



**KEMENTERIAN SEKRETARIAT NEGARA RI
SEKRETARIAT WAKIL PRESIDEN**

BERITA ACARA PENETAPAN HARGA PERKIRAAN SENDIRI (HPS)			
DIPA	: Sekretariat Wakil Presiden RI Tahun Anggaran 2021.	Nomor	: 71/BA-HPS/PPK/D-2/SWP/12/2021
Pekerjaan	: Tenaga Ahli Transisi Tim Percepatan Penurunan Anak Kerdil <i>Monitoring Specialist for Public Policy Specialist</i>	Tanggal	: 27 Desember 2021
Lokasi	: Jl. Kebon Sirih No.14-16,	Lampiran	: Harga Perkiraan Sendiri

Pada hari ini Senin tanggal Dua Puluh Tujuh bulan Desember tahun Dua Ribu Dua Puluh Satu (27-12-2021) Pejabat Pembuat Komitmen telah menetapkan Harga Perkiraan Sendiri (HPS) biaya Tenaga Ahli Transisi Tim Percepatan Penurunan Anak Kerdil *Monitoring Specialist for Public Policy Specialist* Sekretariat Percepatan Pencegahan *Stunting* bulan Januari sampai dengan Maret 2022.

Dengan ini menyatakan hal-hal sebagai berikut :

1. Tenaga Ahli Transisi Tim Percepatan Penurunan Anak Kerdil *Monitoring Specialist for Public Policy Specialist* Sekretariat Percepatan Pencegahan *Stunting* bulan Januari sampai dengan Maret 2022 disusun berdasarkan:
 - Kontrak dengan PT. LPPSLH Nomor 06/MS.PP/PPA/PT.LPPSLH/V/2019 tanggal 19 Mei 2019;
 - Harga Pasar.
2. Bahwa sesuai dengan butir 1 tersebut di atas, maka Harga Perkiraan Sendiri (HPS) untuk biaya Tenaga Ahli Transisi Tim Percepatan Penurunan Anak Kerdil *Monitoring Specialist for Public Policy Specialist* Sekretariat Percepatan Pencegahan *Stunting* bulan Januari sampai dengan Maret 2022 ditetapkan sebagai berikut:

No.	URAIAN KEBUTUHAN	HARGA SATUAN	VOLUME		JUMLAH
1.	<i>Monitoring Specialist for Public Policy Specialist</i>	32,000,000	3	Bulan	96.000.000
Total					96.000.000

Demikian Berita Acara Penetapan Harga Perkiraan Sendiri (HPS) ini dibuat untuk dapat dipergunakan sebagaimana mestinya.

Ditetapkan di Jakarta,
Pejabat Pembuat Komitmen III,

Diar Indriatno



KEMENTERIAN SEKRETARIAT NEGARA RI
SEKRETARIAT WAKIL PRESIDEN

Jalan Kebon Sirih No. 14 Jakarta 10110, Telepon (021) 2316405 – 08
Faksimile (021) 3810104, Situs www.wapresri.go.id

Nomor : 01/UND/UKPBJ/PP6/SWP/12/2021
Lampiran : -

Jakarta, 29 Desember 2021

Kepada Yth.

Saputera

di
Jakarta

Perihal : Undangan Penyampaian Penawaran Penunjukan Langsung Pengadaan Tenaga Ahli Transisi Percepatan Pencegahan Anak Kerdil Tahun 2022 Monitoring Specialist for Public Policy

Sesuai dengan hasil kualifikasi Penunjukan Langsung untuk Pengadaan Tenaga Ahli Transisi Percepatan Pencegahan Anak Kerdil Tahun 2022 Monitoring Specialist for Public Policy, dengan ini mengundang Saudara untuk menyampaikan Dokumen Penawaran yang akan dilaksanakan :

1. Pemberian Penjelasan
Hari/Tanggal : Rabu/29 Desember 2022
Waktu : 14.00 - selesai
Tempat dan alamat : Biro Umum, Sekretariat Wakil Presiden
2. Penyampaian Dokumen Penawaran
Hari/Tanggal : Rabu/29 Desember 2022
Waktu : 14.00 - selesai
Tempat dan alamat : Biro Umum, Sekretariat Wakil Presiden

Jadwal sebagaimana dimaksud tercantum dalam SPSE.

Demikian disampaikan, atas perhatian dan kerjasama Saudara diucapkan terima kasih.

Pejabat Pengadaan 6
UKPBJ Sekretariat Wakil Presiden

Agi Fatinggi Iskandar



KEMENTERIAN SEKRETARIAT NEGARA RI
SEKRETARIAT WAKIL PRESIDEN

Jalan Kebon Sirih No. 14, Jakarta 10110 Telepon (021) 2316405-08
Faksimile (021) 3810104, Situs: www.wapresri.go.id

Berita Acara Pemberian Penjelasan

Pengadaan Tenaga Ahli Transisi Percepatan Pencegahan Anak Kerdil Tahun 2022
Monitoring Specialist for Public Policy

Nomor : 01/BA-PJ/UKPBJ/PP6/SWP/12/2021

Pada hari ini, 29 Desember 2021, telah dibuat Berita Acara Pemberian Penjelasan untuk paket pekerjaan:

Kode RUP	:	27550672
Nama paket	:	Pengadaan Tenaga Ahli Transisi Percepatan Pencegahan Anak Kerdil Tahun 2022 Monitoring Specialist for Public Policy
Nilai Total HPS	:	Rp96.000.000,-
Metode Pemilihan	:	Jasa Konsultansi – Penyedia dalam Swakela – Pengadaan Langsung
Metode Evaluasi	:	Pembobotan

Kumpulan tanya jawab dan keterangan lain pada saat pemberian penjelasan:

NO	PERTANYAAN	PEJELASAN DAN KETERANGAN LAIN
	Tidak ada	

Demikian Berita Acara ini dibuat dan ditandatangani pada Hari, Tanggal, dan Bulan sebagaimana tersebut di atas untuk dipergunakan sebagaimana mestinya.

Kementerian Sekretariat Negara

ttd,

Pejabat Pengadaan 6 UKPBJ Setwapres

Pejabat Pengadaan

Agi Fatinggi Iskandar



KEMENTERIAN SEKRETARIAT NEGARA RI
SEKRETARIAT WAKIL PRESIDEN

Jalan Kebon Sirih No. 14, Jakarta 10110 Telepon (021) 2316405-08
Faksimile (021) 3810104, Situs: www.wapresri.go.id

Berita Acara Klarifikasi dan Negosiasi
Pengadaan Tenaga Ahli Transisi Percepatan Pencegahan Anak Kerdil Tahun 2022
Monitoring Specialist for Public Policy

Nomor : 01/BA-KL/UKPBJ/PP6/SWP/12/2021

Pada hari ini, 29 Desember 2021, telah dibuat Berita Acara Pemberian Penjelasan untuk paket pekerjaan:

Kode Tender	:	27550672
Nama Tender	:	Pengadaan Tenaga Ahli Transisi Percepatan Pencegahan Anak Kerdil Tahun 2022 Monitoring Specialist for Public Policy
Nilai Total HPS	:	Rp96.000.000,-
Metode Pemilihan	:	Jasa Konsultansi – Penyedia dalam Swakela – Pengadaan Langsung
Metode Evaluasi	:	Pembobotan

Bahwa berdasarkan pengalaman, daftar riwayat hidup, penyedia memenuhi kualifikasi dan tidak bersedia untuk menurunkan harga penawaran biaya.

NO	Penawaran Harga	Harga Negosiasi
1	Rp96.000.000,-	Rp96.000.000,-

Demikian Berita Acara ini dibuat dan ditandatangani pada Hari, Tanggal, dan Bulan sebagaimana tersebut di atas untuk dipergunakan sebagaimana mestinya.

Kementerian Sekretariat Negara

ttd,

Pejabat Pengadaan 6 UKPBJ Setwapres

Pejabat Pengadaan 6

Agi Fatinggi Iskandar



KEMENTERIAN SEKRETARIAT NEGARA RI
SEKRETARIAT WAKIL PRESIDEN

Jalan Kebon Sirih No. 14, Jakarta 10110 Telepon (021) 2316405-08
Faksimile (021) 3810104, Situs: www.wapresri.go.id

Berita Acara Hasil Pemilihan

Pengadaan Tenaga Ahli Transisi Percepatan Pencegahan Anak Kerdil Tahun 2022
Monitoring Specialist for Public Policy

Nomor : 01/BA-HP/UKPBJ/PP6/SWP/12/2021

Pada hari ini, 30 Desember 2021, telah dibuat Berita Acara Hasil Pemilihan untuk paket pekerjaan:

Kode RUP	:	27550672
Nama paket	:	Tenaga Ahli Transisi Percepatan Pencegahan Anak Kerdil Tahun 2022 Monitoring Specialist for Public Policy
Nilai Total HPS	:	Rp96.000.000,-
Metode Pemilihan	:	Jasa Konsultansi – Penyedia dalam Swakela – Pengadaan Langsung
Metode Evaluasi	:	Pembobotan

1. Undangan penyedia tanggal 28 Desember 2021.
2. Penawaran penyedia tanggal 29 Desember 2021.
3. Evaluasi penawaran

No.	Nama Peserta	Hasil Evaluasi	Keterangan
1	Saputera	LULUS	Nilai 89,25

4. Klarifikasi dan negosiasi tanggal 29 Desember 2021.

No.	Nama Peserta	Penawaran	Hasil Negosiasi
1	Saputera	Rp96.000.000,-	Rp96.000.000,-

Demikian Berita Acara ini dibuat dan ditandatangani pada Hari, Tanggal, dan Bulan sebagaimana tersebut di atas untuk dipergunakan sebagaimana mestinya.

Pejabat Pengadaan 6

Kementerian Sekretariat Negara

ttd,

Agil Fatinggi Iskandar

Pejabat Pengadaan 6 UKPBJ Setwapres

Jakarta, 29 Desember 2021

Perihal : Permohonan Lamaran Perpanjangan Kerja Program INEY Tahun 2022

Kepada Yth,

Bapak/Ibu : Pejabat Pembuat Komitmen (PPK) Kegiatan Stunting Sekretariat Wakil Presiden

Sehubungan dengan Amendment Investing in Nutrition Early Years / INEY Program dan Perpanjangan kontrak kerja tenaga ahli / TP2AK-Sekwapres.

Berkaitan ini saya mengajukan permohonan perpanjangan kontrak kerja pada posisi sebagai :

Monitoring Specialist for Public Policy Specialist pada TP2AK Setwapres. Untuk bahan pertimbangan saya lampirkan : Curriculum vitae, copy ijazah, copy NPWP, Copy Rekening Bank Mandiri.

Atas perhatian dan bantuannya, saya ucapkan banyak terima kasih

Hormat saya

Drs. Ec. Saputera, MM

CURRICULUM VITAE

NAME : SAPUTERA
PLACE / DATE OF BIRTH :
EDUCATION : Graduate Magister Management (S2), Universitas 17 Agustus 1945 Surabaya (2002), Majoring Accountancy Management Graduate (S1) from STIESIA / STIPAK Surabaya (1986), Majoring Financial Management
ADDRESS :

Email : saputera27@gmail.com,

KEY QUALIFICATION :



Mr. Saputera has a degree (S2) in Magister Management, majoring accountancy management and degree (S1) in Financial Management, He has over 25 years of professional experiences a consultant. a big part of his experiences was dealing with Public sector. After has gained with private sector, He was dealing with Public sector as a key Professional Expert in Municipal Local Finance and Government ; Revenue forecasting (taxes, charges, fee and Local Government enterprises); Accounting Information at the local level. He has also experience dealing with Local Government Finance Planning especially Expenditure Programming in which capital and recurrent expenditure; Plan and Budget for Local Government Development, operation and maintenance; Debt Management and the local level. Since 1990, Mr Saputera works as Accounting Expert for PFAMS operation both in Bali and East Java under Loan IBRD 3304-IND, after finally his PFAMS assignment he was mobile as Local Government Financial Expert dealing with EJBUDP RIAP Implementation. Based on his excellent performance in the field of IUIDP PFAMS and RIAP activities, He was trusted by GOI and recommended by IBRD Mission for East Java IUIDP to Lead PFAMS Improvement Project for EJUDP II under IBRD Loan 4017-IND, the new improved PFAMS Program has been agreed by The Work Bank to operate for EJUDP II. After finally PFAMS Improvement assignment, He was mobile as Team Leader Advisory services for PFAMS EJUDP II support Local Government (36 Dati II) under IBRD Loan 4017-IND, After that He was mobile as Provincial Liaison Officer (PLO) for Second Water and Sanitation for Low Income Communities (WSLIC-II) project under borrowed funds IDA loan 3382-IND, The objection of PLO technical assistant services to management program the project under PCTs, Secretariat team in province, facilitate communications and cooperation among organizations in the project at provincial and district level and central project management staff, The PLO will ensure monitoring of project progress at provincial and district level and help the DPMUs in providing reliable data for the monitoring and evaluation / management information system, assist DPMUs to check financial management procedure, and provide assistance required to prepare financial report (SPM, SOEs etc), Plan of Action (POA), review Project Management Report (PMR) each DPMU and prepare provincial PMR consolidated that will be sent to CPMU for aggregation and submission to World Bank through the LACI process, PMR-based disbursement. Assist PCTs and DCTs to facilitate, organize and consolidate the following deliverables : training need assessment in financial and procurement, included book keeping and shopping method for village implementation team; recommendation and follow up action of any findings in verification regular audit. Support PCTs and DCTs to develop and conduct training on sustainability management, training on community led total sanitation (CLTS). Conduct post review of VIT documentation for disbursement of block

CURRICULUM VITAE

grant funds, expenses for procurement, material and equipment, valuation of community labor and local materials contributions including financial and procurement processes and procedure. After that He was joint to Water and Sanitation Program (WSP), During the TSSM project: As coordinator of the East Java Province, support the other team in WSP-TSSM, coordination and support to Resource Agencies team. Assist to provincial government in coordinating the TSSM program, helping to plan TSSM scaling-up strategy, a strategy of incentives, together with the provincial team to provide guidance to districts in TSSM implementation. Advocate to the provincial and district officials. Monitoring and evaluation, support SMS-based monitoring system. Routinely perform the data update of progress and consolidation of access to sanitation in East Java, support the required data by central, especially the Health Ministry that progress report the village of STBM to "UKP4" division, prepare reports and analyzes the development of TSSM. Along with other WSP-TSSM team conduct action research to identify factors that influence the achievement and sustainability of collective behavior change by communities to become ODF, sharing learning on relevant stakeholders, facilitate a meeting TSSM / STBM both the provincial level and districts.

Together with other teams to develop a sanitation entrepreneur in East Java, guide and monitor the management aspects of business development, facilitating coordination with the CSR team in "Bappeda". Facilitating coordination with the official of cooperatives and "UMKM" provincial for synergy with Women Cooperatives program in villages, rapid assessment of capacity building needs in implementing the TSSM / STBM, support in studies of Cost of benefit analysis conducted by the WSP team -HQ, support all learning requests TSSM / STBM in East Java, contributed to the writing of articles related to learning STBM. Support to province and districts to facilitate the Sanitation Entrepreneur training. Together with STBM provincial team contributes to the achievement ODF Districts in Pacitan, Ngawi, Magetan and Madiun city. He is also expected to provide support to district governments through Pamsimas II districts STBM consultants in implementing STBM through district-wide approach. Support PAMSIMAS III Project, Lesson learn strategy district wide STBM and action plan for toward kabupaten ODF acceleration. As STBM provincial coordinator in East Java for PAMSIMAS III. Conduct to Pilot Programmatic DAK, key activities of the pilot: diagnose, tracking, and reporting to interventions Stunting Reduction. As National Planning and Budgeting specialist in Implementation of program Investing in Nutrition and Early Years. Advocacy and support local government to prepare and organize convergence intervention, Facilitate training of convergence action in provinces and districts. Capacity building for planning and budgeting in convergence action especially action#1 "analisa situasi" and action#2 "rencana kegiatan" also action#3 "rembuk stunting".

As Monitoring Specialist for Public Policy Specialist in Investing in Nutrition and Early Years under Secretariat of Vice Presiden in TP2AK. Coordinate with Ministries/Agencies and related agencies, monitor the progress of the implementation of the National Strategy for the Acceleration of Prevention of stunting reduction. Monitoring implementation of convergence actions, Compiling a review of public policies or regulations related to the acceleration of stunting reduction. Support the implementation of technical guidance for convergence actions in the regions.

EMPLOYMENT RECORDS :

1. Company	: Secretariat of Vice Presiden, under contract ASF PT.LPPSLH Konsultan
Project Title	: Investing in Nutrition and Early Years, under Secretariat of Vice Presiden
Contract duration	: Contract on May 13, 2019 to Dec 31,2021
Position	: Specialist for Public Policy Specialist, in TP2AK-Setwapres

Job Description :

1. Coordinate with Ministries/Agencies and related agencies, monitor the progress of the implementation of the National Strategy for the Acceleration of Prevention of stunting reduction, especially regarding aspects of government policies in implementing public services.
2. Coordinate with the Reporting Specialist to document and report the progress of the implementation of activities.
3. Identify potential problems and recommend problem solving strategies
4. Coordinate with the evaluation team, tasked with identifying research topics that need to be carried out as a reference for improving implementation strategies
5. Actively participate in providing input and facilitating the implementation of learning forums

**2. Company : World Bank Group Jakarta,
Short Term Consultant (STC), UPI No : 335506**

Project Title : Investing in Nutrition and Early Years

Contract duration : First contract on October 2018 – April 2019 (109 days) and extended June 2019

Position : National Planning and Budgeting Specialist, In Ditjen Bina Bangsa Kemendagri

Job Description :

- (i) Conduct high level advocacy and support local government to prepare and organize convergence intervention actions related to planning and budgeting and other advocacy events;
- (ii) Participate in the development of district stunting diagnostic model to be used by district stakeholders as basis for their action plan.
- (iii) Advise and support local government in developing Bupati Regulation with regards to village authority and village report to be inline and supportive to Natsrat stunting;
- (iv) Develop modules, supervise, train and coach provincial planning and budgeting specialist consultants to identify local policy entry point for stunting intervention in mid-term development plan, government work plan, and annual budget;
- (v) Support local government through provincial planning and budgeting specialist consultants to accelerate development of action plans by converging the most significant interventions and potential budget supports and to develop integrated expenditure and performance data in the annual performance review activities.
- (vi) Identify and document lesson learned and best practices at province and district level and share them with other TA team through National Team Leader or Communication/Knowledge Management Specialist

**3. Company : World Bank Group Jakarta,
Short Term Consultant (STC), UPI No : 335506**

Project Title : Investing in Nutrition and Early Years, Pilot Programmatic DAK

Contract duration : First contract on March – June 2018 (75 days) and extended July 2018 up to September 2018 (45 days)

Position : District Consultant in Ketapang Regency

Job Description :

- a) Assist district to implement the three key activities of the pilot: diagnose, tracking, and reporting .
- b) Together with GSC District Coordinator:
 - 1. Identify and map the available resources at district level to deliver the interventions needed
 - 2. Observe and provide feedback for diagnostic process at village level
- c) Advise and provide considerations in utilizing allocated DAKs for interventions needed.
- d) Identify the constrains in utilizing allocated DAK for interventions needed
- e) As necessary, facilitate district government to develop of Mid-term District Action Plan for Stunting Reduction (2019-2024) or similar documents.
- f) Identify the capacity building needed to support districts to implement the Programmatic DAK, including capacity to support villages to align Dana Desa spending
- g) Prepare the observation report of the three key activities of the pilot: diagnose, tracking, and reporting
- h) Other related tasks to support the productive pilot implementation

- 4. Company : PT INFRA TAMA YAKTI, JAKARTA**
- Project Title : Rural Water Supply and Sanitation Project / PAMSIMAS III, under Health/STBM Component (Ministry of Health)
- Contract duration : July – September 2017
- Location : East Java Province
- Position : STBM Provincial Coordinator
- Job Description : Implementation PAMSIMAS Health Component with district wide approach, achieve to Key Performance Indicator.
-
- 5. Company : Water and Sanitation Program (WSP) The World Bank Group, Jakarta Office. Short Term Consultant (STC), UPI No : 335506**
- Project Title : Total Sanitation and Sanitation Marketing (TSSM) Project extended to Scaling Up Rural Sanitation and Hygiene (SURS) Grant from the Gates Foundation, extended to Rural Water Supply and Sanitation Services (RWSS) for All support for PAMSIMAS project
- Contract duration : First contract about 80 (eighty) days during the period **from March 11, 2008** to June 30, 2008, so extended about 150 (one hundred fifty) days, during the period from July 2008 up to June 2009, and then extended again about 150 days during July 2009 up to June 30, 2010. then extended again about 150 days during July 2010 up to June 30, 2011, then extended again about 150 days during July 2011 up to June 30, 2012, then extended up to August 31, 2012, extended September 1, 2012 up to June 30, 2013, then extended July 1, 2013 up to June 30, 2014, then extended July 1 up to August 31, 2014, extended to June 30, 2015, then extended up to **Dec 31, 2015**. extended to June 2016 and then extended **to June 2017**
- Location : Base on project in Surabaya, East Java Province
- Position : East Java Provincial Coordinator SURS / PAMSIMAS Project, Local Government Specialist
- Job Description :

I. Overall scope of work:

1. Assist provincial government to develop provincial sanitation scaling up work plan and provide backstop support to majority of districts within the province through district consultant in implementing district wide STBM.
2. Develop with key stakeholders a provincial level a strategy to scale-up total sanitation and sanitation marketing program a cross province and within respected districts.
3. In collaboration with provincial government officer ensure district governments and their district consultants provide on-the-job training and/or coaching to sanitarians on the application of web- and SMS-based monitoring system.
4. Demonstrate analysis of the data including district benchmarking in their respective province and integrate the results in provincial planning and budgeting.
5. Support provincial government to review and evaluate application of web- and SMS-based monitoring in their province and districts and consult with the Pamsimas PIU and WSP's M&E Specialist on the findings and learnings that emerge.
6. Assist provincial governments to develop appropriate incentive system to support expansion of desired outcomes of the STBM program.
7. Join implementation supervision missions as requested by Pamsimas for in-depth review of the health component of the project to observe and discuss implementation progress, and provide recommendations for changes/adjustments where deemed necessary.

II Demand-side specific scope of work:

1. Assist province health sector in implementing demand creation to achieve Pamsimas health component target.
2. Together with STBM district facilitators, provide training and ongoing coaching, review project achievements, and take necessary corrective actions where necessary.
3. In collaboration with stakeholders develop a triggering and post-triggering strategy based on local conditions.
4. Provide necessary support to provincial health offices to gain political support and commitment for implementing Pamsimas health component, including CLTS and sanitation marketing.
5. Under supervision of the Central PIU advisory team of the health component and together with the monitoring and evaluation team maintain regular monitoring on achievements of the health component of Pamsimas.

III. Supply-side specific scope of work:

1. Assist province and district health offices in developing local demand and supply, a network among demand facilitators, and among suppliers of sanitation.
2. Promote sanitation entrepreneurship training at province and district health office levels to facilitate the emergence of local sanitation entrepreneurs working closely with demand facilitators.

CURRICULUM VITAE

3. Develop capacity of province and district health office staff to conduct monitoring activity of trained entrepreneurs and local demand and supply network development.

6. Company : PT. Indra Karya, join venture with PT. Mitsa Guna Cita and PT Bernala Nirwana

Project Title : Second Water and Sanitation for Low Income Communities (WSLIC-2) project, **Package C Management Consultants**

Ditjen PPM & PL, Departemen Kesehatan Republik Indonesia
Borrowed Funds The World Bank, IDA Credit 3382-IND and Aus AID Trust
Fund No TF 23692

Period : October 2007 – February 2008.

Location : Surabaya / East Java Province (14 Kabupaten)

Position : Provincial Liaison Officer / PLO

Job Description :

- Supervise activities of the Process Monitoring Consultants (PMC), including monitoring of DPMU and DCT activities, and produce regular provincial summaries of project reports required by CPMU to prepare PMRs.
- Support CPMU and DPMUs and assist provincial coordination team to coordinate the project implementation at the provincial level.
- Assist DPMUs to check financial management procedure, and provide assistance required to prepare financial report of project activities that will be sent to FS, PS and CPMU for aggregation and submission to world bank through the LACI process.
- Assist DPMU finance an accounting / procurement staff in the accounting and preparation of project financial report (PFR) and project procurement reports (PPR) as required by the newly adopted world bank LACI procedures.
- Assist provincial health services to prepare provincial PMR consolidated.
- Assist DPMU and facilitate CPMU to assess training and capacity building need in each participating district.
- Support an assist PCTs an DCTs to ensure guidelines, policies, procedures and regulation pertaining to the project implementation are properly followed on the district under his/her jurisdiction.
- Facilitate (1) the financial specialist to develop and conduct training on accounting and financial management for DPMU finance and accounting staff, (2) the procurement specialist to develop and conduct training on procurement management for DPMU procurement staff, and (3) the internal auditor to assess, the adequacy of the project's policies and procedures for internal controls, accounting and financial management, and recommend any needed improvements, and to assess the integrity, security and operational effectiveness of the computerized financial record keeping systems.

CURRICULUM VITAE

- Help ensure quality of project implementation, and identify and seek solution to implementation problems at district level as early as possible, all goods and services have been procured in accordance with the loan agreement, and all transaction are duly supported by required documentation, and that records are maintained with full transparency, and are available for examination by the independent auditor and bank supervisory staff.
- Conduct post review of VIT documentation for disbursement of block grand funds, expenses for procurement, material and equipments, valuation of community labor and local materials contributions, including financial and procurement process and procedure minimum of 10% of VITs in each district.
- Review, identify and analyze the monthly process monitoring report prepared by PMCs and provide report and recommendation for problem solving and support in conducting corrective action in coordination with central MC & TC sub team members.

7. Company : PT. Multi Area Conindo, Jakarta

In association with : SCDev. West Sumatra, Pengembangan Masyarakat Madani South Sumatra, YKSSI West Nusa Tenggara

Project Title : Second Water and Sanitation for Low Income Communities (WSLIC-2) project, Package C Management Consultants

Ditjen PPM & PL, Departemen Kesehatan Republik Indonesia
Borrowed Funds The World Bank, IDA Credit 3382-IND and Aus AID
Trust Fund No TF 23692

Period : January 2005 – December 2006. extended up to September 30, 2007

Location : Surabaya / East java province (14 Kabupaten)

Position : Provincial Liaison Officer / PLO

Job Description :

- Supervise activities of the Process Monitoring Consultants (PMC), including monitoring of DPMU and DCT activities, and produce regular provincial summaries of project reports required by CPMU to prepare PMRs.
- Support CPMU and DPMUs and assist provincial coordination team to coordinate the project implementation at the provincial level.
- Assist DPMUs to check financial management procedure, and provide assistance required to prepare financial report of project activities that will be sent to FS, PS and CPMU for aggregation and submission to world bank through the LACI process.
- Assist DPMU finance an accounting / procurement staff in the accounting and preparation of project financial report (PFR) and project procurement reports (PPR) as required by the newly adopted world bank LACI procedures.
- Assist provincial health services to prepare provincial PMR consolidated.
- Assist DPMU and facilitate CPMU to assess training and capacity building need in each participating district.

CURRICULUM VITAE

- Support and assist PCTs and DCTs to ensure guidelines, policies, procedures and regulation pertaining to the project implementation are properly followed on the district under his/her jurisdiction.
- Facilitate (1) the financial specialist to develop and conduct training on accounting and financial management for DPMU finance and accounting staff, (2) the procurement specialist to develop and conduct training on procurement management for DPMU procurement staff, and (3) the internal auditor to assess the adequacy of the project's policies and procedures for internal controls, accounting and financial management, and recommend any needed improvements, and to assess the integrity, security and operational effectiveness of the computerized financial record keeping systems.
- Help ensure quality of project implementation, and identify and seek solution to implementation problems at district level as early as possible, all goods and services have been procured in accordance with the loan agreement, and all transactions are duly supported by required documentation, and that records are maintained with full transparency, and are available for examination by the independent auditor and bank supervisory staff.
- Conduct post review of VIT documentation for disbursement of block grant funds, expenses for procurement, material and equipments, valuation of community labor and local materials contributions, including financial and procurement process and procedure minimum of 10% of VITs in each district.
- Review, identify and analyze the monthly process monitoring report prepared by PMCs and provide report and recommendation for problem solving and support in conducting corrective action in coordination with central MC & TC sub team members.
- Facilitate, organize and consolidate the following deliverables : (1) training needs assessment in financial and procurement aspect at district level, (2) recommendation and follow up action of finding in verification and spot checking of DPMUs financial statement and procurement report, (3) proceedings of the financial and accounting and procurement training for D/PMU.

8. Company : PT. Multi Area Conindo, Jakarta

In association with : SCDev. West Sumatra, Pengembangan Masyarakat Madani South Sumatra, SPEKTRA, East Java, YKSSI West Nusa Tenggara

Project Title : Second Water and Sanitation for Low Income Communities (WSLIC-2) project, Package E Finance, Procurement and Process Monitoring

Ditjen PPM & PL, Departemen Kesehatan Republik Indonesia
Borrowed Funds The World Bank, IDA Credit 3382-IND and Aus AID
Trust Fund No TF 23692

Period : July 2004 – December 2004

Location : Surabaya / East Java province (14 Kabupaten)

Position : Provincial Liaison Officer / PLO

Job Description :

CURRICULUM VITAE

- Supervise activities of the Process Monitoring Consultants (PMC), including monitoring of DPMU and DCT activities, and produce regular provincial summaries of project reports required by CPMU to prepare PMRs.
- Support CPMU and DPMUs and assist provincial coordination team to coordinate the project implementation at the provincial level.
- Assist DPMUs to check financial management procedure, and provide assistance required to prepare financial report of project activities that will be sent to FS, PS and CPMU for aggregation and submission to world bank through the LACI process.
- Assist DPMU finance and accounting / procurement staff in the accounting and preparation of project financial report (PFR) and project procurement reports (PPR) as required by the newly adopted world bank LACI procedures.
- Assist provincial health services to prepare provincial PMR consolidated.
- Assist DPMU and facilitate CPMU to assess training and capacity building need in each participating district.
- Support and assist PCTs and DCTs to ensure guidelines, policies, procedures and regulation pertaining to the project implementation are properly followed on the district under his/her jurisdiction.
- Facilitate (1) the financial specialist to develop and conduct training on accounting and financial management for DPMU finance and accounting staff, (2) the procurement specialist to develop and conduct training on procurement management for DPMU procurement staff, and (3) the internal auditor to assess the adequacy of the project's policies and procedures for internal controls, accounting and financial management, and recommend any needed improvements, and to assess the integrity, security and operational effectiveness of the computerized financial record keeping systems.
- Help ensure quality of project implementation, and identify and seek solution to implementation problems at district level as early as possible, all goods and services have been procured in accordance with the loan agreement, and all transactions are duly supported by required documentation, and that records are maintained with full transparency, and are available for examination by the independent auditor and bank supervisory staff.
- Conduct post review of VIT documentation for disbursement of block grant funds, expenses for procurement, material and equipments, valuation of community labor and local materials contributions, including financial and procurement process and procedure minimum of 10% of VITs in each district.

9. **Company** : **PT. ADHI CIPTA Engineering Consultants**
In Association with : PT.Bina Asih Jakarta, PT. Rifa Bestari Jakarta, Lembaga Widya Dharma
- Project Title** : **Second Water and Sanitation for Low Income Communities (WSLIC-II) Project, Package F, East Java.**
- Ditjen PPM & PL, Departemen Kesehatan Republik Indonesia**

CURRICULUM VITAE

Borrowed Funds The World Bank, IDA Credit 3382-IND and Aus AID Trust Fund No TF 23692

Period : April 2002 – June 2004,
Location : Surabaya / East Java Province (14 Kabupaten)
Position : Provincial Liaison Officer
Job Description :

- Work with the Provincial Coordination Team (PCT) to monitor project implementation to ensure that project policies, procedures and regulations pertaining to project implementation are properly followed in the kabupaten under hi/her jurisdiction;
- Liaise between the central and district PMUs, and assist PCT to coordinate its project implementation related activities;
- Assist each DMT to develop a shortlist of qualified firms/NGO for the DIT service contract, and pass that shortlist on to C/PMU for subsequent tendering;
- Monitoring and evaluate capacity building needs in each district participating in the project;
- Assist D/PMU finance and accounting staff in the accounting and preparation of their quarterly financial, progress and procurement monitoring report (as required by the newly adopted World Bank LACI procedures);
- At the end of each quarter, prepare a contract expenditure report and a procurement monitoring report for contracting and procurement activities that the provincial liaison office has undertaken, for submission to C/PMU for consolidation into PMR;
- Review Financial statements and procurement report furnished by the D/PMUs and conduct periodic verification and spot-checking thereof if warranted;
- Assist the C/PMU finance and accounting expert to develop and conduct training on accounting, finance and procurement management for D/PMU finance and accounting staff.

10. **Company** : **PT. Pangripta Loka, JAKARTA**
Project Title : Advisory Services for Programmed Financial Accounting and Monitoring System (PFAMS) Second East Java Urban Development Project (EJUDP II), Biro Keuangan Setda Propinsi Jawa Timur.
Borrowed Funds The World Bank, IBRD Loan 4017-IND
Periode : July 1997 – March 2002, such as :
 - original contract : July 1997 – July 1999
 - on going contract, PFAMS modification, contract addendum 01 : January 1999 – April 1999
 - extension contract, addendum 02 : August 1999 – March 2000
 - extension contract, addendum 03 : April 2000 – March 2001.
 - extension contract, addendum 04 : April 2001 – December 2001
 - extension contract by Biro Keuangan Setda Propinsi Jawa Timur : January 2002 – March 2002**Location** : East Java Province (36 Dati II)
Position : Team Leader
Job Description :
 - Prepare draft implementation guidelines on PFAMS standard Operating Procedure (SOP)
 - PFAMS system dissemination and institutional operations

- Technical support for PFAMS operation at Province and Local Government level
- Technical service for province and local government
- PFAMS software training and development
- Prepare Project Financial Statement support audit report (BPKP)
- Reconciliation data Disbursement to PFAMS with Dit.TUA
- Modification PFAMS software to EJUDP II, BUIP, SSUDP
- Monitoring financial project

Additional Task :

- Study for Parking Management in the frame of enhancement of local Revenue for Kabupaten Lumajang
- Study for Parking Management in the frame of enhancement of local Revenue for Kabupaten Jombang
- Study for Parking Management in the frame of enhancement of local Revenue Kabupaten Banyuwangi
- Study for Parking Management in the frame of enhancement of local Revenue Kabupaten Kediri
- Study for Parking Management in the frame of enhancement of local Revenue Kabupaten Pamekasan
- Study for Market Management in the frame of enhancement of local Revenue Kabupaten Bojonegoro
- Feasibility Study for Market Development (Pasar Ngunut) Tulungagung.
- Study for Revenue Improvement Action Plan (RIAP) to Kabupaten Blitar

11. **Company** : **PT. Pangripta Loka, JAKARTA**
Project Title : Pre-EJUDP II Implementation Consultancy Services for Programmed Financial Accounting and Monitoring System (PFAMS) Bappeda Propinsi Jawa Timur.
 Borrowed Funds The World Bank (ex SUDP loan IBRD 3726-IND)
Period : December 1996 – June 1997
Location : Surabaya – East Java
Position : Team Leader
Job Description :
- Development and Enhancement of Software Standart
 - Development and simplification of menu entry PFAMS
 - Development and improvement of report form (out put PFAMS)
 - Works together with Biro Keuangan Setda Propinsi Jawa Timur
 - In the frame of PFAMS Improvement training for 36 local government

12. **Company** : **PT. Bina Asih, JAKARTA**
Project Title : Consultancy services for East Java-Bali Revenue Improvement Action Plan (RIAP) Implementation under the East Java-Bali Urban Development Project (EJBUDP Loan IBRD 3304-IND). Ditjen PUOD, Departemen Dalam Negeri.
 Borrowed Funds The World Bank
Period : April 1994 – December 1996
Location : Surabaya, 36 Local Government - East Java

Position : Financial Expert

Job Description :

- Preparation of EJBUDP – RIAP FY 1994/1995 – 1998/1999 for 14 Dati II under Batch III East Java Province
- As Coordinator for the monitoring RIAP implementation of 36 Dati II under in Batch I, II, III East Java Province
- Updating RIAP for FY 1995/1996 – 1998/1999 for 22 Dati II under Batch I, II East Java Province.
- As coordinator in the frame of RIAP updating and additional projection period as of FY 1996/1997 – 2000/2001 for Dati II under Batch I, II, III.
- Additional Task : Study for parking management in the frame of enhancement of local government for Kabupaten Tulungagung and Kabupaten Nganjuk

13. Company : PT. Bina Asih, JAKARTA

Project Title : Finalization and Implementation Project Financial Accounting and Monitoring System (PFAMS) Ditjen Cipta Karya, Departemen Pekerjaan Umum.

Borrowed Funds The World Bank (Loan IBRD 3304-IND)

Period : April 1993 – March 1994

Location : Surabaya, 36 Local Government (East Java)

Position : Coordinator East Java Province (as Accounting)

Job Description :

- Monitoring of the implementation of P3KT project into the program / PFAMS software and the evaluation of problems in the disbursement of project funds, make report to be used by the first level government, the Central Government and The World Bank, for Dati II under in Batch II and III East Java (27 LGs)
- Assist 9 Dati II under in Batch I East Java in the making of the project balance sheet FY 1992/1993.

14. Company : PT. Bina Asih, JAKARTA

Project Title : East Java-Bali Integrated Urban Infrastructure Development Programmed (EJB-IUIDP) Implementation of Project Financial Accounting and Monitoring System (PFAMS). Ditjen Cipta Karya, Departemen Pekerjaan Umum

Borrowed Funds The World Bank, IBRD Loan 3304-IND

Period : February 1991 – February 1993

Location : Denpasar-Bali

Position : Coordinator Province Bali (as Accounting)

Job Description

- Monitoring of the implementation of P3KT project in program / PFAMS software and the development of PFAMS software to be adjusted to the monitoring of the project implementation. Monitoring of 4 Dati II under in Batch I Bali Province
- Assists 4 Dati II under in Batch I of Bali Province in the preparation of the Balance Sheet of FY 1991/1992

15. Company : PT. Jayanti Jaya Group / PT. Nusantara Plywood, Gresik

Project Title : Financial Shipping Dept.

Period : January 1989 – January 1991

CURRICULUM VITAE

Location : Gresik. East Java
Position : Financial Analyst
Job Description : Responsible for all administration and finance aspect

16. **Company : PT. Berkah, SURABAYA**
Project Title : Contractor
Period : December 1986 – December 1988
Location : Surabaya, East Java
Position : Internal Audit
Job Description : Responsible for to audit and supervise bookkeeping activities

Languages :	Speaking	Writing	Reading
English	Good	Fair	Good
Indonesia	Excellent		

Training / Others :

- ✓ TOT Sanitation Entrepreneurship, February 2015
- ✓ TOT STBM Facilitator, June 2014
- ✓ E-Learning SURS (Link www.wsp.org): Certification of Course Completion : Social Media Engagement. May 2014
- ✓ E-Learning SURS (Link www.wsp.org): Certification of Course Completion : Introduction to Sanitation Marketing, May 2014
- ✓ E-Learning SURS (Link www.wsp.org): Certification of Course Completion : Rural Sanitation at Scale, May 2014
- ✓ As Master of Training to TOT Sanitation Marketing for East regional of PAMSIMAS II, September 2013
- ✓ **VPU Team Award 2012, Scaling Up Rural Sanitation in Indonesia, In recognition outstanding team achievement. By Rachel Kyte, Vice President, Sustainable Development Network, Word Bank**
- ✓ Orientation course for New Staff Working on Water, January 12-15, 2009, The World Bank Group
- ✓ The E-Learning course of Information Security Awareness, December 22, 2008 The World Bank Group
- ✓ Certification Cost Analysis Program, held by "Ikatan Akuntan Indonesia Cooperation with Fakultas Ekonomi Universitas Erlangga", in Surabaya, January 2007.
- ✓ Workshop on Integrated Management Information System, Sustainability Monitoring WSLIC-II Project, in Lawang – Malang, July 2006
- ✓ Workshop on audit guidance WSLIC-II Project, in Surabaya, April 2006
- ✓ Training on Community Led Total Sanitation (CLTS), in Lawang – Malang, June 2005
- ✓ Training on sustainability management Water Supply and Sanitation, Batu, October 2003 (2 days)
- ✓ Training on ownership WSLIC-2 Project, Malang September 2003
- ✓ Training on the Preparation of Project Management Report (PMR) WSLIC-2 project, Directorate General of Communicable Disease Control and Environmental Health. Surabaya May 2002, (1 week).
- ✓ MPA/PHAST training on Water Sanitation for Low Income Communities, Directorate General of Communicable Disease Control and Environmental Health, Surabaya, April 2002 (1 week)

CURRICULUM VITAE

- ✓ Training of the trainer (TOT) for software “unit pelayanan perijinan terpadu”, held by Ministry of Home Affairs in Cooperation with the Provincial Government of Central Java, Semarang 1998 (1 week)
- ✓ Training of the Trainers (TOT) Revenue Improvement Action Plan (RIAP), held PT.Bina Asih in Cooperation with Education and Training Center East Java Province, Prigen Pasuruan 1994 (10 day)
- ✓ Training on Technical Guidance of “The Administration of Foreign Aid” held by CPFO and UP2L – Integrated Urban Infrastructure Development Project, Denpasar 1993 (1 week)

Certification

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe myself, my qualification and may experience.

Surabaya, December 29, 2021

SAPUTERA

Nomor Seri Ijazah : *0541/MM-1/VI/2002*

UNIVERSITAS 17 AGUSTUS 1945 SURABAYA
PROGRAM PASCASARJANA

Memberikan Ijazah Kepada : *Saputera*

Tempat dan Tanggal Lahir : _____

Nomor Induk Mahasiswa _____

Program Pendidikan : *Magister (S-2)*

Program Studi : *Magister Manajemen*

Status : *Terakreditasi " Unggulan "*

SK BAN-PT Depdiknas R.1.057/BAN-PT/Ak-I/52/XII/2001

Ijazah ini diserahkan berdasarkan Surat Keputusan Rektor Nomor : *029/SK/R/VI/2002*

Setelah yang bersangkutan memenuhi semua persyaratan yang telah ditentukan sehingga kepadanya diberikan segala hak dan wewenang yang berhubungan dengan Ijazah yang dimilikinya, serta berhak memakai gelar akademik : *Magister Manajemen (M.M)*

Rektor. 



Prof. Dra. Ny. Saulina Pandjaitan



Surabaya, *19 Juni 2002*
Direktur,

Dr. Pribadijono Jr., MS
NIP.



No

DEPARTEMEN PENDIDIKAN DAN KEBUDAYAAN REPUBLIK INDONESIA
KOORDINASI PERGURUAN TINGGI SWASTA WILAYAH VII

(JAWA TIMUR - KALIMANTAN SELATAN / TENGAH / TIMUR)

Berdasarkan Surat Keputusan Menteri Pendidikan Dan Kebudayaan No. : 0364 / O / 1986 Tanggal : 14 Mei 1986
(dan Surat Keputusan Koordinator Koordinasi Perguruan Tinggi Swasta Wilayah VII No. : 735 / Q / 1986 Tanggal : 17 Oktober 1986
menyatakan

Nama : Saputera
No. Ujian/NIM/NIRM :
Tempat/Tanggal Lahir :
Nama Perguruan Tinggi Swasta : Sekolah Tinggi Ilmu Ekonomi Indonesia Surabaya

telah memenuhi semua persyaratan serta dinyatakan LULUS dan kepadanya diberikan Ijazah :

Fakultas/Jurusan : Manajemen Sarjana
Program Studi : Manajemen Keuangan
Tanggal Lulus : 29 Desember 1986

Dengan demikian yang bersangkutan mempunyai segala hak dan kewajiban yang berhubungan dengan Ijazah yang dimiliki sesuai dengan peraturan perundang-undangan yang berlaku.



Panitia Ujian Negara

Sekretaris,

Drs. Soeharsono

Drs. Ec. Soedjono

Surabaya : 30 Desember 1986

Nam K. Beg



Prof. Abdoel Gani, S.H., M.S.

Berlaku dengan Camsanmen

DIREKTORAT JENDERAL PAJAK



NPWP :

NAMA : SAPUTERA, DRS. EC.

ALAMAT:



13-03-1989

TAB MANDIRI

AF

SAPUTERA DRS.EC,MM

No Rekening :

KCP Surabaya Pahlawan 14143
Tgl Cetak 10/04/2018 1460634

Kertajaya SURABAYA 60282

mandiri

PT. BANK MANDIRI (PERSERO) Tbk

TOMMY PRAKASA UTAMA
T. 711

Produk dan Jasa Bank Mandiri

Buku ini adalah milik Bank Mandiri, apabila ditemukan harap
dikembalikan ke kantor Bank Mandiri terdekat

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Untuk informasi lebih lanjut, hubungi Call Center Bank Mandiri atau mandiri call center.

PROVINSI JAWA TIMUR
KOTA SURABAYA

NIK : [REDACTED]

Nama : SAPUTERA, Drs. Ec. MM

Tempat/Tgl Lahir : [REDACTED]

Jenis kelamin : LAKI-LAKI

Gol. Darah : [REDACTED]

Alamat : [REDACTED]

RT/RW : [REDACTED]

Kel/Desa : [REDACTED]

Kecamatan : [REDACTED]

Agama : ISLAM

Status Perkawinan : KAWIN

Pekerjaan : KARYAWAN SWASTA

Kewarganegaraan : WNI

Berlaku Hingga : SEUMUR HIDUP



KOTA SURABAYA

14-09-2021





**KEMENTERIAN SEKRETARIAT NEGARA RI
SEKRETARIAT WAKIL PRESIDEN**

SURAT PENUNJUKAN PENYEDIA BARANG/JASA (SPPBJ)

Nomor : 71/SPPBJ-PP/PPK/D-2/SWP/12/2021
Lampiran :
Perihal : Tenaga Ahli Transisi Tim Percepatan
Penurunan Anak Kerdil *Monitoring
Specialist for Public Policy Specialist*

30 Desember 2022

Kepada Yth.

Drs. Ec. Saputera, MM

Jl. Wonorejo Permai Selatan XI Blok CC 635 004/006 Wonorejo

Dengan ini kami beritahukan bahwa penawaran Saudara perihal Penawaran Tenaga Ahli Transisi Tim Percepatan Penurunan Anak Kerdil *Monitoring Specialist for Public Policy Specialist* pada Sekretariat Percepatan Pencegahan dengan nilai penawaran sebesar Rp. 210.000.000,- (Dua Ratus Sepuluh Juta Rupiah), kami nyatakan diterima/disetujui dan ditunjuk sebagai Penyedia Tenaga Ahli Transisi Tim Percepatan Penurunan Anak Kerdil *Monitoring Specialist for Public Policy Specialist* periode bulan Januari – Maret 2021.

Sebagai tindak lanjut dari Surat Penunjukan Penyedia Barang/Jasa (SPPBJ) ini Saudara diharuskan untuk menandatangani Surat Perjanjian paling lambat 14 (empat belas) hari kerja setelah diterbitkannya SPPBJ. Kegagalan Saudara untuk menerima penunjukan ini yang disusun berdasarkan evaluasi terhadap penawaran Saudara, akan dikenakan sanksi sesuai ketentuan dalam Peraturan Presiden No.16 Tahun 2018 tentang Pengadaan Barang/Jasa Pemerintah.

Satuan Kerja Sekretariat Wakil Presiden
Pejabat Pembuat Komitmen

Dian Indriatno

Tembusan Yth. :

1. Deputi Bidang Administrasi selaku Kuasa Pengguna Anggaran;
2. Asdep Penanggulangan Kemiskinan



KEMENTERIAN SEKRETARIAT NEGARA RI
SEKRETARIAT WAKIL PRESIDEN

Jalan Kebon Sirih No. 14, Jakarta 10110 Telepon (021) 2316405-08
Faksimile (021) 3810104, Situs: www.wapresri.go.id

RINGKASAN KONTRAK

1. Nomor dan tanggal DIPA : SP DIPA-007-04.1.403180/2021, tanggal Desember 2021
2. Kode Kegiatan/Sub Kegiatan : 007.01.CA.5958.ABG.001.051.B.521111
3. Nomor dan tanggal Kontrak : a. Nomor : 18/PPK/D-2/PL.02/01/2022
b. Tanggal : 4 Januari 2022
4. Nama : Drs. Ec.Saputera, MM
5. Alamat : Jl. Wonorejo Permai Selatan XI Blok CC 635 004/006 Wonorejo Rungkut
6. Titik Kordinat : - 7.318227.112.794474
7. NPWP :
8. Nomor Rekening : a. Atas Nama :
b. Nama Bank :
c. Nomor Rekening :
9. Nilai kontrak : Rp. 96.000.000- (Sembilan Puluh Enam Juta Rupiah)
10. Uraian dan volume pekerjaan : Honor Monitoring Specialist for Public Policy Specialist Sekretariat Percepatan Pencegahan Stunting tahun 2022
11. Jangka waktu pelaksanaan : a. dari tanggal : 04 Januari 2022
b. s.d. tanggal : 31 Maret 2022
c. jumlah kalender : 90 (sembilan puluh) hari kalender
12. Cara pembayaran : a. Termin 1 (satu) Bulanan
b. Jumlah termin : 3 kali
13. Jadwal penyerahan pekerjaan :
- | Tanggal Penyerahan | Nilai Termin | Tanggal Tagihan |
|--------------------|---------------|-----------------|
| 1 Februari 2022 | Rp 32.000.000 | 2 Februari 2022 |
| 1 Maret 2022 | Rp 32.000.000 | 2 Maret 2022 |
| 1 April 2022 | Rp 32.000.000 | 2 April 2022 |
14. Jangka waktu pemeliharaan : -
15. Metode pemilihan :
16. Proses pengadaan : Seleksi Umum

17. Ketentuan sanksi

1. Pekerjaan yang tidak sesuai dengan SPK, tidak lengkap, rusak dan sebagainya akan dikembalikan atas resiko pihak yang menyerahkan.
2. Penyerahan Pekerjaan dilakukan dengan Berita Acara.
3. Apabila pekerjaan tidak diserahkan dalam batas waktu yang telah ditetapkan dikenakan sanksi potongan pembayaran setiap hari 1⁰/₁₀₀ (satu persimil) dari nilai pekerjaan.
4. Rekanan tidak diperkenankan mengajukan klaim/ pembatalan pekerjaan akibat adanya kenaikan harga.

Jakarta, Januari 2022

a.n. Kuasa Pengguna Anggaran
Pejabat Pembuat Komitmen

Diaj Indriatno

**CONTRACT FOR CONSULTING SERVICES
TIME – BASED PAYMENTS**

**MONITORING SPECIALIST FOR PUBLIC POLICY SPECIALIST
Contract Number : 18/PPK/D-2/PL.02/01/2022**

CONTRACT

THIS Addendum is entered into this January 4, 2022, by and between:

KONTRAK INI ("Kontrak") ditanda tangani 4 Januari 2022, antara:

Project Officer, Deputy for Human Development and Equality ("the Client") having its principal place of business at the Secretariat of Vice President, Republic of Indonesia, Jl. Kebon Sirih No.14, Jakarta and Drs. Ec.Saputera, MM ("Consultan"), Jl. Wonorejo Permai Selatan XI Blok CC 635 004/006 Wonorejo Rungkut.

Pejabat Pembuat Komitmen, Deputy Bidang Dukungan Kebijakan PMPP ("Penerima Jasa") yang beralamat di kantor Sekretariat Wakil Presiden, Jl. Kebon Sirih No.14, Jakarta dan Drs. Ec.Saputera, MM ("Konsultan"), Jl. Wonorejo Permai Selatan XI Blok CC 635 004/006 Wonorejo Rungkut.

WHEREAS,

- a. Herewith kontrak number : 18/PPK/D-2/PL.02/01/2022 dated January 4th 2022
- b. Referring to the letter from Deputy For Human Development and Equality number: B-17/SWP/D2/SB.01.01/12/2021 date December 20, 2021 Hal : Permintaan NOL Perpanjangan Tenaga Ahli TP2AK untuk mendukung kegiatan Percepatan Pencegahan Stunting Tahun 2022 and letter Task Team Leader INEY Bank Dunia dated Desember 23, 2021 hal Re: Investing in Nutrition and Early Years Program (Ln.8884-ID, TF0A7565) No Objection Letter (NOL) Requested for Extension of 7 Transitional TAs as Individual Consultants through Swakelola to Support Stunting Reduction Activities in 2022

BAHWA,

- a. Sesuai dengan kontrak Nomor: 18/PPK/D-2/PL.02/01/2022 tanggal 4 Januari 2022
- b. Berdasarkan surat Deputy Bidang Dukungan Kebijakan Pembangunan Manusia dan Pemerataan Pembangunan Nomor: B-17/SWP/D-2/SB.01.01/12/2021 tanggal 20 Desember 2021 Hal : Permintaan NOL Perpanjangan Tenaga Ahli TP2AK untuk mendukung kegiatan Percepatan Pencegahan Stunting Tahun 2022 dan Surat Task Team Leader INEY Bank Dunia tanggal 23 Desember 2021 hal Re: Investing in Nutrition and Early Years Program (Ln.8884-ID, TF0A7565) No Objection Letter (NOL) Requested for Extension of 7 Transitional TAs as Individual Consultants through Swakelola to Support Stunting Reduction Activities in 2022

NOW THEREFORE THE PARTIES hereby agree as follows:

PENERIMA JASA DAN KONSULTAN dengan ini bersepakat sebagai berikut:

1. Services

Layanan Jasa

- (i) The Consultant shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made and as integral part of this Contract ("the Services").
- (ii) The Consultant shall provide the reports listed in Annex B, "Consultant's reporting Obligations", within the time periods listed in the Annex.
- (i) Konsultan harus melakukan layanan jasa yang ditentukan dalam Lampiran A, "Kerangka Acuan Kerja dan Ruang Lingkup Layanan Jasa," yang dibuat dan merupakan bagian dari Kontrak ini ("Layanan Jasa").
- (ii) Konsultan harus memberikan laporan yang tercantum dalam Lampiran B, "Kewajiban Pelaporan Konsultan", dalam jangka waktu yang tercantum dalam Lampiran.

2. Term

Jangka Waktu

The Consultant shall perform the services during the period commencing January 4th, 2022 and continuing through March 31, 2022 or any other period as may be subsequently agreed by the parties in writing.

Konsultan akan melakukan layanan jasa dalam periode dimulai 4 Januari 2022 dan berkelanjutan sampai 31 Maret 2022 atau periode lain yang mungkin kemudian disepakati oleh para pihak secara tertulis

3. Ceiling

Plafon Gaji

For Services rendered pursuant to Annex A, the Client shall pay the Consultant with the amount not to exceed a ceiling of **Rp. 96.000.000,-** (Netto).

Untuk Layanan jasa yang diberikan berdasarkan Lampiran A, Penerima Jasa harus membayar Konsultan dengan jumlah yang tidak melebihi pagu **Rp. 96.000.000,-** (Netto).

With a breakdown as follows:

Dengan rincian sebagai berikut:

- TF Portion (100%) : Rp. 96.000.000,-
- GOI Portion (0%) : Rp. 0,-

- Porsi TF (100%) : Rp. 96.000.000,-
- Porsi Pemerintah (0%) : Rp.0

This amount is based on the understanding that it includes all of the Consultant costs and profits. The payments made under the Contract consist of the Consultant's remuneration as defined in sub-paragraph B below, and the reimbursable expenditures as defined in sub-paragraph C Below.

All taxes paid by the Indonesia Government.

Jumlah tersebut berdasarkan pemahaman bahwa itu mencakup semua biaya Konsultan dan keuntungan. Pembayaran yang dilakukan berdasarkan Kontrak terdiri dari remunerasi Konsultan sebagaimana dimaksud dalam huruf B di bawah, dan pengeluaran penggantian sebagaimana dimaksud dalam huruf C bawah. Segala pajak menjadi tanggungan Pemerintah Indonesia.

4. Remuneration

The Client shall pay for consultant for the services given to 32.000.000 million IDR / month.

The Client will pay Consultant after working for one month.

The Consultant are required to comply with the provisions of the presence of the following:

1. Working days are from Monday to Friday at 07.30 to 17:00 Friday.
2. The Consultant shall include daily attendance using manually ;
3. The Consultant has the right to obtain 3 days leave during the contract after getting written permission from the Client;

5. Reimbursable

The Client shall pay the Consultant for reimbursable expenses following Government of Indonesia Rules. Reimbursable costs include such as: travel expenses and expenses meeting outside the office.

6. Payment Conditions

Payment submitted to the Client shall be made in IDR (Rupiah). Payment will be paid no less than 30 days following submission of invoices timesheet and monthly report acknowledged by the Assistant Deputy for Poverty Reduction.

Remunerasi

Penerima Jasa harus membayar Konsultan untuk Layanan Jasa yang diberikan sebesar Rp. 32.000.000/ bulan.

Penerima Jasa akan membayar setelah Konsultan bekerja dalam waktu sebulan.

Konsultan diwajibkan untuk memenuhi ketentuan kehadiran sebagai berikut:

1. Hari kerja adalah dari Senin sampai Jumat pukul 07.30-17:00.
2. Konsultan harus mencantumkan kehadiran harian dengan menggunakan daftar hadir manual;
3. Konsultan memiliki hak untuk mendapatkan 3 hari cuti selama kontrak dan setelah mendapatkan izin tertulis dari Penerima Jasa;

Penggantian

Penerima Jasa harus membayar Konsultan untuk biaya reimbursable sesuai Peraturan Pemerintah Indonesia.

Biaya penggantian antara lain seperti; biaya perjalanan dinas dan biaya rapat diluar kantor.

Syarat Pembayaran

Pembayaran diajukan kepada Penerima Jasa dalam mata uang Rp (Rupiah).

Pembayaran akan dibayarkan tidak kurang dari 30 hari setelah pengajuan pembayaran dengan dilampiri *timesheet* dan laporan bulanan yang diketahui/disetujui oleh Asisten Deputi Penanggulangan Kemiskinan.

All payments under this Contract shall be transferred to the Consultant's account:

Bank :
No Rek :
Pemilik Rekening:

Semua pembayaran berdasarkan Kontrak ini ditransfer ke rekening Konsultan ;

Bank :
No Rek :
Pemilik Rekening:

7. Project Administration

The Consultant shall keep accurate and systematic records and account in respect of the Services, which will clearly identify all charges and expenses. The Client reserves the right to audit, or to nominate a reputable accounting firm to audit, the Consultant's records relating to amounts claimed under this Contract during its term and any extension, and for a period of three month thereafter.

Administrasi Proyek

Konsultan harus menyimpan semua catatan dan dokumen yang berhubungan dengan jasa konsultan dengan benar dan sistematis, serta akan mengidentifikasi semua biaya dan dokumen kegiatan. Penerima Jasa berhak untuk melakukan audit, atau meminta sebuah perusahaan akuntansi terkemuka untuk audit terhadap file Konsultan yang berkaitan dengan jumlah yang diklaim berdasarkan Kontrak ini selama masa tugasnya serta perpanjangannya, dan untuk jangka waktu tiga bulan sesudah kontrak.

8. Performance Standard

The Consultant undertakes to perform the Services with the highest standards of professional and work ethical competence and integrity. In Accordance with the legislation occur

Standar Kerja

Konsultan menyanggupi untuk melaksanakan pekerjaannya dengan standar kompetensi professional, etika kerja dan integritas. Sesuai dengan ketentuan peraturan perundang-undangan yang berlaku

9. Confidentiality

The Consultant shall not, during the term of this Contract, disclose, any proprietary or confidential information relating to the Services, this Contract or the Client business or operations without the prior written consent of the Client.

Kerahasiaan

Konsultan, selama jangka waktu Kontrak ini maupun setelah berakhirnya kontrak, dilarang mengungkapkan informasi atau rahasia terkait dengan Jasa Konsultan, atau kegiatan diajukan kepada Penerima Jasa tanpa persetujuan tertulis Penerima Jasa.

10. Ownership of Material

Any studies, report or other material, graphic, software or otherwise, prepared by the Consultant for the Client under the Contract shall belong to and remain the property of the Client. The Client may retain a copy of such documents and software.

Kepemilikan Materi

Setiap studi, laporan atau bahan lain, grafis, perangkat lunak atau sebaliknya, yang disiapkan oleh Konsultan untuk diajukan kepada Penerima Jasa berdasarkan Kontrak merupakan milik diajukan kepada Penerima Jasa. Konsultan dapat menyimpan salinan dokumen tersebut.

11. Consultant Not to be Engaged in Certain Activities

The Consultant agrees that, during the term of this Contract it is prohibited to provide goods, work or services (other than the Services or any continuation thereof) for any project resulting from or closely related to the Services.

Konsultan Tidak akan Terlibat dalam Aktivitas Tertentu

Konsultan setuju bahwa selama jangka waktu Kontrak dilarang menyediakan barang, pekerjaan atau jasa (selain dari Layanan atau kelanjutan daripadanya) dari setiap kegiatan yang berhubungan dengan proyek atau yang terkait erat dengan Layanan jasa.

12. Insurance

The Consultant will be responsible for taking out any appropriate insurance coverage. Insurance is the responsibility of each consultant

Asuransi

Konsultan akan bertanggung jawab untuk mengambil perlindungan asuransi yang sesuai. Asuransi adalah tanggung jawab masing-masing konsultan

13. Law Governing Contract and Language

The Contract will be set by the laws of Indonesia and the contract language is English.

Hukum yang mengatur kontrak dan bahasa

Kontrak akan diatur oleh hukum Indonesia, dan bahasa Kontrak adalah bahasa Inggris.

14. Dispute Resolution

Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the law of the Client's country.

Penyelesaian Sengketa

Setiap sengketa yang timbul dari Kontrak ini, apabila tidak dapat diselesaikan secara damai antara para pihak, akan diselesaikan di pengadilan /arbitrase sesuai dengan hukum negara Penerima Jasa.

FOR THE CLIENT

FOR THE CONSULTANT



Signed by Djar Indriatno

Signed by Drs.Ec.Saputera MM

Title : Commitment Officer III Secretariat of Vice President

Title : Monitoring Specialist for Public Policy Specialist

**CONTRACT FOR CONSULTING SERVICES
TIME – BASED PAYMENTS**

**MONITORING SPECIALIST FOR PUBLIC POLICY SPECIALIST
Contract Number : 18/PPK/D-2/PL.02/01/2022**

CONTRACT

THIS Addendum is entered into this January 4, 2022, by and between:

KONTRAK INI ("Kontrak") ditanda tangani 4 Januari 2022, antara:

Project Officer, Deputy for Human Development and Equality ("the Client") having its principal place of business at the Secretariat of Vice President, Republic of Indonesia, Jl. Kebon Sirih No.14, Jakarta and Drs. Ec.Saputera, MM ("Consultan"), Jl. Wonorejo Permai Selatan XI Blok CC 635 004/006 Wonorejo Rungkut.

Pejabat Pembuat Komitmen, Deputi Bidang Dukungan Kebijakan PMPP ("Penerima Jasa") yang beralamat di kantor Sekretariat Wakil Presiden, Jl. Kebon Sirih No.14, Jakarta dan Drs. Ec.Saputera, MM ("Konsultan"), Jl. Wonorejo Permai Selatan XI Blok CC 635 004/006 Wonorejo Rungkut.

WHEREAS,

a. Herewith kontrak number : 18/PPK/D-2/PL.02/01/2022 dated January 4th 2022

b. Referring to the letter from Deputi For Human Development and Equality number: B-17/SWP/D2/SB.01.01/12/2021 date December 20, 2021 Hal : Permintaan NOL Perpanjangan Tenaga Ahli TP2AK untuk mendukung kegiatan Percepatan Pencegahan Stunting Tahun 2022 and letter Task Team Leader INEY Bank Dunia dated Desember 23, 2021 hal Re: Investing in Nutrition and Early Years Program (Ln.8884-ID, TF0A7565) No Objection Letter (NOL) Requested for Extension of 7 Transitional TAs as Individual Consultants through Swakelola to Support Stunting Reduction Activities in 2022

BAHWA,

a. Sesuai dengan kontrak Nomor: 18/PPK/D-2/PL.02/01/2022 tanggal 4 Januari 2022

b. Berdasarkan surat Deputi Bidang Dukungan Kebijakan Pembangunan Manusia dan Pemerataan Pembangunan Nomor: B-17/SWP/D-2/SB.01.01/12/2021 tanggal 20 Desember 2021 Hal : Permintaan NOL Perpanjangan Tenaga Ahli TP2AK untuk mendukung kegiatan Percepatan Pencegahan Stunting Tahun 2022 dan Surat Task Team Leader INEY Bank Dunia tanggal 23 Desember 2021 hal Re: Investing in Nutrition and Early Years Program (Ln.8884-ID, TF0A7565) No Objection Letter (NOL) Requested for Extension of 7 Transitional TAs as Individual Consultants through Swakelola to Support Stunting Reduction Activities in 2022

NOW THEREFORE THE PARTIES hereby agree as follows:

PENERIMA JASA DAN KONSULTAN dengan ini bersepakat sebagai berikut:

1. Services

Layanan Jasa

- | | |
|---|---|
| <p>(i) The Consultant shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made and as integral part of this Contract ("the Services").</p> <p>(ii) The Consultant shall provide the reports listed in Annex B, "Consultant's reporting Obligations", within the time periods listed in the Annex.</p> | <p>(i) Konsultan harus melakukan layanan jasa yang ditentukan dalam Lampiran A, "Kerangka Acuan Kerja dan Ruang Lingkup Layanan Jasa," yang dibuat dan merupakan bagian dari Kontrak ini ("Layanan Jasa").</p> <p>(ii) Konsultan harus memberikan laporan yang tercantum dalam Lampiran B, "Kewajiban Pelaporan Konsultan", dalam jangka waktu yang tercantum dalam Lampiran.</p> |
|---|---|

2. Term

Jangka Waktu

The Consultant shall perform the services during the period commencing January 4th, 2022 and continuing through March 31, 2022 or any other period as may be subsequently agreed by the parties in writing.

Konsultan akan melakukan layanan jasa dalam periode dimulai 4 Januari 2022 dan berkelanjutan sampai 31 Maret 2022 atau periode lain yang mungkin kemudian disepakati oleh para pihak secara tertulis

3. Ceiling

Plafon Gaji

For Services rendered pursuant to Annex A, the Client shall pay the Consultant with the amount not to exceed a ceiling of **Rp. 96.000.000,-** (Netto).

Untuk Layanan jasa yang diberikan berdasarkan Lampiran A, Penerima Jasa harus membayar Konsultan dengan jumlah yang tidak melebihi pagu **Rp. 96.000.000,-** (Netto).

With a breakdown as follows:

Dengan rincian sebagai berikut:

- TF Portion (100%) : Rp. 96.000.000,-
- GOI Portion (0%) : Rp. 0,-

- Porsi TF (100%) : Rp. 96.000.000,-
- Porsi Pemerintah (0%) : Rp.0

This amount is based on the understanding that it includes all of the Consultant costs and profits. The payments made under the Contract consist of the Consultant's remuneration as defined in sub-paragraph B below, and the reimbursable expenditures as defined in sub-paragraph C Below.

All taxes paid by the Indonesia Government.

Jumlah tersebut berdasarkan pemahaman bahwa itu mencakup semua biaya Konsultan dan keuntungan. Pembayaran yang dilakukan berdasarkan Kontrak terdiri dari remunerasi Konsultan sebagaimana dimaksud dalam huruf B di bawah, dan pengeluaran penggantian sebagaimana dimaksud dalam huruf C bawah. Segala pajak menjadi tanggungan Pemerintah Indonesia.

4. Remuneration

The Client shall pay for consultant for the services given to 32.000.000 million IDR / month.

The Client will pay Consultant after working for one month.

The Consultant are required to comply with the provisions of the presence of the following:

1. Working days are from Monday to Friday at 07.30 to 17:00 Friday.
2. The Consultant shall include daily attendance using manually ;
3. The Consultant has the right to obtain 3 days leave during the contract after getting written permission from the Client;

5. Reimbursable

The Client shall pay the Consultant for reimbursable expenses following Government of Indonesia Rules. Reimbursable costs include such as: travel expenses and expenses meeting outside the office.

6. Payment Conditions

Payment submitted to the Client shall be made in IDR (Rupiah). Payment will be paid no less than 30 days following submission of invoices timesheet and monthly report acknowledged by the Assistant Deputy for Poverty Reduction.

Remunerasi

Penerima Jasa harus membayar Konsultan untuk Layanan Jasa yang diberikan sebesar Rp. 32.000.000/ bulan.

Penerima Jasa akan membayar setelah Konsultan bekerja dalam waktu sebulan.

Konsultan diwajibkan untuk memenuhi ketentuan kehadiran sebagai berikut:

1. Hari kerja adalah dari Senin sampai Jumat pukul 07.30-17:00.
2. Konsultan harus mencantumkan kehadiran harian dengan menggunakan daftar hadir manual;
3. Konsultan memiliki hak untuk mendapatkan 3 hari cuti selama kontrak dan setelah mendapatkan izin tertulis dari Penerima Jasa;

Penggantian

Penerima Jasa harus membayar Konsultan untuk biaya reimbursable sesuai Peraturan Pemerintah Indonesia.

Biaya penggantian antara lain seperti; biaya perjalanan dinas dan biaya rapat diluar kantor.

Syarat Pembayaran

Pembayaran diajukan kepada Penerima Jasa dalam mata uang Rp (Rupiah).

Pembayaran akan dibayarkan tidak kurang dari 30 hari setelah pengajuan pembayaran dengan dilampiri *timesheet* dan laporan bulanan yang diketahui/disetujui oleh Asisten Deputi Penanggulangan Kemiskinan.

All payments under this Contract shall be transferred to the Consultant's account:

Bank :
No Rek :
Pemilik Rekening:

Semua pembayaran berdasarkan Kontrak ini ditransfer ke rekening Konsultan ;

Bank :
No Rek :
Pemilik Rekening:

7. Project Administration

The Consultant shall keep accurate and systematic records and account in respect of the Services, which will clearly identify all charges and expenses. The Client reserves the right to audit, or to nominate a reputable accounting firm to audit, the Consultant's records relating to amounts claimed under this Contract during its term and any extension, and for a period of three month thereafter.

Administrasi Proyek

Konsultan harus menyimpan semua catatan dan dokumen yang berhubungan dengan jasa konsultan dengan benar dan sistematis, serta akan mengidentifikasi semua biaya dan dokumen kegiatan. Penerima Jasa berhak untuk melakukan audit, atau meminta sebuah perusahaan akuntansi terkemuka untuk audit terhadap file Konsultan yang berkaitan dengan jumlah yang diklaim berdasarkan Kontrak ini selama masa tugasnya serta perpanjangannya, dan untuk jangka waktu tiga bulan sesudah kontrak.

8. Performance Standard

The Consultant undertakes to perform the Services with the highest standards of professional and work ethical competence and integrity. In Accordance with the legislation occur

Standar Kerja

Konsultan menyanggupi untuk melaksanakan pekerjaannya dengan standar kompetensi professional, etika kerja dan integritas. Sesuai dengan ketentuan peraturan perundang-undangan yang berlaku

9. Confidentiality

The Consultant shall not, during the term of this Contract, disclose, any proprietary or confidential information relating to the Services, this Contract or the Client business or operations without the prior written consent of the Client.

Kerahasiaan

Konsultan, selama jangka waktu Kontrak ini maupun setelah berakhirnya kontrak, dilarang mengungkapkan informasi atau rahasia terkait dengan Jasa Konsultan, atau kegiatan diajukan kepada Penerima Jasa tanpa persetujuan tertulis Penerima Jasa.

10. Ownership of Material

Any studies, report or other material, graphic, software or otherwise, prepared by the Consultant for the Client under the Contract shall belong to and remain the property of the Client. The Client may retain a copy of such documents and software.

Kepemilikan Materi

Setiap studi, laporan atau bahan lain, grafis, perangkat lunak atau sebaliknya, yang disiapkan oleh Konsultan untuk diajukan kepada Penerima Jasa berdasarkan Kontrak merupakan milik diajukan kepada Penerima Jasa. Konsultan dapat menyimpan salinan dokumen tersebut.

11. Consultant Not to be Engaged in Certain Activities

The Consultant agrees that, during the term of this Contract it is prohibited to provide goods, work or services (other than the Services or any continuation thereof) for any project resulting from or closely related to the Services.

12. Insurance

The Consultant will be responsible for taking out any appropriate insurance coverage. Insurance is the responsibility of each consultant

13. Law Governing Contract and Language

The Contract will be set by the laws of Indonesia and the contract language is English.

14. Dispute Resolution

Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the law of the Client's country.

Konsultan Tidak akan Terlibat dalam Aktivitas Tertentu

Konsultan setuju bahwa selama jangka waktu Kontrak dilarang menyediakan barang, pekerjaan atau jasa (selain dari Layanan atau kelanjutan daripadanya) dari setiap kegiatan yang berhubungan dengan proyek atau yang terkait erat dengan Layanan jasa.

Asuransi

Konsultan akan bertanggung jawab untuk mengambil perlindungan asuransi yang sesuai. Asuransi adalah tanggung jawab masing-masing konsultan

Hukum yang mengatur kontrak dan bahasa

Kontrak akan diatur oleh hukum Indonesia, dan bahasa Kontrak adalah bahasa Inggris.

Penyelesaian Sengketa

Setiap sengketa yang timbul dari Kontrak ini, apabila tidak dapat diselesaikan secara damai antara para pihak, akan diselesaikan di pengadilan /arbitrase sesuai dengan hukum negara Penerima Jasa.

FOR THE CLIENT



Signed by Diar Indriatno

Title : Commitment Officer III Secretariat of Vice President

FOR THE CONSULTANT

Signed by Drs.Ec.Saputera MM

Title : Monitoring Specialist for Public Policy Specialist

**CONTRACT FOR CONSULTING SERVICES
TIME – BASED PAYMENTS**

**MONITORING SPECIALIST FOR PUBLIC POLICY SPECIALIST
Contract Number : 18/PPK/D-2/PL.02/01/2022**

CONTRACT

THIS Addendum is entered into this January 4, 2022, by and between:

KONTRAK INI ("Kontrak") ditanda tangani 4 Januari 2022, antara:

Project Officer, Deputy for Human Development and Equality ("the Client") having its principal place of business at the Secretariat of Vice President, Republic of Indonesia, Jl. Kebon Sirih No.14, Jakarta and Drs. Ec.Saputera, MM ("Consultan"), Jl. Wonorejo Permai Selatan XI Blok CC 635 004/006 Wonorejo Rungkut.

Pejabat Pembuat Komitmen, Deputy Bidang Dukungan Kebijakan PMPP ("Penerima Jasa") yang beralamat di kantor Sekretariat Wakil Presiden, Jl. Kebon Sirih No.14, Jakarta dan Drs. Ec.Saputera, MM ("Konsultan"), Jl. Wonorejo Permai Selatan XI Blok CC 635 004/006 Wonorejo Rungkut.

WHEREAS,

a. Herewith kontrak number : 18/PPK/D-2/PL.02/01/2022 dated January 4th 2022

b. Referring to the letter from Deputy For Human Development and Equality number: B-17/SWP/D2/SB.01.01/12/2021 date December 20, 2021 Hal : Permintaan NOL Perpanjangan Tenaga Ahli TP2AK untuk mendukung kegiatan Percepatan Pencegahan Stunting Tahun 2022 and letter Task Team Leader INEY Bank Dunia dated Desember 23, 2021 hal Re: Investing in Nutrition and Early Years Program (Ln.8884-ID, TF0A7565) No Objection Letter (NOL) Requested for Extension of 7 Transitional TAs as Individual Consultants through Swakelola to Support Stunting Reduction Activities in 2022

BAHWA,

a. Sesuai dengan kontrak Nomor: 18/PPK/D-2/PL.02/01/2022 tanggal 4 Januari 2022

b. Berdasarkan surat Deputy Bidang Dukungan Kebijakan Pembangunan Manusia dan Pemerataan Pembangunan Nomor: B-17/SWP/D-2/SB.01.01/12/2021 tanggal 20 Desember 2021 Hal : Permintaan NOL Perpanjangan Tenaga Ahli TP2AK untuk mendukung kegiatan Percepatan Pencegahan Stunting Tahun 2022 dan Surat Task Team Leader INEY Bank Dunia tanggal 23 Desember 2021 hal Re: Investing in Nutrition and Early Years Program (Ln.8884-ID, TF0A7565) No Objection Letter (NOL) Requested for Extension of 7 Transitional TAs as Individual Consultants through Swakelola to Support Stunting Reduction Activities in 2022

NOW THEREFORE THE PARTIES hereby agree as follows:

PENERIMA JASA DAN KONSULTAN dengan ini bersepakat sebagai berikut:

1. Services

Layanan Jasa

- (i) The Consultant shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made and as integral part of this Contract ("the Services").
- (ii) The Consultant shall provide the reports listed in Annex B, "Consultant's reporting Obligations", within the time periods listed in the Annex.
- (i) Konsultan harus melakukan layanan jasa yang ditentukan dalam Lampiran A, "Kerangka Acuan Kerja dan Ruang Lingkup Layanan Jasa," yang dibuat dan merupakan bagian dari Kontrak ini ("Layanan Jasa").
- (ii) Konsultan harus memberikan laporan yang tercantum dalam Lampiran B, "Kewajiban Pelaporan Konsultan", dalam jangka waktu yang tercantum dalam Lampiran.

2. Term

Jangka Waktu

The Consultant shall perform the services during the period commencing January 4th, 2022 and continuing through March 31, 2022 or any other period as may be subsequently agreed by the parties in writing.

Konsultan akan melakukan layanan jasa dalam periode dimulai 4 Januari 2022 dan berkelanjutan sampai 31 Maret 2022 atau periode lain yang mungkin kemudian disepakati oleh para pihak secara tertulis

3. Ceiling

Plafon Gaji

For Services rendered pursuant to Annex A, the Client shall pay the Consultant with the amount not to exceed a ceiling of **Rp. 96.000.000,-** (Netto).

Untuk Layanan jasa yang diberikan berdasarkan Lampiran A, Penerima Jasa harus membayar Konsultan dengan jumlah yang tidak melebihi pagu **Rp. 96.000.000,-** (Netto).

With a breakdown as follows:

Dengan rincian sebagai berikut:

- TF Portion (100%) : Rp. 96.000.000,-
- GOI Portion (0%) : Rp. 0,-

- Porsi TF (100%) : Rp. 96.000.000,-
- Porsi Pemerintah (0%) : Rp.0

This amount is based on the understanding that it includes all of the Consultant costs and profits. The payments made under the Contract consist of the Consultant's remuneration as defined in sub-paragraph B below, and the reimbursable expenditures as defined in sub-paragraph C Below.

All taxes paid by the Indonesia Government.

Jumlah tersebut berdasarkan pemahaman bahwa itu mencakup semua biaya Konsultan dan keuntungan. Pembayaran yang dilakukan berdasarkan Kontrak terdiri dari remunerasi Konsultan sebagaimana dimaksud dalam huruf B di bawah, dan pengeluaran penggantian sebagaimana dimaksud dalam huruf C bawah. Segala pajak menjadi tanggungan Pemerintah Indonesia.

4. Remuneration

The Client shall pay for consultant for the services given to 32.000.000 million IDR / month.

The Client will pay Consultant after working for one month.

The Consultant are required to comply with the provisions of the presence of the following:

1. Working days are from Monday to Friday at 07.30 to 17:00 Friday.
2. The Consultant shall include daily attendance using manually ;
3. The Consultant has the right to obtain 3 days leave during the contract after getting written permission from the Client;

5. Reimbursable

The Client shall pay the Consultant for reimbursable expenses following Government of Indonesia Rules. Reimbursable costs include such as: travel expenses and expenses meeting outside the office.

6. Payment Conditions

Payment submitted to the Client shall be made in IDR (Rupiah). Payment will be paid no less than 30 days following submission of invoices timesheet and monthly report acknowledged by the Assistant Deputy for Poverty Reduction.

Remunerasi

Penerima Jasa harus membayar Konsultan untuk Layanan Jasa yang diberikan sebesar Rp. 32.000.000/ bulan.

Penerima Jasa akan membayar setelah Konsultan bekerja dalam waktu sebulan.

Konsultan diwajibkan untuk memenuhi ketentuan kehadiran sebagai berikut:

1. Hari kerja adalah dari Senin sampai Jumat pukul 07.30-17:00.
2. Konsultan harus mencantumkan kehadiran harian dengan menggunakan daftar hadir manual;
3. Konsultan memiliki hak untuk mendapatkan 3 hari cuti selama kontrak dan setelah mendapatkan izin tertulis dari Penerima Jasa;

Penggantian

Penerima Jasa harus membayar Konsultan untuk biaya reimbursable sesuai Peraturan Pemerintah Indonesia.

Biaya penggantian antara lain seperti; biaya perjalanan dinas dan biaya rapat diluar kantor.

Syarat Pembayaran

Pembayaran diajukan kepada Penerima Jasa dalam mata uang Rp (Rupiah).

Pembayaran akan dibayarkan tidak kurang dari 30 hari setelah pengajuan pembayaran dengan dilampiri *timesheet* dan laporan bulanan yang diketahui/disetujui oleh Asisten Deputi Penanggulangan Kemiskinan.

All payments under this Contract shall be transferred to the Consultant's account:

Bank : Bank Mandiri
No Rek : 140-00-9704506-7
Pemilik Rekening: Saputera DRS.EC.MM

Semua pembayaran berdasarkan Kontrak ini ditransfer ke rekening Konsultan ;

Bank : Bank Mandiri
No Rek : 140-00-9704506-7
Pemilik Rekening: Saputera DRS.EC.MM

7. Project Administration

The Consultant shall keep accurate and systematic records and account in respect of the Services, which will clearly identify all charges and expenses. The Client reserves the right to audit, or to nominate a reputable accounting firm to audit, the Consultant's records relating to amounts claimed under this Contract during its term and any extension, and for a period of three month thereafter.

Administrasi Proyek

Konsultan harus menyimpan semua catatan dan dokumen yang berhubungan dengan jasa konsultan dengan benar dan sistematis, serta akan mengidentifikasi semua biaya dan dokumen kegiatan. Penerima Jasa berhak untuk melakukan audit, atau meminta sebuah perusahaan akuntansi terkemuka untuk audit terhadap file Konsultan yang berkaitan dengan jumlah yang diklaim berdasarkan Kontrak ini selama masa tugasnya serta perpanjangannya, dan untuk jangka waktu tiga bulan sesudah kontrak.

8. Performance Standard

The Consultant undertakes to perform the Services with the highest standards of professional and work ethical competence and integrity. In Accordance with the legislation occur

Standar Kerja

Konsultan menyanggupi untuk melaksanakan pekerjaannya dengan standar kompetensi professional, etika kerja dan integritas. Sesuai dengan ketentuan peraturan perundang-undangan yang berlaku

9. Confidentiality

The Consultant shall not, during the term of this Contract, disclose, any proprietary or confidential information relating to the Services, this Contract or the Client business or operations without the prior written consent of the Client.

Kerahasiaan

Konsultan, selama jangka waktu Kontrak ini maupun setelah berakhirnya kontrak, dilarang mengungkapkan informasi atau rahasia terkait dengan Jasa Konsultan, atau kegiatan diajukan kepada Penerima Jasa tanpa persetujuan tertulis Penerima Jasa.

10. Ownership of Material

Any studies, report or other material, graphic, software or otherwise, prepared by the Consultant for the Client under the Contract shall belong to and remain the property of the Client. The Client may retain a copy of such documents and software.

Kepemilikan Materi

Setiap studi, laporan atau bahan lain, grafis, perangkat lunak atau sebaliknya, yang disiapkan oleh Konsultan untuk diajukan kepada Penerima Jasa berdasarkan Kontrak merupakan milik diajukan kepada Penerima Jasa. Konsultan dapat menyimpan salinan dokumen tersebut.

11. Consultant Not to be Engaged in Certain Activities

The Consultant agrees that, during the term of this Contract it is prohibited to provide goods, work or services (other than the Services or any continuation thereof) for any project resulting from or closely related to the Services.

12. Insurance

The Consultant will be responsible for taking out any appropriate insurance coverage. Insurance is the responsibility of each consultant

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The Contract will be set by the laws of Indonesia and the contract language is English.

14. Dispute Resolution

Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the law of the Client's country.

Konsultan Tidak akan Terlibat dalam Aktivitas Tertentu

Konsultan setuju bahwa selama jangka waktu Kontrak dilarang menyediakan barang, pekerjaan atau jasa (selain dari Layanan atau kelanjutan daripadanya) dari setiap kegiatan yang berhubungan dengan proyek atau yang terkait erat dengan Layanan jasa.

Asuransi

Konsultan akan bertanggung jawab untuk mengambil perlindungan asuransi yang sesuai. Asuransi adalah tanggung jawab masing-masing konsultan

Hukum yang mengatur kontrak dan bahasa

Kontrak akan diatur oleh hukum Indonesia, dan bahasa Kontrak adalah bahasa Inggris.

Penyelesaian Sengketa

Setiap sengketa yang timbul dari Kontrak ini, apabila tidak dapat diselesaikan secara damai antara para pihak, akan diselesaikan di pengadilan /arbitrase sesuai dengan hukum negara Penerima Jasa.

FOR THE CLIENT

Signed by Diar Indriatno

Title : Commitment Officer III Secretariat of Vice President

FOR THE CONSULTANT

Signed by Drs.Ec.Saputera MM

Title : Monitoring Specialist for Public Policy Specialist