

ANNOUNCEMENT OF REQUEST FOR INFORMATION (RFI)

Bank Indonesia will hold Procurement of Instructor For IHT Dealer / Portfolio Manager Year 2024 with the following conditions:

1. Scope of Work:

In general, the tasks of the appointed instructor are to assist Bank Indonesia in preparing the job family market certification program, including material contents in accordance with best practice, to conduct trainings as well as to carry out evaluations of participants who subsequently will be declared passed/failed. The scope of work is as follows:

a. Training Preparation

- 1) To collect data and related documents to prepare materials and methods, examinations, and teaching tools in accordance with Bank Indonesia's needs.
- 2) To coordinate with the Bank Indonesia Institute to be able to customize materials, methods, examinations, and teaching tools in accordance with the needs of Bank Indonesia.
- 3) To arrange modules consisting of:
 - a) Basic concepts of international macroeconomic and financial indicators related to global financial markets, with a focus on monetary policy by central banks and its implications for interest rates.
 - b) Basic knowledge of financial markets including product concepts (Foreign Exchange, Money Market, Fixed Income and their derivatives including structured products), fundamental and technical analysis, modeling, relative value analysis, trading strategies, and day-to-day operations.
 - c) Basic concepts of portfolio management and international diversification in banks/central banks.
 - d) Performance evaluation concepts, including absolute, excess and total return.
 - e) Trends in the management of foreign exchange reserves and risk management of the central bank.
- 4) To arrange and provide course materials including case studies and group discussions;
- 5) To arrange participant evaluations; and
- 6) To arrange a training schedule.

b. Training Implementation

- 1) To carry out the program for 6 weeks of sessions, consisting of 5 weeks of classical sessions and 1 week of bourse game sessions with a total of \pm 25 people.
- 2) In the classical session, at least deliver the following modules in the pre-training and training sessions:
 - a) Ethics
 - b) Macroeconomics/fundamental economic indicators
 - c) Introduction to Financial Markets
 - d) Calculation of interest rates, Money Market and Fixed Income Market
 - e) Foreign Exchange Market
 - f) FX and interest rate derivatives (e.g. Forwards, FX Swap and Options, Cross Currency Swap, Interest Rate Swap, Money Market & Bond Futures, Swaps, and Options).
 - g) Spread products (e.g. emerging market bonds, Corporate Bonds, US mortgage-backed securities).
 - h) Asset and liability management
 - i) Portfolio management (strategic, tactical asset allocation and investment strategy)
 - j) Financial Risk Management (market risk, credit risk, liquidity risk, operational risk)
 - k) Technical analysis
 - l) Financial Behavior
- 3) To provide a system for the Bourse Game. Bourse Game aims to teach participants to manage portfolios

effectively by utilizing various financial instruments by considering prevailing financial market conditions and practicing risk management in designed simulated conditions. This experience is designed to equip participants with the knowledge and skills needed to make sound decisions with adequate information in real financial markets. Participants can compete with each other to achieve the best returns on simulated investment simulations, including involving third parties who act as regulators such as central banks.

- 4) To provide teaching staff/instructor/resources who have appropriate expertise, background and experience to provide theoretical and practical material.
- 5) To provide comprehensive teaching materials in the form of broadcasts that will be used for teaching, including modules and/or pre-reading materials as independent learning resources that participants can access online before the program starts;
- 6) To prepare exam questions and carry out evaluation activities through conducting tests and assessments for participants at least 4 (four) times in 5 (five) weeks of learning outside the course game, including pre-tests before the start of the training program.
- 7) To prepare program implementation reports.

c. Post Training

Submit a work report on the results of the training a maximum of 15 working days after the training, which consists of:

- 1) Training materials;
- 2) Certification of each participant;
- 3) Individual assessment results and recommendation reports for each participant;
- 4) Program implementation report.

- d. To coordinate with employers (Bank Indonesia Institute and Department of Foreign Exchange Management) regarding the matters related to the training.

2. Requirements for Vendor Criteria consist of:

- a. Company as a business entity registered in Bank Indonesia's e-procurement system.
- b. Trainer(s) must have relevant experience(s) in treasury management, both in the academic field, professional or international practitioners.
- c. Trainer(s) is/are preferred to have experience(s) related to managing foreign exchange reserves at central banks or government institutions (Sovereign Wealth Fund).
- d. In 2020-2023 has/have experience(s) in providing training of portfolio management.
- e. Other requirements :

- 1) Not declared bankrupt through a court decision.
- 2) Business activities are not being temporarily suspended.
- 3) Persons authorized to represent business entities are not undergoing criminal sanctions, and legally have the capacity to sign contracts.
- 4) Has/have human resources, capital, equipment and other facilities needed to carry out the work.
- 5) Not being subject to sanctions by Bank Indonesia related to the implementation of previous procurement and contracts by Bank Indonesia.

For those who have not registered in BI's e-procurement, can register as a BI's vendor via <https://eprocurement.bi.go.id>.

For further information please contact Bank Indonesia via email as follow lani_n@bi.go.id and rahmadilah_w.i@bi.go.id and the deadline for submission RFI is set to start January 18, 2024 until January 23, 2024, by completing the following documents:

- a. Copy of the trainer's CV as in points 2.b and 2.c.
- b. Copy of contract / work order / other supporting documents as in point 2.d.
- c. Statement Letter which includes point 2.e.

Prospective participants who will be evaluated and considered to be invited to take part in the procurement process are companies who have submitted complete documents and meet the requirements.

Strategic Sourcing Division for Critical Goods and Services
STRATEGIC PROCUREMENT DEPARTMENT