To: Offerors

Date: December 13, 2023

From: Procurement and Partnerships Team, INVEST Project; Implemented by DAI Global LLC

Subject: Request for Proposals (RFP) INVEST-132: Technical Advisory Support for Smart Building and Infrastructure in Indonesian National Capital (IKN) Modification 2

Due: 1:00pm Eastern Standard Time (EST) on **January 12, 2024**

Dear Offerors:

Enclosed is a Request for Proposals (RFP) to support the implementation of DAI's INVEST project funded by the United States Agency for International Development (USAID). DAI invites firms to submit a proposal for work as part of the USAID/Asia Bureau Transaction Advisory Fund buy-in.

I. RFP Process and deadlines: This solicitation will result in the award of a firm fixed price subcontract. We anticipate issuing a single subcontract award with a budget range of $750,000 - $800,000.

a. Submission of Questions – Questions must be submitted no later than **1:00pm EST on December 20, 2023** via email to **INVEST_Procurement@dai.com.** DAI will respond to these questions in approximately three business days.

b. Submission of Proposal – Proposal must be submitted no later than **1:00pm EST on January 12, 2024** via email to **INVEST_Procurement@dai.com,** copying Katherine_Tilahun@dai.com. The subject line of the email should be your organization name, followed by "Submission under RFP INVEST-132: Technical Advisory Support for Smart Building and Infrastructure in Indonesian National Capital (IKN)." Please certify in your submission email a validity period of 60 days for the price(s) provided. In order to submit a proposal, offerors must have at least initiated the process to obtain a SAM UEID. If the UEID has not yet been issued, offerors should note that in the submission and update INVEST at INVEST_Procurement@dai.com once it is issued. Please limit file submissions to 10 megabytes or less.

II. Composition of Proposal: The proposal should comprise the following submission documents. The Technical Proposal and Price Proposal should be prepared as separate files for independent evaluation, as follows below. Technical proposals should be submitted as a ten (10) slide presentation, using, at a minimum, 12-point standard font size. Graphics may be included, so long as text is clearly legible. If text or graphics are of poor resolution, the information provided may be excluded from consideration. Submissions in PowerPoint or PDF are acceptable, although PDF is preferred along with an accompanying PowerPoint (.ppt) document. Please provide a copy of your cost proposal in Excel format; offerors may use the attached cost/budget template.

Part 1 – Technical Proposal

Please limit your technical proposal to no more than ten (10) slides. The technical proposal is composed of the following three (3) sections:

1. **Technical Approach** – Offerors will detail their approach to fulfilling the accompanying Statement of Objectives (SOO). The approach will clearly indicate how the proposed activities will result in the successful completion of all deliverables and milestones within the stated timeframe. Offerors should demonstrate clearly how they will perform the work to achieve the stated objectives, including potential local partners. Offerors should note how they anticipate providing adequate operational guidance and compliance to support to the smart infrastructure and building of IKN. Offerors should also include the suggested number of projects to be feasibly assessed within activity timeframe.
2. **Institutional Capacity** – Offerors should provide details about the experience, expertise, or capacity of their firm (or firms if a partnering arrangement is being proposed) to recommend the proposed approach and complete the work as described. This should also include past performance in Indonesia or similar contexts performing services like those requested under this RFP. Offerors must demonstrate their experience in smart building projects of similar scale and complexity.
3. **Management Plan/Staffing Structure –** Offerors should include information on personnel who will be assigned to the activities described in the technical approach, where they are based, as well as a clear management plan in narrative form that outlines how expected deliverables and milestones will be developed and reviewed. The management plan should also include a timeline of key activities, milestones, and deliverables. Additionally, Offerors are preferred to have local presence in Indonesia – which may include at least one partner, if multiple firms are engaged.

   Offerors are permitted to engage in partnering/consortium arrangements that will provide the best value and capability to achieve the objectives of this RFP. If a partnering arrangement is proposed, please describe the nature of the arrangement, the specific technical value being contributed by each consortium member, and the appropriate management controls to ensure successful project delivery.

   In addition to the above, please include the following inputs, which will not be counted as part of the 10-slide limit and format may be PDF or Word:

   - Two (2) examples of past performance (i.e., case studies) relevant to this activity, limited to two (2) pages per example
   - CV(s) of any individual(s) proposed in the staffing plan, limited to two (2) pages per individual.

A cover page will be considered a non-counting page, should offerors choose to include one. No additional annexes or documentation are requested nor should be submitted.

Part 2 – Cost Proposal

The subcontract type for the presumptive work will be Firm Fixed Price, awarded as a subcontract by DAI Global, LLC. The cost proposal should not exceed $750,000 - $800,000. Please include your total proposed fixed price along with details for specific deliverable pricing. The offeror must also include a cost breakdown of the hourly rates for proposed personnel, any other direct costs, indirect costs, and fees if applicable, with a build-up to their total proposed price or include substantiating price reasonableness documentation/justification. Cost breakdowns included will be utilized to determine price reasonableness. The offeror should use the attached cost/budget template for guidance, but are not required to use it, as long as the cost proposal captures the necessary elements (i.e. deliverables table with breakdown of how the deliverable totals were calculated). The successful offeror will need to demonstrate that the proposed rates, fees, etc. are reasonable and will be required to provide documentation during subcontract negotiations to substantiate costs, as needed. Please limit file submissions to 10 megabytes or less.

III. Evaluation of Proposal: DAI will use best value determination for the award of this Request for Proposals. A best value determination means that, in DAI's estimation, the selected offer will provide the greatest overall benefit to USAID in response to the requirements stated in this RFP. DAI may also exclude an offer from consideration if it determines that an Offeror is "not responsible," i.e., that it does not have the management and financial capabilities required to perform the work required. DAI reserves the right to check the past performance, references, and other pertinent offeror information in making award decisions. Proposals will be evaluated against a stated number of factors including: the overall proposed approach, past performance, specific qualifications in the identified approach and sectors, and other evidence substantiating the bidder's ability to deliver, including budget and time frame considerations.

1. Technical Proposal: The Technical Proposal will be scored and evaluated separately from the cost proposal. Technical panel reviewers will evaluate offerors on the following factors, consistent with the offerors' technical proposal. The Technical Proposal will be evaluated against the following criteria:

a. **Technical Approach (40 points):** Points will be awarded to firms based on their specific approach to addressing the Statement of Objectives (SOO). The offeror will be scored based on its presentation of a clear approach which reflects the requirements of this specific activity but also incorporates the offeror's competencies. The technical approach must clearly indicate how the proposed activities will result in the successful completion of all deliverables and activities within the anticipated implementation timeframe, drawing on local expertise as needed.
In particular, the Offeror should indicate their proposed approach to address the following areas:

- Approach to developing operational guidelines and compliance checklist for smart building development in IKN; and assessment of existing projects' level of compliance with the guidelines.
- Approach to developing concept for smart infrastructure guidelines and best practices; and assessment existing projects' level of compliance with concept guidelines.
- Offerors to also include the suggested number of projects to be feasibly assessed within activity timeframe.

b. **Institutional Capacity (30 Points):** Points for this section will be awarded based on information presented in the corresponding section and any submitted case studies. The offeror must demonstrate its institutional experience and expertise in smart building and smart infrastructure engineering and operations. The successful offeror should highlight relevant experience in Indonesia or similar contexts, with a strong preference given to offerors with relevant experience and ongoing presence in Indonesia. Offerors should highlight team members' professional network in Indonesia. If the offeror does not have ongoing presence in Indonesia, the successful offeror should demonstrate ability to partner with qualified local firms for technical and local expertise.

c. **Management Plan/Staffing Structure (30 Points):** Points for this section will be awarded based on the qualifications of proposed staff, clear delineation of the roles and responsibilities of each proposed staff and each proposed firm (if firms are partnering), clear description of where firms and staff are located geographically, and the demonstrated efficacy and clarity of the management plan. Local presence in Indonesia is preferred. If the offeror is submitting a proposal with partners, the proposal should describe the nature of the arrangement (i.e., added technical value), the division of labor among the partners, and the appropriate management controls to ensure successful delivery.

   The proposal should provide a clear management plan in narrative form for the development, review, and submission of all associated deliverables, including a proposed milestone schedule. The Management Plan should clearly outline the offeror's management plan for proposed activities, including clearly identified roles for each partner (if applicable) and approach to engagement with the IKN Authority based in Jakarta and IKN sites.

   The offeror should clearly demonstrate that their proposed staff have the requisite experience advising host governments at varying levels and working with local partners. Proposed personnel also should demonstrate expertise in smart system technology, IoT. The offeror should also indicate the experience of proposed staff in smart building and other smart technologies related to infrastructure, including but not limited to architect, IT, and civil engineering.

2. **Cost Proposal:** Total price and associated cost build-up will be evaluated separately from the technical approach, with due consideration for realism, price

reasonableness, and allowability consistent with U.S. government cost principles. Evaluation for this section will be dependent upon all information presented by the Offeror in their deliverable table and supporting cost information, as well as its alignment with the proposed technical approach.

IV. **Offeror's Agreement with Terms and Conditions: Please visit the INVEST Procurement Hub website (scroll down to "Terms and Conditions") for RFP Terms and Conditions.**

The completion of all RFP requirements in accordance with the instructions in this RFP and submission to DAI of the technical and price proposals will constitute an offer and indicate the Offeror's agreement to the terms and conditions in this RFP and any attachments hereto. DAI is not required to accept and/or evaluate proposals that do not conform to the instructions of the RFP, and additionally, DAI may reject all proposals and not award a subcontract for this RFP. DAI reserves the right to award a subcontract without discussion and/or negotiation; however, DAI also reserves the right to conduct discussions and/or negotiations, which among other things may require an Offeror(s) to revise its proposal (technical and/or price). By submitting an offer, Offerors agree to comply with the general terms and conditions for an award, including Representations and Certifications compliance. Offerors must provide full, accurate, and complete information in response to this solicitation. By submitting an offer, Offerors certify that they have not/will not attempt to bribe or make any payment to DAI employees in return for preference. Issuance of this RFP in no way obligates DAI to award a subcontract, nor does it commit DAI to pay any costs incurred by the Offeror in preparing and submitting the proposal. DAI reserves the right to award a subcontract to one organization or to issue multiple awards to different organizations based on the results of our evaluation.

Thank you,
DAI INVEST Procurement and Partnerships Team
INVEST_Procurement@dai.com

Statement of Objectives under RFP INVEST-132
USAID INVEST: Mobilizing Private Investment for Development
Technical Advisory Support for Smart Building and Infrastructure in Indonesian National Capital (IKN)
USAID/Asia Bureau Transaction Advisory Fund

Introduction

Through INVEST, USAID seeks to unlock the potential of private capital to drive inclusive growth in countries around the world. Increasingly, private investors and businesses are looking to emerging markets for better returns and new market opportunities. Encouraging investment in high-impact areas important to USAID such as agriculture, financial services, infrastructure, energy, clean water, health, and education, requires new forms of collaboration between USAID and the investment and business community.

Background

Infrastructure Transaction and Assistance Network and the Transaction Advisory Fund

The Infrastructure Transaction and Assistance Network (ITAN) is a whole-of-U.S. Government initiative to advance sustainable, transparent, high-quality infrastructure across the Indo-Pacific region. Launched in July 2018, ITAN furthers the U.S. vision for a free and open Indo-Pacific to ensure peace, stability, and growing prosperity in the region. Under ITAN, USAID plays a leading role helping its Indo-Pacific partners to catalyze private sector investment—including from the United States—by strengthening their ability to implement and manage sustainable, transparent, and high-quality infrastructure projects.

In October 2019, the USAID Bureau for Asia (USAID/Asia Bureau), with implementation support from INVEST, launched the Transaction Advisory Fund (TAF), a function of the Infrastructure Transaction and Assistance Network. Under TAF, INVEST responds to host country governments' requests for assistance on infrastructure projects with high quality, best-in-class discrete transaction advisory services—primarily legal and other services for contract negotiation and bid/proposal evaluation—on a rapid response basis.

Smart Infrastructure at Ibu Kota Nusantara (IKN)

The Government of Indonesia (GOI) assigned the Nusantara State Capital Authority (Otorita Ibu Kota Nusantara/OIKN) to prepare the development and relocation of Indonesia's state capital from Jakarta to Nusantara in East Kalimantan province. The first phase of relocation is planned for August 2024.

IKN is currently in its development phase with the goal of becoming a world-class sustainable city, where harmonious synergy between nature and humanity are prioritized. In line with this vision, IKN development aims to embrace smart, forest, and sponge city principles, prioritizing the use of renewable energy, efficient water management, alternative energy sources, waste management, and sustainable transportation. To realize the IKN vision of becoming a smart city, all buildings constructed within IKN are planned to be smart buildings. The IKN Authority has already developed Technical Guidelines on Smart Building, which will serve as the basis for a comprehensive survey and evaluation of all buildings currently under construction and future projects in IKN. USAID Indonesia has been actively supporting the IKN Authority with technical assistance since 2022, including support to develop the smart building guideline and smart city design.

In addition to buildings, other infrastructure in IKN will also follow smart infrastructure guidelines and principles. The IKN Authority is now seeking USAID's support in advancing its smart building framework and in developing smart guidelines for key infrastructure, such as smart transportation and smart waste management. As the smart building and smart infrastructure initiatives are relatively new in Indonesia, these guidelines will serve as benchmark for future projects in the country.

Implementation Objectives and Activity structure

Through this activity, USAID aims to provide technical assistance to the office of the Deputy for Infrastructure and Facilities of IKN Authority to develop: (1) operational and implementational guidelines for smart buildings to ensure compliance with the IKN technical guidelines on smart buildings as well as interoperability and integration in a smart city system, and (2) a conceptual study of smart infrastructure requirements in IKN to further support its status as a smart city.

The selected Offeror(s) will leverage technology and engineering expertise to support the IKN through two components: smart building and smart infrastructure. The selected Offeror(s) tasks will include, but not limited to, the following.

1. **Smart Building Technical Assistance**
    a. **Develop Operational Guidelines (*Petunjuk Pelaksanaan*) for smart building design and construction in IKN**: To develop operational guidelines for smart building, the selected Offeror(s) will:
        - Review existing Technical Guidelines on Smart Building (from the IKN Authority, Ministry of Public Works and Housing, and other sources as applicable).
        - Make inventory of top international best practices on Smart Building Operational Guidelines (e.g., Smartscore).
        - Analyze the realistic and applicable technology used for smart building to be implemented in Indonesia.
        - Recommend classification framework for smart buildings according to the stages of implementation of smart building technology in IKN (i.e., basic, intermediate, and advanced smart buildings).
        - Provide considerations and/or recommendations for the minimum level to be implemented at start of the IKN for different types of buildings and the subsequent stages.
        - Conduct consultations with relevant stakeholders (e.g., project developers, industry bodies, other GOI officials, and embassies) to present and receive feedback on the newly developed Operational Guidelines.
    b. **Develop classification specific checklists for smart building compliance based on Operational Guidelines:** The checklists will include requirements for each classification outlined in the Operational Guidelines for basic, intermediate, and advanced smart buildings.
        - Each checklist will expand on the requirements of its preceding classification based on smart building design and construction.

- The aspects of the checklist must be categorized such as connectivity, security, interoperability, energy efficiency, etc. These checklists must cover all stages in building such as planning, construction and operation.

c. **Develop a scoring system and passing grade for Smart Building compliance**: The system must provide scoring for each checklist item and a passing grade for a building to be classified as a smart building.
    - The system will include a score card for each classification, including basic, intermediate, and advanced smart buildings. From this approach, buildings that are classified as a basic or intermediate smart building can identify areas of improvement and upgrade to a higher classification if further checklist requirements are fulfilled.

d. **Assess and prepare report of existing building projects' compliance with the Smart Building Operation Guidelines**: The selected Offeror(s) will assess IKN's existing building projects' compliance with newly developed Smart Building Operational Guidelines, conduct a gap assessment of the smart building implementation in IKN, and prepare a compliance report that includes recommendations on meeting guideline requirements. To get access to IKN's existing building projects, the selected Offeror(s) must have permission from the Authorities and to be accompanied during field visits.

    Offerors to suggest number of projects to be feasibly assessed within activity timeframe.

2. Smart Infrastructure Technical Assistance

a. **Develop concept for Smart Infrastructure Guidelines**: To develop the concept for Smart Infrastructure Guidelines, the selected Offeror(s) must:
    - Define the objectives: clearly articulate the purpose of the smart infrastructure guidelines. Identify the objectives to be accomplished through the implementation of smart technologies in infrastructure projects.
    - Research and understand the context: conduct thorough research to understand the existing infrastructure challenges and opportunities in the specific area or industry where the guidelines will be applied. Study successful smart infrastructure projects from other regions to gain insights and learn from their experiences. Conduct consultation with other deputies within IKN, technical ministries, and other relevant stakeholders to take inventory of existing concepts/guidelines for select infrastructure such as transportation, waste management, etc.
    - Identify stakeholders: identify the key stakeholders who will be involved in the implementation and management of smart infrastructure projects. This may include government agencies, private companies, industry experts, and the public.
    - Outline key areas of smart infrastructure: identify the key areas where smart technologies will be applied, such as transportation, energy, water, waste management, and public services.

b. **Develop concept/template of sectoral or key areas guidelines**: The concept/template must include, at minimum:

- Guidelines that outline the best practices, technologies, engineering principles, and processes to be followed for each key area. Consider factors such as data collection, analytics, security, and privacy.
- Standards and Frameworks: establish technical standards, protocols, and frameworks that will govern the deployment of smart technologies in infrastructure projects. This ensures interoperability, integration, security, and scalability.

c. **Consultation with relevant stakeholders on challenges, risks, and next steps**
   - Identify challenges and risks: identify potential challenges and risks associated with implementing smart infrastructure, such as data privacy concerns, cybersecurity threats, and technological limitations.
   - Recommend next step actions: provide recommendations for next step actions that must be addressed before implementation, such as conducting pilot projects to test the feasibility and effectiveness of the proposed smart infrastructure concepts.

d. **Assess and prepare report of existing infrastructures projects' level of compliance with the concept of Smart Infrastructure Guidelines.**
   - Gather all documentation and information related to the infrastructure projects' level of compliance including any past reviews, blueprints, and other available metrics.
   - Compare the infrastructure projects against benchmarks and any noteworthy trends.
   - Draft actionable recommendations for each project to enhance their alignment with the Smart Infrastructure Guidelines.

Offerors to suggest number of projects to be feasibly assessed within activity timeframe.

Illustrative Deliverables

The selected offeror(s) will propose deliverables, based on their technical approach, which will result in the successful execution of the above-described services. The following are illustrative deliverables, but offerors are welcomed to propose alternative deliverables in alignment with the offeror's proposed technical approach:

- Inception Report
- Operational Guidelines for Smart Building
- Classification Specific Checklist for Smart Building Compliance
- Scoring and Rating System for Smart Building
- Concept Report of Smart Infrastructure Guideline

Period and Place of Performance

The activity is anticipated to commence in February 2023 and take place over a period of 4 months.

Work for this activity is preferred to take place primarily in Indonesia with remote work supplementing the on-the-ground implementation, if necessary. One or more team members should have a professional network in Indonesia and preferably speak Bahasa Indonesia.

Role of INVEST

INVEST will work closely with the selected offeror(s) during all stages of this work. DAI will subcontract the selected offeror(s) directly and provide review and oversight throughout the life of the activity. The INVEST team will administer periodic check-ins, reporting, deliverable review prior to client presentation and approval, and manage an ongoing monitoring, evaluation and learning framework.

- Subcontractor Onboarding: INVEST will provide the successful offeror(s) with all necessary context, and work with the successful offeror(s) to develop the work plan.
- Project Implementation: The successful offeror(s) will implement the work as prescribed by the work plan(s). INVEST will provide management support and ensure periodic check-ins/reporting.
- Ongoing Monitoring, Evaluation, and Learning: INVEST will define indicators during the subcontracting process, collect and review M&E data from subcontractors for requisite reporting to USAID and will conduct data quality assessments as necessary.