, dan memberikan rekomendasi teknis atas permohonan pembayaran Kontraktor, termasuk Interim Payment Certificate (IPC) atau pembayaran termin, berdasarkan volume pekerjaan yang telah diverifikasi dan kemajuan pekerjaan yang benar-benar dicapai.
Review, verify, and provide technical recommendations on the Contractor's payment applications, including Interim Payment Certificates (IPCs) or progress payments, based on verified work quantities and actual progress achieved.
 - i) Menelaah dan mengevaluasi usulan perubahan pekerjaan (Variations), termasuk justifikasi teknis, dampak terhadap kuantitas, biaya, dan waktu pelaksanaan, serta memberikan rekomendasi kepada Team Leader dan Pengguna Jasa sesuai dengan ketentuan Kontrak.
Review and evaluate proposed Variations, including their technical justification and implications for quantities, cost, and time for completion, and provide recommendations to the Team Leader and the Employer in accordance with the provisions of the Contract.
 - j) Mengoordinasikan dan menelaah laporan dari Site Manager dan Inspector pada wilayah penugasannya serta memastikan data kemajuan fisik, volume pekerjaan, mutu, dan permasalahan lapangan terdokumentasi dengan baik.
Coordinate and review reports from the Site Managers and Inspectors within the assigned area and ensure that physical progress, work quantities, quality, and site issues are properly documented.
 - k) Berkoordinasi dengan PMTC (CS-02), Project Facilitators, Pengguna Jasa, Kontraktor, dan pemangku kepentingan terkait dalam penyelesaian permasalahan teknis dan pelaksanaan pekerjaan.
Coordinate with PMTC (CS-02), Project Facilitators, the Employer, Contractors, and other relevant stakeholders in resolving technical issues and supporting the implementation of the works.
 - l) Memastikan pelaksanaan pekerjaan pada wilayah penugasannya memperhatikan persyaratan lingkungan, sosial, kesehatan, dan keselamatan kerja sesuai dengan ketentuan proyek.
Ensure that the implementation of works within the assigned area takes into account environmental, social, health, and safety requirements in accordance with the project requirements.
 - m) Mendukung Team Leader dalam penyusunan laporan teknis, analisis kemajuan pekerjaan, evaluasi mutu, verifikasi pembayaran, evaluasi Variations, dan dokumentasi terkait pelaksanaan paket CW-05.
Support the Team Leader in preparing technical reports, progress analyses, quality evaluations, payment verification, Variation assessments, and documentation related to the implementation of the CW-05 packages..
- 3) Health, Safety, and Environment (HSE) Specialist, sebanyak 4 (empat) orang dengan persyaratan: Health, Safety, and Environment (HSE) Specialist, 4 (four) person with the following requirements:

- a) Memiliki ijazah minimal S1 Kesehatan dan Keselamatan Kerja, atau Teknik Lingkungan, atau Teknik Sipil, dari perguruan tinggi negeri atau perguruan tinggi swasta yang telah diakreditasi, atau dari perguruan tinggi luar negeri yang telah diakreditasi, dibuktikan dengan salinan ijazah;
[Holds at least a Bachelor's degree \(S1\) in Occupational Health and Safety, or Environmental Engineering, or Civil Engineering, from an accredited public or private university, or from an accredited foreign institution, verified by a copy of diploma;](#)
- b) Memiliki pengalaman kerja minimal 3 (tiga) tahun di bidang pelaksanaan Kesehatan, Keselamatan Kerja, dan Lingkungan (K3L), dibuktikan dengan Curriculum Vitae yang diketahui oleh perusahaan tempatnya bekerja dan dilampiri Surat Keterangan Pekerjaan Terakhir (Referensi) dari PPK/Pengguna Jasa sebelumnya;
[Has at least 3 \(three\) years of professional experience in the implementation of Health, Safety, and Environment \(HSE\) practices, verified by a Curriculum Vitae acknowledged by the employer and accompanied by a Reference Letter from the previous PPK/Service User;](#)
- c) Memiliki sertifikasi HSE/K3 yang relevan dan masih berlaku (seperti Ahli K3 Konstruksi);
[Holds a valid and relevant HSE certification, such as Construction HSE Expert \(Ahli K3 Konstruksi\);](#)

Tugas dan tanggung jawab Health, Safety, and Environment (HSE) Specialist antara lain sebagai berikut: [Duties and responsibilities of the Health, Safety, and Environment \(HSE\) Specialist:](#)

- a) Melakukan pemantauan dan pengawasan pelaksanaan persyaratan kesehatan, keselamatan kerja, dan lingkungan selama pelaksanaan pekerjaan konstruksi pada wilayah atau lokasi penugasannya.
[Monitor and supervise the implementation of health, safety, and environmental requirements during the construction works within the assigned area or location.](#)
- b) Menelaah dan memantau penerapan rencana dan prosedur kesehatan, keselamatan, dan lingkungan oleh Kontraktor, termasuk Sistem Manajemen Keselamatan Konstruksi (SMKK), serta memberikan rekomendasi tindakan perbaikan apabila ditemukan ketidaksesuaian.
[Review and monitor the implementation of the Contractor's health, safety, and environmental plans and procedures, including the Construction Safety Management System \(SMKK\), and recommend corrective actions in case of non-compliance.](#)
- c) Melakukan inspeksi lapangan secara berkala untuk mengidentifikasi risiko lingkungan, kesehatan, dan keselamatan kerja serta memastikan tindakan mitigasi dan perbaikan dilaksanakan secara tepat waktu.
[Conduct periodic site inspections to identify environmental, health, and safety risks and ensure that mitigation and corrective actions are implemented in a timely manner.](#)
- d) Memantau kepatuhan terhadap persyaratan lingkungan dan sosial proyek, dokumen pengelolaan yang berlaku, ketentuan peraturan perundang-undangan Indonesia, serta persyaratan ADB yang relevan.

Monitor compliance with the Project's environmental and social requirements, applicable management documents, Indonesian laws and regulations, and relevant ADB requirements.

- e) Memantau kondisi keselamatan dan kesehatan kerja, termasuk penggunaan alat pelindung diri, keselamatan lokasi kerja, penanganan material dan limbah, serta pelaporan dan tindak lanjut terhadap insiden atau kecelakaan kerja.

Monitor occupational health and safety conditions, including the use of personal protective equipment, worksite safety, handling of materials and waste, and the reporting and follow-up of incidents or accidents.

- f) Memastikan bahwa Mekanisme Pengaduan (Grievance Mechanism/GM) yang relevan dengan pelaksanaan pekerjaan tersedia dan berfungsi, serta memantau pengaduan yang berkaitan dengan aspek lingkungan, sosial, kesehatan, keselamatan, dan kondisi kerja.

Ensure that the Grievance Mechanism (GM) relevant to the implementation of the works is available and functional, and monitor grievances related to environmental, social, health, safety, and labor conditions.

- g) Memantau pelaksanaan mekanisme pengaduan bagi pekerja yang dibentuk oleh Kontraktor serta menelaah pengaduan yang diterima dan tindak lanjut yang dilakukan oleh Kontraktor.

Monitor the implementation of the worker grievance mechanism established by the Contractor and review grievances received and follow-up actions taken by the Contractor.

- h) Mendukung pelaksanaan langkah-langkah pencegahan dan penanganan risiko Sexual Exploitation, Abuse and Harassment (SEAH) sesuai dengan persyaratan proyek dan ketentuan ADB yang berlaku.

Support the implementation of measures to prevent and address the risks of Sexual Exploitation, Abuse and Harassment (SEAH) in accordance with Project requirements and applicable ADB provisions.

- i) Mengoordinasikan dan memberikan masukan kepada Team Leader, Deputy Team Leader/Supervision Engineer, Site Manager, dan Inspector terkait temuan lingkungan, sosial, kesehatan, dan keselamatan serta tindakan korektif yang diperlukan.

Coordinate and provide input to the Team Leader, Deputy Team Leader/Supervision Engineer, Site Managers, and Inspectors regarding environmental, social, health, and safety findings and the required corrective actions.

- j) Menyusun dan menyampaikan hasil pemantauan lingkungan, sosial, kesehatan, dan keselamatan, termasuk temuan, insiden, pengaduan, tindakan perbaikan, dan status tindak lanjut untuk dimasukkan dalam laporan berkala Konsultan.

Prepare and submit environmental, social, health, and safety monitoring results, including findings, incidents, grievances, corrective actions, and follow-up status, for inclusion in the Consultant's periodic reports.

- k) Melaksanakan tugas lain yang relevan sesuai arahan Team Leader dalam ruang lingkup penugasan.

Carry out other relevant duties as directed by the Team Leader within the scope of the assignment..

II. Tenaga Sub Professional / Sub-Professional Staff

1) Junior Civil Engineer, sebanyak 5 (lima) orang dengan persyaratan:

Junior Civil Engineer, 5 (five) persons with the following requirements:

- a) Memiliki ijazah minimal Sarjana (S1) di bidang Teknik Sipil dari perguruan tinggi yang terakreditasi, dibuktikan dengan salinan ijazah.
Holds at least a Bachelor's degree (S1) in Civil Engineering from an accredited university, verified by a copy of the diploma.
- b) Memiliki pengalaman kerja minimal 2 (dua) tahun di bidang pekerjaan konstruksi sipil, pengawasan konstruksi, dan/atau pekerjaan sumber daya air, dibuktikan dengan Curriculum Vitae dan dokumen pendukung pengalaman kerja yang relevan.
Has at least 2 (two) years of professional experience in civil construction works, construction supervision, and/or water resources works, verified by a Curriculum Vitae and relevant supporting documents.

Tugas dan tanggung jawab Junior Civil Engineer antara lain sebagai berikut:

The duties and responsibilities of the Junior Civil Engineer include the following:

- a) Mendukung Deputy Team Leader/Supervision Engineer dalam pelaksanaan pengawasan teknis pekerjaan konstruksi pada wilayah atau lokasi penugasannya.
Support the Deputy Team Leader/Supervision Engineer in carrying out technical supervision of construction works within the assigned area or location.
- b) Melakukan pemeriksaan lapangan terhadap pelaksanaan pekerjaan untuk memastikan kesesuaian dengan gambar desain, spesifikasi teknis, metode pelaksanaan, dan ketentuan kontrak.
Conduct site inspections of the works to verify compliance with the design drawings, technical specifications, construction methods, and Contract requirements.
- c) Membantu melakukan pemeriksaan dan pengukuran volume pekerjaan berdasarkan kondisi dan hasil pekerjaan di lapangan, termasuk mendukung pelaksanaan pengukuran bersama (joint measurement) apabila diperlukan.
Assist in checking and measuring work quantities based on actual site conditions and completed works, including supporting joint measurements where required.
- d) Mendukung pengumpulan, pemeriksaan, dan verifikasi awal data serta dokumen terkait kemajuan fisik pekerjaan dan permohonan pembayaran berkala Kontraktor untuk selanjutnya ditelaah oleh Deputy Team Leader/Supervision Engineer.
Support the collection, checking, and preliminary verification of data and documents related to physical work progress and the Contractor's interim payment applications for subsequent review by the Deputy Team Leader/Supervision Engineer.
- e) Membantu melakukan pemeriksaan mutu pekerjaan, material, dan hasil pengujian sesuai dengan spesifikasi dan standar yang berlaku.

Assist in checking the quality of works and materials and reviewing test results in accordance with the applicable specifications and standards.

- f) Membantu mengidentifikasi ketidaksesuaian, permasalahan teknis, atau potensi keterlambatan pekerjaan di lapangan serta menyampaikan hasilnya kepada Deputy Team Leader/Supervision Engineer.

Assist in identifying non-compliance, technical issues, or potential delays in the field and report the findings to the Deputy Team Leader/Supervision Engineer.

- g) Mendukung penyusunan catatan lapangan, dokumentasi teknis, laporan kemajuan, dan data pendukung lainnya yang diperlukan dalam pelaksanaan pengawasan.

Support the preparation of site records, technical documentation, progress reports, and other supporting data required for the supervision services.

- h) Berkoordinasi dengan Site Manager dan Inspector dalam pelaksanaan pemeriksaan lapangan dan pengumpulan data teknis.

Coordinate with the Site Manager and Inspector in conducting site inspections and collecting technical data.

- i) Melaksanakan tugas lain yang relevan sesuai arahan Deputy Team Leader/Supervision Engineer atau Team Leader dalam ruang lingkup penugasan.

Carry out other relevant duties as directed by the Deputy Team Leader/Supervision Engineer or Team Leader within the scope of the assignment.

2) Site Manager (Sipil), sebanyak 13 (tiga belas) orang dengan persyaratan:

Site Manager (Civil), 13 (thirteen) persons with the following requirements:

- a) Memiliki pendidikan minimal S1 Teknik Sipil dengan pengalaman kerja minimal 2 (dua) tahun, atau D3 Teknik Sipil dengan pengalaman kerja minimal 5 (lima) tahun, dari perguruan tinggi negeri atau perguruan tinggi swasta yang terakreditasi, atau perguruan tinggi luar negeri yang diakui, dibuktikan dengan salinan ijazah.

Holds a minimum of a Bachelor's Degree (S1) in Civil Engineering with at least 2 (two) years of relevant work experience, or an Associate Degree (D3) in Civil Engineering with at least 5 (five) years of relevant work experience, from an accredited public or private university, or a recognized foreign higher education institution, as evidenced by a copy of the diploma.

- b) Memiliki pengalaman kerja yang relevan di bidang pengawasan atau pelaksanaan pekerjaan konstruksi sesuai dengan persyaratan pendidikan dan pengalaman sebagaimana disebutkan di atas, yang dibuktikan dengan Curriculum Vitae (CV) dan dokumen pendukung pengalaman kerja, termasuk surat referensi atau surat keterangan dari pemberi kerja atau Pengguna Jasa sebelumnya.

Has relevant experience in construction supervision or construction works in accordance with the educational qualifications and experience requirements stated above, as evidenced by a Curriculum Vitae (CV) and supporting documents of work experience, including reference letters or certificates from previous employers or Clients.

Tugas dan tanggung jawab Site Manager (Sipil) antara lain sebagai berikut:

- a) Bertanggung jawab penuh atas pelaksanaan pekerjaan konstruksi di lokasi masing-masing, termasuk pengawasan harian terhadap semua aktivitas sipil dan struktur.
Fully responsible for the execution of construction works at each assigned site, including daily supervision of all civil and structural activities.
- b) Memastikan pelaksanaan konstruksi sesuai dengan gambar kerja, spesifikasi teknis, standar mutu, metode kerja yang disetujui, dan waktu pelaksanaan proyek.
Ensure that construction is carried out in accordance with the working drawings, technical specifications, quality standards, approved work methods, and project schedule.
- c) Mengelola tenaga kerja, peralatan, dan material di lokasi agar penggunaan sumber daya efisien dan tepat waktu.
Manage manpower, equipment, and materials on site to ensure efficient and timely use of resources.
- d) Melakukan koordinasi langsung dengan Inspektur Lapangan, kontraktor pelaksana, dan pihak terkait lainnya untuk kelancaran pelaksanaan pekerjaan.
Coordinate directly with Field Inspectors, implementing contractors, and other relevant parties to ensure smooth execution of works.
- e) Melaporkan kemajuan pekerjaan harian/mingguan/bulanan kepada Supervision Engineer dan Team Leader melalui laporan tertulis dan dokumentasi lapangan.
Report daily/weekly/monthly work progress to the Supervision Engineer and Team Leader through written reports and site documentation.
- f) Menyampaikan permasalahan teknis atau deviasi pelaksanaan di lapangan kepada Tim Pengawasan untuk mendapatkan arahan atau persetujuan lebih lanjut.
Communicate any technical issues or implementation deviations to the Supervision Team for further instructions or approvals.
- g) Memastikan pelaksanaan pekerjaan memenuhi standar keselamatan kerja, kesehatan, dan lingkungan sesuai dengan peraturan yang berlaku.
Ensure that the construction works comply with applicable occupational safety, health, and environmental standards.
- h) Melaksanakan pengendalian mutu (quality control) di lapangan, termasuk pemeriksaan material, proses pekerjaan, dan hasil pekerjaan sesuai dengan spesifikasi teknis.
Carry out on-site quality control, including inspection of materials, work processes, and completed works in accordance with technical specifications.
- i) Memastikan pelaksanaan pengujian material dan pekerjaan (field/laboratory tests) dilakukan sesuai prosedur dan hasilnya terdokumentasi dengan baik.
Ensure that material and work testing (field/laboratory tests) are conducted in accordance with procedures and properly documented.

- j) Melakukan pengukuran bersama (joint measurement) terhadap volume pekerjaan di lapangan serta mendukung verifikasi kuantitas pekerjaan untuk keperluan pembayaran (IPC).
Carry out joint measurements of work quantities on site and support verification of quantities for payment purposes (IPC).
 - k) Memeriksa dan mencatat kuantitas pekerjaan harian serta memastikan kesesuaian dengan laporan kontraktor.
Check and record daily work quantities and ensure consistency with contractor reports.
 - l) Melakukan pemeriksaan akhir terhadap mutu pekerjaan dan kesiapan lokasi sebelum proses serah terima pekerjaan.
Conduct final inspections on work quality and site readiness prior to handover.
 - m) Menyimpan dan mengarsipkan seluruh dokumen teknis dan administratif di lokasi proyek, termasuk gambar revisi, laporan, dan berita acara.
Maintain and archive all technical and administrative documents at the project site, including revised drawings, reports, and minutes.
 - n) Melaksanakan tugas-tugas lain yang relevan yang diberikan oleh Team Leader atau Supervision Engineer sesuai dengan ruang lingkup proyek.
Carry out other relevant tasks assigned by the Team Leader or Supervision Engineer in accordance with the project scope.
- 3) Inspektur (Sipil), sebanyak 37 (tiga puluh tujuh) orang dengan persyaratan:
Inspector (Civil), 37 (thirty-seven) persons with the following requirements:
- a) Memiliki Ijazah Minimal D3 Teknik Sipil, dari perguruan tinggi negeri atau perguruan tinggi swasta yang telah lulus ujian negara atau yang telah diakreditasi, atau perguruan tinggi luar negeri yang telah diakreditasi, dibuktikan dengan salinan ijazah;
Holds a minimum of an Associate Degree (D3) in Civil Engineering from an accredited public or private university, or from an accredited foreign institution, verified by a diploma copy;
 - b) Berpengalaman di bidangnya minimal 5 (lima) tahun untuk D3 dibuktikan dengan Curriculum Vitae yang diketahui oleh perusahaan tempatnya bekerja dan dilampiri Surat Keterangan Pekerjaan Terakhir (Referensi) dari PPK/Pengguna Jasa sebelumnya.
Has a minimum of 5 (five) years of experience for D3 holders, verified by a Curriculum Vitae acknowledged by the employer and accompanied by a Reference Letter from the previous PPK/Service User.

Tugas dan tanggung jawab Inspektur (sipil) antara lain sebagai berikut:

- a) Melakukan pengawasan lapangan secara langsung terhadap pekerjaan sipil harian untuk memastikan kesesuaian dengan gambar desain, spesifikasi teknis, dan metode kerja yang telah disetujui.
Conduct on-site supervision of daily civil works to ensure compliance with design drawings, technical specifications, and approved work methods.
- b) Memeriksa dan mencatat kemajuan pekerjaan di lapangan, serta mendokumentasikan hasil pekerjaan dalam bentuk laporan harian dan foto kemajuan.

Inspect and record progress of work on-site, and document the results through daily reports and progress photos.

- c) Mengawasi mutu material dan pelaksanaan pekerjaan di lapangan agar sesuai dengan standar kualitas dan ketentuan teknis yang berlaku.
Monitor the quality of materials and workmanship on-site to ensure they meet applicable quality standards and technical requirements.
- d) Melaporkan setiap ketidaksesuaian atau potensi masalah teknis kepada Site Manager dan menyarankan tindakan korektif.
Report any non-conformities or potential technical issues to the Site Manager and recommend corrective actions.
- e) Melakukan pemeriksaan terhadap bekisting, tulangan, pengecoran, pemadatan tanah, pekerjaan pasangan, dan pekerjaan struktur lainnya sesuai tahapan konstruksi.
Inspect formwork, reinforcement, concreting, soil compaction, masonry works, and other structural works in line with the construction stages.
- f) Mengawal pelaksanaan pekerjaan agar sesuai dengan jadwal waktu yang telah ditentukan dan membantu mengidentifikasi penyebab keterlambatan.
Ensure the implementation of works aligns with the approved schedule and assist in identifying causes of delays.
- g) Berkoordinasi dengan tim kontraktor dan konsultan lainnya dalam hal pelaksanaan teknis pekerjaan dan inspeksi lapangan.
Coordinate with the contractor's team and other consultants regarding technical execution and site inspections.
- h) Menjaga pelaksanaan K3 (Keselamatan dan Kesehatan Kerja) di lapangan dan melaporkan pelanggaran jika ditemukan.
Ensure the implementation of occupational safety and health (OSH) on-site and report any violations found.
- i) Membantu dalam proses uji mutu material dan pekerjaan konstruksi di lapangan atau laboratorium sesuai kebutuhan.
Assist in the quality testing of materials and construction works, either on-site or in the laboratory, as needed.
- j) Menyimpan catatan teknis dan dokumentasi inspeksi lapangan secara sistematis untuk mendukung laporan berkala proyek.
Maintain technical records and field inspection documentation systematically to support periodic project reporting.
- k) Melaksanakan tugas lain yang diberikan oleh Site Manager, Supervision Engineer, atau Team Leader sesuai ruang lingkup pekerjaan.
Carry out other duties assigned by the Site Manager, Supervision Engineer, or Team Leader in line with the project scope.

III. Staf Pendukung / Supporting Staff

- 1) Office Manager; Memiliki Ijazah minimal S1 di bidang Manajemen atau Administrasi dari perguruan tinggi negeri atau swasta yang terakreditasi, dibuktikan dengan salinan ijazah. Memiliki pengalaman kerja minimal 3 (tiga) tahun di bidang administrasi proyek atau manajemen perkantoran, dibuktikan dengan Curriculum Vitae yang diketahui oleh perusahaan tempatnya bekerja.
Office Manager; Holds a minimum of a Bachelor's Degree (S1) in Management or Administration from an accredited public or private university, verified by a copy of

the diploma. Has at least 3 (three) years of working experience in project administration or office management, verified by a Curriculum Vitae acknowledged by the employer.

23. Penempatan Site Manager, Inspektor, dan personel lapangan lainnya dilakukan secara bertahap sesuai jadwal pelaksanaan masing-masing paket CW-05 dan tidak harus dimobilisasi secara bersamaan pada seluruh lokasi proyek.

The deployment of Site Managers, Inspectors, and other field personnel shall be carried out progressively in accordance with the implementation schedule of each CW-05 package and may not occur simultaneously at all project sites.

24. Untuk memastikan kejelasan pembagian tugas dan menghindari tumpang tindih kewenangan antar personel, pelaksanaan pemeriksaan pekerjaan, pengukuran volume, verifikasi kemajuan pekerjaan, dan administrasi pembayaran dilakukan secara berjenjang sesuai dengan tanggung jawab masing-masing personel. Site Manager dan Inspector bertanggung jawab untuk melakukan pengawasan, pemeriksaan, pengukuran, dan pengumpulan data serta dokumentasi pekerjaan di lapangan. Junior Civil Engineer mendukung pemeriksaan teknis, pengukuran volume pekerjaan, dan verifikasi awal atas data kemajuan fisik serta dokumen pendukung pembayaran.

To ensure a clear division of responsibilities and avoid overlapping duties among personnel, the inspection of works, measurement of quantities, verification of work progress, and payment administration shall be carried out in accordance with the respective responsibilities of the personnel. The Site Managers and Inspectors shall be responsible for site supervision, inspection, measurement, and collection of work data and documentation. The Junior Civil Engineers shall support technical inspections, measurement of work quantities, and preliminary verification of physical progress data and supporting payment documents.

25. Deputy Team Leader/Supervision Engineer bertanggung jawab untuk menelaah dan memverifikasi hasil pengukuran dan volume pekerjaan, melakukan review teknis atas permohonan pembayaran Kontraktor, termasuk *Interim Payment Certificate* (IPC) atau pembayaran termin, serta menelaah dan mengevaluasi usulan perubahan pekerjaan (*Variations*), termasuk dampaknya terhadap kuantitas, biaya, dan waktu pelaksanaan. Team Leader bertanggung jawab atas koordinasi, pengawasan keseluruhan pelaksanaan layanan Konsultan, serta penyampaian rekomendasi kepada Pengguna Jasa sesuai dengan ketentuan Kontrak.

The Deputy Team Leaders/Supervision Engineers shall be responsible for reviewing and verifying the results of measurements and work quantities, undertaking technical reviews of the Contractor's payment applications, including Interim Payment Certificates (IPCs) or progress payments, and reviewing and evaluating proposed Variations, including their implications for quantities, cost, and time for completion. The Team Leader shall be responsible for the overall coordination and supervision of the Consultant's services and for providing recommendations to the Employer in accordance with the provisions of the Contract.

I. Laporan dan Deliverables / Reports and Deliverables

26. Konsultan diwajibkan untuk menyerahkan dokumen dan laporan sebagai berikut:

The consultant is required to submit the following documents and reports:

- Laporan Pendahuluan (Inception Report): memuat pemahaman terhadap Kerangka Acuan Kerja, rencana kerja, metodologi pengawasan, organisasi tim, jadwal pelaksanaan, rencana mobilisasi personel, mekanisme koordinasi dengan Pengguna Jasa, PMTC (CS-02), dan Project Facilitators, serta pendekatan pelaksanaan pengamanan lingkungan dan sosial, termasuk Mekanisme Penanganan Pengaduan (Grievance Redress Mechanism/GRM).

Inception Report: includes the Consultant's understanding of the Terms of Reference, work plan, supervision methodology, team organization, implementation schedule, personnel mobilization plan, coordination arrangements with the Employer, PMTC (CS-02), and Project Facilitators, as well as the approach for implementing environmental and social safeguards, including the Grievance Redress Mechanism (GRM).

- Laporan Bulanan (Monthly Progress Reports): memuat kemajuan fisik dan keuangan; perbandingan antara rencana dan realisasi pelaksanaan (planned vs. actual); pelaksanaan pengamanan lingkungan dan sosial, termasuk keselamatan dan kesehatan kerja (K3), serta Mekanisme Penanganan Pengaduan (Grievance Redress Mechanism/GRM) pada seluruh lokasi proyek; permasalahan di lapangan dan tindak lanjutnya; dokumentasi foto; serta rekomendasi teknis.

Monthly Progress Reports: include physical and financial progress; comparison between planned and actual progress; implementation of environmental and social safeguards, including occupational health and safety (OHS), and the Grievance Redress Mechanism (GRM) across all project sites; site issues and follow-up actions; photo documentation; and technical recommendations.

- Laporan Akhir (Final Report): memuat evaluasi menyeluruh pelaksanaan proyek, pencapaian output, evaluasi pelaksanaan pengamanan lingkungan dan sosial, pelaksanaan Mekanisme Penanganan Pengaduan (GRM), permasalahan yang dihadapi, penyelesaian yang dilakukan, pembelajaran (lessons learned), serta rekomendasi untuk pekerjaan sejenis di masa mendatang.

Final Report: includes a comprehensive evaluation of project implementation, achievement of outputs, assessment of environmental and social safeguards implementation, implementation of the Grievance Redress Mechanism (GRM), issues encountered, corrective actions taken, lessons learned, and recommendations for similar future projects.

- Dokumentasi Serah Terima (Handover Documentation): termasuk daftar cacat (defects list), berita acara serah terima (PHO dan FHO), dokumentasi akhir pekerjaan, serta rekapitulasi penyelesaian temuan teknis, lingkungan, sosial, dan pengaduan yang berkaitan dengan pelaksanaan proyek.

Handover Documentation: includes defect lists, handover certificates (PHO and FHO), final project documentation, and a summary of the resolution of outstanding technical, environmental, social, and grievance-related issues associated with project implementation.

No.	Laporan dan Deliverables / Reports and Deliverables	Waktu Penyampaian / Timing	Isi Minimum / Minimum Content
1	Laporan Pendahuluan / Inception Report	Dalam waktu 1 bulan setelah dimulainya penugasan / Within 1 month after commencement of the assignment	• Pemahaman terhadap KAK, rencana kerja, dan metodologi pengawasan / Understanding of the TOR, work plan, and supervision methodology. • Organisasi tim dan jadwal pelaksanaan / Team organization and implementation schedule. • Rencana mobilisasi personel / Personnel mobilization plan. • Mekanisme koordinasi dengan Pengguna Jasa, PMTC (CS-02), dan Project Facilitators / Coordination arrangements with the Employer, PMTC (CS-02), and Project Facilitators. • Pendekatan pelaksanaan pengamanan lingkungan dan sosial, termasuk GRM / Approach to environmental and social safeguards implementation, including GRM.
2	Laporan Bulanan / Monthly Progress Report	Paling lambat tanggal 5 bulan berikutnya / By the 5th of the following month	• Kemajuan fisik dan keuangan / Physical and financial progress. • Perbandingan rencana dan realisasi / Planned versus actual progress. • Pelaksanaan pengamanan lingkungan dan sosial, termasuk K3 dan GRM / Implementation of environmental and social safeguards, including OHS and GRM. • Permasalahan di lapangan dan tindak lanjut / Site issues and follow-up actions. • Dokumentasi foto dan catatan lapangan / Photo documentation and site records. • Rekomendasi teknis / Technical recommendations.
3	Laporan Akhir / Final Report	Pada akhir masa penugasan / At the end of the assignment	• Evaluasi pelaksanaan proyek dan pencapaian output / Evaluation of project implementation and achievement of outputs. • Evaluasi pelaksanaan pengamanan lingkungan dan sosial serta GRM / Assessment of environmental and social safeguards and GRM implementation. • Permasalahan dan penyelesaian / Issues and resolutions.

No.	Laporan dan Deliverables / Reports and Deliverables	Waktu Penyampaian / Timing	Isi Minimum / Minimum Content
			• Lessons learned / Lessons learned. • Rekomendasi untuk pekerjaan sejenis di masa mendatang / Recommendations for similar future projects.
4	Dokumentasi Serah Terima / Handover Documentation	Pada saat penyelesaian dan serah terima pekerjaan / Upon completion and handover of the works	• Daftar cacat pekerjaan / Defect lists. • Berita acara serah terima PHO dan FHO / PHO and FHO handover documentation. • Dokumentasi akhir pekerjaan / Final project documentation. • Rekapitulasi penyelesaian temuan teknis, lingkungan, sosial, dan pengaduan / Summary of resolution of outstanding technical, environmental, social, and grievance-related issues.

J. Penutup / Closing

27. Kerangka Acuan Kerja ini disusun sebagai pedoman pelaksanaan pengawasan teknis tambak petani untuk mencapai tujuan proyek dengan efektif, efisien, dan sesuai dengan standar kualitas yang telah ditetapkan.

This Terms of Reference is prepared as a guide for the implementation of technical supervision for farmers' shrimp ponds, aimed at achieving the project objectives effectively, efficiently, and in accordance with the established quality standards.

Expression of Interest (EOI) Consulting Firms

Project Number	
Project Name	
Project Country	

I. Consulting Firm Information

CMS No. ¹ / date:	Country of Incorporation: ²
Consultant Name:	Acronym:
EOI Submission Authorized by:	Position

Associations (Joint Venture or Sub-consultancy)

CMS No. ¹	Consultant	Acronym	Country of Incorporation ²	Joint Venture (JV) or Sub-consultant	EOI Submission Authorized By	Position

Present the rationale for and benefits of working in association (JV or Sub-consultant) with others rather than undertaking the assignment independently (as appropriate). Describe the proposed management and coordination approach of the association and the role of each firm.

I confirm that:

- ☐ Documentation regarding our corporate structure including beneficial ownership has been attached.
- ☐ Documentation regarding our Board of Directors has been attached.
- ☐ A written agreement to associate for the purpose of this Expression of Interest has been signed between the consortium partners and has been attached.

¹ If already registered on ADB's Consultant Management System (CMS). CMS registration is not mandated under EA-administered selection.

² The lead consultant must submit a copy of the Certificate of Incorporation of itself and of each JV member and sub-consultant through VII. EOI Attachments.

Once your team is shortlisted and invited for submission of the Proposal, it is not permissible to transfer the invitation to any other firm, such as Consultant's parent companies, subsidiaries and affiliates. The Client will reject a Proposal if the Consultant drops a JV member without the Client's prior consent, which is given only in exceptional circumstances, such as debarment of the JV partner or occurrence of Force Majeure.³

II. Assignment Specific Qualifications and Experience

For online submission: Your EOI shall demonstrate technical competence and geographical experience based on project references entered in full registration under your CMS profile. We encourage you to update Project Information under your CMS prior to filling EOI.
For offline submission: Please provide relevant project information in Section E below.

A. Technical Competence

Cross-referencing from your profile projects in Section E. Project References, highlight the technical qualifications of your entity/consortium in undertaking similar assignments. Provide details of past experiences working with similar project authorities.

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B. Geographical Experience

Cross-referencing from your profile projects in Section E. Project References, present experiences in similar geographic areas.

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³ Paras. 3 and 7, Section 1 of the Standard Request for Proposal (SRFP), ADB website.

C. Management Competence (Please answer each question in one paragraph of 3-5 sentences)

1. Describe standard policies, procedures, and practices that your entity has to assure quality interaction with clients and outputs. Please state if your company is ISO certified.

2. How will your firm/consortium handle complaints concerning the performance of experts or quality of the reports submitted for this assignment? What internal controls are in place to address and resolve complaints?

3. How will you ensure the quality of your firm's/consortium's performance over the life of this assignment?

4. Describe standard policies, procedures and practices that your firm has put in place to avoid changes/replacements of personnel and to ensure the continuity of professional services once contracted.

5. Describe what social protection practices you have in place to safeguard the well-being of your proposed experts? Specifically describe arrangements you have in place for medical, accident, and life insurance coverage during the assignment.

D. Other Information (maximum of 500 words)

E. Project References

Please select most relevant projects to demonstrate the firm's technical qualifications and geographical experience (maximum 10 projects).

SN	Project	Period	Client	Country	Firm
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Project Summary

SN 1	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in person-months)

SN 2	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in person-months)

(Please insert more tables as necessary)

III. Comments on Terms of Reference**IV. Comments on Budget Adequacy****V. Key Considerations in approaching this assignment (no more than 9,000 characters summarizing approach and methodology)****VI. Key Experts**

List of experts is only required for Consultants' Qualifications Selection (CQS). Attach CV of each expert.

SN	Name	Email	Position/Title	Nationality
1				
2				
3				
4				
5				

(Please insert more rows as necessary)

VII. EOI Attachments

SN	Description
1	Certificate of Incorporation of the lead member
2	Certificate of Incorporation of the JV member (for each member)
3	Certificate of Incorporation of the Sub-Consultant (for each sub-consultant)
4	Letter of Association
5	

(Please insert more rows as necessary)

VIII. Eligibility Declaration⁴

We, the undersigned, certify to the best of our knowledge and belief:

- ☐ We have read the advertisement, including the terms of reference (TOR), for this assignment.
- ☐ Neither the consulting firm nor its JV member or sub-consultant or any of its experts prepared the TOR for this activity.
- ☐ We confirm that the project references submitted as part of this EOI accurately reflect the experience of the specified firm/consortium.
- ☐ We further confirm that, if any of our experts is engaged to prepare the TOR for any ensuing assignment resulting from our work product under this assignment, our firm, JV member or sub-consultant, and the expert(s) will be disqualified from short-listing and participation in the assignment.
- ☐ All consulting entities and experts proposed in this EOI are eligible to participate in ADB-funded, -supported and -administered activities.
- ☐ The lead entity and JV member or sub-consultant are NOT currently sanctioned by ADB or other MDBs. Neither the consulting firm nor the JV member or sub-consultant has ever been convicted of an integrity-related offense or crime related to theft, corruption, fraud, collusion or coercion.
- ☐ We understand that it is our obligation to notify ADB should any member of the consortium become ineligible to work with ADB or other MDBs or be convicted of an integrity-related offense or crime as described above.
- ☐ JV member or sub-consultant, including all proposed experts named in this EOI, confirmed their interest in this activity in writing.
- ☐ JV member or sub-consultant, including all proposed experts named in this EOI, authorized us in writing to represent them in expressing interest in this activity.
- ☐ None of the proposed consortiums are subsidiaries of and/or dependent on the Executing Agency or the Implementing Agency or individuals related to them.
- ☐ We understand that any misrepresentations that knowingly or recklessly mislead, or attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action, in accordance with ADB's Anticorruption Policy.

8 August 2018

⁴ Eligibility refers to ADB's Guidelines on the Use of Consultants by Asian Development Bank and its Borrowers 2013 or ADB Procurement Policy 2017 and Procurement Regulations for ADB Borrowers 2017, as relevant.