CONFIDENTIAL

giz Postfach 5180 • 65726 Eschborn

To all tenderers

Date 12.11.2026

Tender number: **10061787**
Project processing number: **G-011907-001**
Type of procedure: **Public invitation to tender**

Invitation to submit a tender

Dear Sir/Madam,

We intend to award the services/work described in the enclosed procurement documents.

Please submit your technical and financial bids by 27.11.2026, 12:00 pm (Berlin time) in English. Details of our submission requirements are explained in the terms and conditions for application. By submitting your offer, you accept GIZ's General Terms and Conditions of Contract (in the currently valid version).

Please note that when you submit a tender, the tender is binding until expiry of the deadline. The contract will come into force upon notification of its award within the deadline.

The tender documents, comprising the following, are to be submitted in their entirety:

- completed self-declaration and annexes
- financial bid in the format provided (price schedule)
- technical bid up-to-date curriculum vitae (CV) for each expert and concept

When preparing the financial bid, you must adhere to the requirements of the specification of inputs as set out in the Terms of Reference.

Deutsche Gesellschaft für
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The tenders received will be subject to a technical assessment based on the CV and the concept in accordance with the annexed technical assessment grid. Only tenders that score at least 500 points in the technical assessment will be accepted for the financial evaluation. Technical bids that fail to reach this cut-off point will be regarded as unsuitable.

The technical bid is weighted at 70% and the financial bid at 30%.

If a consortium is to be formed for the service offered, please submit the consortial declaration.

Planned schedule for the rest of the procurement procedure:

End of binding period (i.e. tenders no longer legally binding)	15.02.2027
Commencement of service delivery	15.12.2026

Sustainability
We have developed a Guide for Practicing Corporate Sustainability (GPS) so that our contractors can learn about corporate sustainability at GIZ. We invite you to go through GPS and obtain a participation certificate.

Participation in GPS does not influence the award decision in this procedure. However, we would very much welcome your taking part in GPS: http://gps.giz.de/en.

Yours sincerely,

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Prabhjot Kaur-Fortanz
Contract Manager, E290
Contract Management

Annexes

- Application requirements of GIZ for the award of contracts for service and work below the EU threshold (in the currently valid version)
- General Terms and Conditions of Contract for Supplying Services and Work (in the currently valid version)
- Terms of reference
- Assessment grid for the technical evaluation of tenders
- Draft contract
- Self-declaration of eligibility
- Price schedule
- Data protection information on GIZ awarding process and contracts
- Declaration by candidate/bidding consortium (Consortial Declaration)
- Order form for registration