

Terms of reference (ToRs) for the procurement of services above the EU threshold

Project title:	Processing number/cost centre:
Agriculture Innovation Project II (AIP II)	G-012158-007
Country:	Internal order:
Egypt	12158010000
Subject of the tender procedure:	Tender number:
Building the capacities of smallholder farmers on agriculture best practices, and climate smart agriculture in Upper Egypt	10032182

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0. List of abbreviations

AIP II	The Agricultural Innovation Project Phase II
CSA	Climate Smart Agriculture
FAB	Farming As a Business
FFS	Farmer Field School
GAP	Good Agriculture Practices
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH
GTC	General Terms and Conditions of Contract for supplying services and work on behalf of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH
iCF	inclusive Contract Farming
KOMP	Cost per output monitoring and forecast
LAS	LAND-at-scale project
LoI	Letter of intent
LUC	Participatory Land-Use Consolidation
MAPs	Medicinal and Aromatic Plants
MARL	Egyptian Ministry of Agriculture and Land Reclamation
MoU	Memorandum of Understanding
RMO	Risk Management Office
RVO	Netherlands Enterprise Agency
SDC / DEZA	Swiss Development Cooperation
ToR	Terms of Reference
ToT	Training-of-Trainers
WP	work package
ZALF	Leibniz Centre for Agricultural Landscape Research

1. Context

The *Agricultural Innovation Project Phase II* (AIP II) is an Egyptian-German Technical Cooperation project commissioned by the *German Federal Ministry for Economic Cooperation and Development* (BMZ), implemented by *Deutsche Gesellschaft für Internationale Zusammenarbeit* (GIZ) GmbH in cooperation with the *Egyptian Ministry of Agriculture and Land Reclamation* (MALR; political partner). With a project duration until end of 2029, the project aims to increase the income of smallholder farmers and rural entrepreneurs in Upper Egypt by introducing market-oriented and agricultural innovations that strengthen climate resilience.

Under the co-financing of the *Swiss Development Cooperation* (SDC/DEZA) and the *Netherlands Enterprise Agency* (RVO), AIP II is implementing activities within the component “Participatory Land-Use Consolidation (LUC) and Climate Resilience for Inclusive Business Models” of the *LAND-at-Scale* (LAS) project, which operates in eight countries. The Dutch program aims to enhance climate resilience and agricultural productivity, support the establishment and growth of agribusinesses, and strengthen business relationships within selected value chains. In addition, it focuses on improving the delivery of public and private services to smallholder farmers to enable the scaling up of innovations. A key priority is strengthening climate resilience and productivity through participatory land-use consolidation.

By consolidating land use, promoting climate-resilient practices, and fostering inclusive business models, the AIP II project contributes to the overall objectives of the LAS program.

AIP II adopts an approach that emphasizes capacity building at multiple levels. At the technical level, the project focuses on enhancing the technical proficiency and entrepreneurial skills of smallholder farmers and rural entrepreneurs, enabling them to adopt climate-friendly practices and pursue sustainable livelihoods.

At the institutional level, AIP II works to strengthen the capacities and service orientation of farmers’ associations, as well as other key stakeholders in both the public and private sectors. By fostering collaboration with private sector actors, including individual companies and umbrella institutions such as export promotion agencies, the project seeks to catalyse structural changes in resource use and business practices.

Through these coordinated efforts, AIP II promotes stronger market orientation along agricultural supply chains, ultimately driving sustainable and climate-resilient outcomes across the sector.

These Terms of Reference (ToR) will be implemented under the AIP II project Output 1, which focuses on enhancing the climate resilience and productivity of smallholder farmers in Upper Egypt.

The living lab approach is an open innovation ecosystem that tests and co-creates new solutions in real-life environments, putting users and targeted groups at the centre to ensure relevance and effectiveness. These collaborative spaces bring together diverse stakeholders—like researchers, private sector (Inputs & market), government, and academia to address complex challenges like sustainability or climate change issues through iterative experimentation and feedback, generating

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practical, user-driven innovations; such approach will be applied to enable the co-creation, testing, validation, and scaling of innovations through close collaboration among farmers, multipliers, community leaders, research institutions, and public and private sector actors. The intervention follows a structured progression from conceptualization to transition and ultimately to scaling, ensuring ownership and long-term sustainability.

Accordingly, AIP II has defined three implementation phases for the Living Lab approach. The **conceptualization** and **transition** phases will be carried out by the *Leibniz Centre for Agricultural Landscape Research* (ZALF) under separate grant agreement; the **scaling-up** phase will be implemented by the tenderer selected through this tendering process.

The project focuses on the following value chains: medicinal and aromatic plants (MAPs) (**basil, marjoram, mint, chamomile, fennel, geranium, and anis**) and **staples (onions, garlic, tomatoes, sesame, soybeans, and green beans)**. All the project activities are running in Upper Egypt; within four main governorates: **Beni Suef, Minya, Asyut, and Sohag**.

Clarification of approaches: *The Living Lab and Farmer Field School (FFS) approaches are complementary but distinct. The **Living Lab** is a multi-stakeholder innovation and co-creation approach focused on developing, testing, validating and scaling solutions in real-life settings. The **FFS** is a structured, farmer-centred learning and experimentation approach focused primarily on building farmers' knowledge, skills and capacity through practical, participatory learning. The tenderer is expected to clearly distinguish and apply the two approaches embedding FFS as a tool into the overall Living Lab approach.*

2. Tasks to be performed by the tenderer

2.1 Term

The expected term of the contract for services must be specified in the 'Special terms and conditions of contract'. The definitive term and service delivery period are set out in the contract award notification.

2.2 Objectives, indicators, work packages, milestones

Overall objective:

The action aims to adopt the concept of the "Living Lab" (LL) while enhancing the resilience of smallholder farming communities in Upper Egypt. This will be achieved by strengthen the capacities of 6600 smallholder farmers to reduce production losses resulting from extreme weather events, improve climate adaptive production methods, support livelihood diversification and increase income. The action will also strengthen the capacities of 200 rural stakeholders such as agricultural extension service, agriculture related enterprises, cooperatives and young graduates at the community level to develop and deliver targeted services to the farmers.

Specific Objectives

The following specific objectives contribute to achieving the overall goal:

- **Capacity Building for Rural Stakeholders:**
Conduct multiple rounds of “Training-of-Trainers” (ToT) workshops targeting 200 rural service providers (multipliers) and community leaders. These trainings will strengthen their capacities to lead community-level initiatives, disseminate knowledge, and support the adoption of “climate-smart agriculture” (CSA), “good agricultural practices” (GAP), and post-harvest management.
- **Enhancing Farmers’ Capacities and Resilience:**
Provide direct technical support to 6600 smallholder farmers through interactive demonstration plots and field visits. These interventions will build farmers’ capacities in CSA, GAP, and post-harvest practices, aiming to reduce losses from extreme weather events, improve agricultural productivity, and promote adaptive crop production methods.
- **Promoting Livelihood Diversification and Income Stability:**
Support smallholder farmers in diversifying their livelihoods through the introduction of innovative agricultural practices, market-oriented production, and income-generating activities, thereby enhancing income stability and resilience.
- **Facilitating Knowledge Exchange and Innovation:**
Establish and support interactive farmer groups (combined farmer field school and living lab approach; see also WP2) to enable knowledge sharing, peer learning, and the dissemination of agricultural innovations and market information, contributing to increased productivity, sustainability, and resilience.

Tasks to be performed by the tenderer

The tenderer will come in during the phase of up-scaling of the project’s implementation measures. During this scaling-up phase, the tenderer will implement the Living Lab concept based on the “Scaling-Up Roadmap” provided by ZALF at the end of a transition phase. This roadmap outlines and recommends innovative solutions that have already been tested and validated during the previous phases of the project.

The Living Lab concept will adopt a hybrid approach, combining a multi-stakeholder Living Lab model with elements of the traditional “Farmer Field School” (FFS). To ensure clarity and accessibility for domestic stakeholders and target groups, this approach will be referred to as **“Interactive Demo Plots”**.

Note: During the implementation, the tenderer shall align and agree with AIP team and other implementing institutions (ZALF) on the topics of training, solutions, and time frame.

All interventions carried out by the tenderer will be guided by the Living Lab framework and organized into three interlinked “Work Packages” (WP). The tenderer will be responsible for implementing these Work Packages and achieving their corresponding milestones.

WP 1: “Training-of-Trainers” (ToT) workshops for the rural service providers (multipliers) and community leaders.

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WP 2: Direct technical support to smallholder farmers via “Interactive Demo plots”, and field visits.

WP 3: Knowledge facilitation and exchange between interactive farmers’ groups.

Work package 1: ToT workshops for the rural service providers (Multipliers) and community leaders.

Target group

Rural service providers (multipliers) and community leaders.

Objective

To train 200 multipliers and community leaders on training skills and how to facilitate the LL process, as well as other technical activities, for targeted smallholder farmers across the four governorates Beni Suef, Minya, Asyut, and Sohag.

Activities

Task 1: Develop curriculum and training materials for the following topics (18 man/days):

- Living Lab Concept and facilitation
- Concept of the Value Chain Development
- Climate Smart Agriculture (CSA) Innovation
- Farming As a Business (FAB)
- Land Use Consolidation Concept (LUC)
- Food Safety
- Food and Nutrition
- Post-Harvest Management

Task 2: Organize and deliver four training rounds (32 man/days), each consisting of an 8-day program, with one round conducted in each target governorate. Each round will target 50 participants, including community leaders and local government representatives.

In total, 200 multipliers and community leaders will be trained across the four governorates: Beni Suef, Minya, Asyut, and Sohag.

Note: Materials development and list of trainees will be identified in coordination with AIP team; Each trainee will receive a Certificate at the end of the program. Certificate design, logos, and signatures will be arranged with the communication team of the AIP project.

Approach

- Modular ToT curriculum combining theory and practice
- Participatory and adult-learning methodologies
- Gender-sensitive and inclusive design
- Continuous assessment and certification of trainees

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Outputs

- Standardized ToT manuals and training materials
- 200 trained multipliers (Attendance certificates)

Milestones for work package 1	Delivery period
200 multipliers and community leaders have been attending the ToT programs. - Develop curriculum and training materials. - Carry out the ToT programs <i>Expected deliverables:</i> - Training Certificates - Standardized ToT manuals and training materials - Final report of WP 1	4 months after contract award

Work package 2: Direct technical support to smallholder farmers via “Interactive Demo plots”, and field visits.

Interactive demo plots serve as practical, small-scale experimental fields established within local communities to showcase improved agricultural practices under real-world conditions; therefore, the tenderer will manage different interactive demo plots considering the multi-stakeholder approach of the living lab concept, supported by field visits to farmers owned land to introduce CSA and GAP innovations.

Targeted value chains are medicinal & aromatic plants - MAPs (basil, chamomile, mint, marjoram, fennel, anis, and geranium), onion, garlic, tomato, sesame, soybeans, and green beans.

Target group

WP 2 targets 6600 farmers.

Objective

To support the application and scaling of CSA and GAP innovations through **field-based technical support** (Interactive demo plots, and field visits) by 6600 farmers.

Activities

Task 1: Setting up **55** interactive demo plots for a total of **6600** smallholder farmers (4 farmer groups per demo plot, consisting of 30 farmers per group, each demo plot is a round 1 Feddan (feddan = 0,42 ha) within the targeted governorates to train farmers on CSA, GAP as well as harvest and post-harvest best practices aiming productivity increase and operational cost reduction. The tenderer will implement at least 2 solutions per demo plot with 6 visits per demo plot during the season. A selection of tested and validated solutions will be provided by AIP. The tenderer will choose from the proposed solutions and may add innovations. AIP will advise on the decision process on the solutions to be implemented. A preselection of solutions contains the following:

Raised bed technique / Compost use / Inter-cropping / Crop rotation / Integrated Pest Management (IPM) / Solar solutions (Solar pumping) / ICT weather-based agro-advisory services (Lemon tree solution) / Biochar use / Cover crops / Agroforestry / Mulching (organic matter) / Green manure / Shaded greenhouse / Crop planning / Satellite imaging / Developed irrigation systems (gate piping & drip irrigation systems) / Tolerant crop varieties

Note: The AIP team provides a selection of tested solutions. The tenderer implements at least 2 per demo-plot. He might select from the solutions provided or propose proven innovations. In any case, the AIP team and the tenderer will agree on the solutions prior to their implementation; **AIP** will be responsible for the solutions procurements and the whole related **cost of the demo plots** (inputs, infrastructure, and participants' transportation allowance & incentive); that means cost of innovations and solutions will be covered by AIP; the testing, validation and selection process of the solutions will be handled by AIP and ZALF; Each demo plot is around one feddan (ca. 0,42 ha) in size .

Approach

All interactive demo plots shall be organized by the **senior expert with national expertise together with the team leader of the tenderer**; the technical sessions will be implemented by the **expert pool and facilitated by pre-trained multipliers and community leaders**. The tenderer is allowed to subcontract Egyptian service providers and/or individual experts; to implement the activities but the responsibility remains with the tenderer. AIP can provide a selection of potential national experts.

Task 2: Conduct field visit days for farmer groups during and after the implementation period of the interactive demonstration plots to ensure that participating farmers are applying the recommended solutions on their own farms. These field visits will also cover previous targeted farmers through by the AIP project within the previous years, and the non-targeted value chains within the cropping cycle to monitor climate resilience practices and assess income impact.

Each farmer group is expected to receive **six field visit days per year**. Each **field visit day will cover two farmer groups**. Field visit days will be conducted within the time frame of the contract (please see the table below). On the other hand, the tenderer will conduct field visit days for previously targeted groups to be sure that they will still be on track when it comes to applying best agriculture practices and climate smart measures.

The table below shows the number of required field visit days per year:

Year	Number of required field visit days (Day)
2027	540
2028	900
2029	1200

Note: At the end of each field visit, the tenderer (national expert) has to provide written recommendations (visit report) with the farmers, and with copies to the facilitator and AIP field team; There is **NO** incentive or transportation allowance given to the farmers during the field visit days; The multipliers or the community leaders will organize and facilitate the field visits (identify the farm, inform the group of farmers, managing the field timeframe, support on attendance sheet, writing the recommendations or any other tasks requested by the tenderer).

Output

6600 smallholder farmers adopted at least 2 CSA solutions, and their GAP is strengthened; their productivity and production efficiency have increased.

Milestones for work package 2	Delivery period
6600 farmers trained in CSA and GAP innovations; and introduced at least 2 CSA measures into their farming system. - Setting up 55 interactive demo plots for 6600 smallholder farmers (1320 man/days) - Farmers outreach plan is 3600 farmers during year 2027 and 3000 farmers during year 2028 and consider year 2029 for more field visits to emphasize the solutions and practices adoptions. Winter and summer seasons will be considered accordingly within potential outreach plans. - Conduct total field visit days for farmer groups (2640 man/days) Expected deliverables: - 6600 small-holder farmers attended interactive demo plots - Time sheets of 2640 field visit days - Final report	32 months after contract award; activity starts upon completion of WP1.

Work package 3: Knowledge facilitation and exchange between interactive farmers' groups.

Target group

6600 smallholder farmers and lead farmers, as well as relevant multipliers, extension agents and institutional stakeholders.

Objective

To institutionalize peer learning and knowledge exchange among farmers and relevant stakeholders and to facilitate the documentation, dissemination and replication of practical, climate-smart agricultural solutions.

Activities

Task 1: Organizing 20 days of local study tours and expert-led field visits (20 man/days) for farmers, lead farmers, multipliers and relevant institutional stakeholders. This includes:

- identification of suitable host farms, demonstration sites and technical experts
- preparation of visit programs and learning objectives
- coordination with participating farmers and stakeholders
- preparation of technical inputs and guiding questions
- facilitation and moderation of the visits
- documentation of key observations, lessons learned and follow-up actions
- preparation of concise study tour / field visit reports.

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Output: Study tours and exchange events conducted as well as field visit reports.

Task 2: Peer-to-peer exchange among farmers, multipliers, and institutions (40 man/days). The activities shall build on practical farming experiences and encourage the exchange of tested solutions, challenges, and lessons learned.

The task shall include:

- identification of relevant farmer-to-farmer learning opportunities and topics
- preparation and facilitation of exchange sessions
- linking farmers and lead farmers with relevant technical experts and institutions
- documentation of practical solutions and lessons learned
- identification of approaches with potential for replication
- follow-up and consolidation of key learning points for integration into the knowledge products developed under Task 3

Output: Networking and peer-learning exchange reports

Task 3: Documentation of best practices and lessons learned didactic material (15 farmer-to-farmer learning videos + 10 CSA guidelines + 13 VCs farmers handbook). The service provider shall document and transform relevant practical experiences, best practices and lessons learned into accessible knowledge products for farmers, multipliers, extension services and other relevant stakeholders (18 man/days).

The task comprises the development of:

- a) 15 farmer-to-farmer learning videos
- b) 10 CSA solution guidelines
- c) 13 VCs farmer handbooks

The service provider shall be responsible for the overall coordination, quality assurance, and delivery of the full production process. The service provider may engage qualified third parties or specialized subcontractors for specific production-related services, where appropriate, while retaining full responsibility for the quality, coordination and timely delivery of all outputs.

The production process shall include, as applicable, topic selection and content planning, consultation with farmers and technical experts, content development, field-based documentation and filming, drafting, technical review, editing, translation and/or subtitling, graphic design, post-production and finalization.

a) Farmer-to-farmer learning videos – 15 videos

Each video shall be approximately 10–15 minutes long and focus on one clearly defined practical learning objective. Videos shall present real-life farming experiences and solutions and shall primarily use farmers and lead farmers as knowledge providers.

The production process shall generally comprise:

- Topic identification and selection based on the documented experiences, priorities and needs of the target farmers
- Development of a short concept and storyline, including the learning objective, key messages and proposed practical demonstration
- Identification and preparation of farmer protagonists and locations
- Preparation of interview and demonstration questions and technical content
- Field production and filming, including interviews, demonstrations of farming practices and relevant supporting footage
- Editing and post-production, including structuring of the narrative, selection of relevant footage, insertion of explanatory elements and quality review
- Arabic language editing and finalization
- English translation and subtitles
- Technical and content review with the relevant project/technical experts
- Finalization and delivery of the videos in agreed digital formats

b) CSA solution guidelines – 10 guidelines

The guidelines shall provide concise and practical guidance on climate-smart agricultural solutions. They shall address what to do, where, how and why, taking into account climate conditions, scientific evidence, and farmers' practical experience.

Each guideline shall generally not exceed 15 pages. Drawings, diagrams, illustrations, photos, and other visual elements may be used to facilitate understanding and practical application.

The production process shall generally comprise:

- selection and prioritization of the CSA solution/topic
- collection and review of relevant technical information and farmer experiences
- consultation with technical experts, farmers and/or extension actors
- development of the guideline structure and key messages
- drafting of technical and practical content
- development or commissioning of appropriate illustrations, diagrams and/or photos
- technical review and validation
- editing and adaptation to a farmer-oriented format
- language editing / translation as required
- graphic design, final proofreading and production of the final guideline

c) VCs farmer handbooks – 13 handbooks

The VCs farmer handbooks shall provide practical, easily accessible guidance addressing concrete farming challenges. They shall focus on topics such as soil management, crop production, pest and disease management, agricultural inputs, post-harvest practices and/or market-related challenges, as relevant to the identified needs.

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Each handbook shall generally comprise 5–10 pages. Drawings, illustrations, and other visual elements may be used to communicate practical messages clearly.

The production process shall generally comprise:

- identification and prioritization of the specific farming topic
- collection of practical experiences and relevant technical information
- consultation with farmers, lead farmers and technical experts
- definition of key messages and step-by-step recommendations
- drafting of the handbook in clear and practical language
- development or selection of illustrations, drawings and/or photos
- technical review and validation
- editing and adaptation for the target farmer audience
- language editing and translation as required
- graphic design, final proofreading and production of the final handbook

Output: Knowledge products developed and distributed (Guidelines, farmer's handbooks, case studies, learning notes)

Task 4: Support to local advisory and extension systems (20 man/days to develop case studies and learning notes). The service provider shall support the integration and dissemination of the knowledge generated through the project into local advisory and extension systems.

Activities shall include:

- identification of relevant advisory and extension channels
- analysis of opportunities and constraints for disseminating the developed knowledge products
- preparation of practical case studies and learning notes
- consultation with relevant advisory and extension actors
- formulation of recommendations for improved knowledge transfer and replication
- presentation and discussion of recommendations with relevant stakeholders

Output:

- Advisory and extension system recommendation report, including relevant case studies and learning notes.

Milestones for work package 3	Delivery period
Knowledge facilitation and exchange between interactive farmers' groups have been promoted. - 20 days of local study tours and expert-led field visits - 40 days of peer-to-peer exchange among farmers, multipliers, and institutions	12 months after contract award; Implementation throughout 2028

- Documentation of best practices and lessons learned (15 farmer-to-farmer learning videos / 10 CSA guidelines / 13 VCs farmers handbook) - Support to local advisory and extension systems Expected deliverables: - Study tour reports - Networking visits' reports - 15 learning videos - 10 CSA guidelines - 13 VCs farmers' handbooks - Advisory and extension system recommendation report - Final report of WP3	
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2.3 Project and knowledge management requirements

Requirements on the assignment of experts:

- The tenderer is responsible for selecting, preparing, training and steering the international and national experts assigned to carry out the advisory services.

Requirements on materials and equipment and operating costs:

- The tenderer makes the required materials, equipment and consumables available and covers their operating and administrative costs.

Requirements on expenditure management and cost control:

- The tenderer manages costs and expenditures, accounting processes and invoicing in line with GIZ requirements.

Monitoring and reporting requirements:

- The tenderer plays an active role in the results-based monitoring of the project. Regular monitoring activities must cover at least the following areas:
 - Degree to which activities are implemented
 - Degree to which the objectives, indicators and milestones these ToR have been achieved
 - Results that have occurred in the tenderer's sphere of responsibility
 - Risks

The tenderer reports to GIZ as follows:

Instead of the reporting language stipulated in GIZ's General Terms and Conditions of Contract (German), the tenderer provides the following reports in (English) language:

- Inception report (After signing the contract the tenderer requested to submit an inception report - Maximum 20 pages - covers all the contractual services plan – including list of potential rural service providers, and list of experts per each activity).
- Interim report(s) in November 2027; and November 2028 (Progress reports)

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- Final report on September 2029.

The interim report(s) and the final report should provide information about the progress made towards objectives in each of the monitoring areas specified above.

Additionally, the tenderer is required to produce:

- Contributions to the report to GIZ's commissioning parties
- Brief half-yearly reports on the implementation status of the project (5-7 pages)

Requirements for company-wide learning, knowledge and innovation:

- Contributions to conferences implemented by GIZ/AIP.
- The tenderer provides support in implementing a project evaluation with special emphasis on ensuring the effectiveness of the knowledge management process.
- The tenderer expresses willingness, if required, to support project assistants or staff members on temporary placements who, in the context of GIZ's separately financed training programmes for junior employees, work in and undertake special tasks for the project.

Backstopping requirements:

The tenderer ensures appropriate backstopping. The following services form part of the standard backstopping package. In accordance with GIZ's General Terms and Conditions for supplying services and work on behalf of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, these services – as well as the ancillary personnel costs – must be priced into the fee schedules of the staff listed in the tender:

- The tenderer's responsibility for its own staff;
- Ensuring the flow of information between GIZ and the tenderer's field staff;
- Process-oriented technical and conceptual steering of the consulting services;
- Steering adaptations to changing framework conditions;
- Performance monitoring;
- Ensuring the administrative management of the project;
- Ensuring compliance with reporting requirements;
- Technical support by the tenderer's staff for its personnel on the ground;
- Making local use of and sharing the lessons learned by the tenderer with the GIZ team.

2.4 Data protection and information security

The provisions on data protection and information security of the current version of GIZ's General Terms and Conditions of Contract (section 1.11 Data protection) apply.

The performance of the contract may be associated with the processing of personal data by the tenderer, who would alone define the nature of such data and how such processing would be carried out. In such cases, the tenderer shall act as an independent DATA CONTROLLER and must alone comply with ALL applicable data protection obligations, including regional and local laws. The tenderer must process personal data only when a given goal cannot be reasonably attained without such data. The

data protection principles such as lawfulness, data minimization, accuracy, purpose limitation, storage limitation, transparency, integrity and confidentiality, and accountability, as well as the numerous rights of the data subject must be paid due attention. The GDPR's data transfer rules must be considered whenever personal data leaves the EU for a third country. The GIZ is NOT in any way responsible for such processing.

The tenderer will sign relative "consent letter" based on the above-mentioned data protection information

2.5 Other requirements

Safeguards and gender measures with specific reference to services:

In order to promote gender equality and avoid or mitigate possible unintended negative impacts in its area of responsibility, the tenderer's staffing profile should be balanced in terms of gender and age.

3. Technical-methodological concept

In this section, the tenderer is required to reflect on the objectives and terms of reference of the tender at hand, describe the partner system and its processes in the area of responsibility and present the technical-methodological concept for completing the tasks listed in section 2 and achieving the set objectives. In addition, the tenderer must describe the design of the project management process.

3.1 Interpretation of objectives (section 1.1 of the assessment grid)

The tenderer is required to interpret the objectives for which he is responsible. Simple repetition of the objectives formulated in section 2 of the ToRs is not desired. Rather, the tenderer is to describe and interpret the changes in the partner system that are to be directly achieved by the object of the tender procedure. The resulting positive impact on the partner system (section 1.1.1 of the assessment grid) should also be presented.

The tenderer must undertake a critical examination of the ToRs (section 1.1.2 of the assessment grid), by:

- undertaking an assessment of the appropriateness of the personnel concept implementing the scheduled tasks;
- providing an assessment of the results hypotheses for achieving the objectives and possible risks in implementation;
- making an assessment of the technical concept

3.2 Processes and actors in the partner system (section 1.2 of the assessment grid)

Processes describe actions or set of tasks that are necessary to render specific services in a sector or in the cooperation/partner system. Specific actors are given responsibility for determining and implementing these actions and sets of tasks in line with the regulations. Actors are usually institutions

such as ministries, local governments, associations and chambers, non-governmental organisations, companies in a sector or individual businesses, universities or banks, but may also be individuals (e.g. a person with higher decision-making authority).

The tenderer is required to describe, using existing documents where possible (see annexes), the processes in the sector or partner system that are relevant to the services put out to tender (section 1.2.1 of the assessment grid).

The tenderer is required to present the actors (partners and others) who are relevant for the tender in the form of a map of actors. As far as possible, it should list the actors by name. Their mandates as well as strengths, weaknesses and interests with respect to the services put out to tender are also to be briefly presented (section 1.2.2 of the assessment grid).

In addition, the tenderer is required to describe the interaction between the actors mentioned above. This can consist of a description of the specific collaboration between individual actors in the processes listed above, of the dependencies or conflicts between the actors and their consequences or of existing dialogue and communication formats (section 1.2.3 of the assessment grid).

3.3 Strategy (section 1.3 of the assessment grid)

The strategy for delivering the services in the tender is the core element of the technical-methodological concept. It is composed of the following elements:

- Procedure for achieving the objectives stated in section 2.2 of these ToRs
- Development of partnerships with the relevant actors
- Approaches for leverage effects and measures for scaling-up
- Consideration of environmental and social compatibility requirements (including gender equality)
- Appropriate consideration of further requirements

3.3.1 Strategic approach to achieving the objectives mentioned in the ToRs (section 1.3.1 of the assessment grid)

The tenderer is required to describe and justify the approach it plans to adopt in order to achieve the milestones, objectives and results (see section 2) for which it is responsible.

3.3.2 Building partnerships with the relevant actors (section 1.3.2 of the assessment grid)

The tenderer is required to develop and describe a strategy for developing the cooperation with the actors in the partner system who are relevant for the implementation of the services in the tender. The project partnerships already mentioned in section 1 must also be taken into account.

3.3.3 Approaches for leverage effects and measures for scaling-up

(section 1.3.3 of the assessment grid)

The tenderer is required to state whether there are promising approaches for leverage effects beyond the measures mentioned in section 2 (for example through targeted measures in the field of 'knowledge management') and to describe them. In doing so, the tenderer is required to present and explain measures that promote both horizontal and vertical scaling-up. In particular, the tenderer must submit proposals on how innovations that have been developed in the context of implementation can be disseminated beyond the sphere of influence of the project.

3.3.4 Consideration of environmental and social compatibility requirements

(section 1.3.4 of the assessment grid)

Gender equality

The tenderer is required to outline in the tender how it can prevent negative impacts on gender equality in its area of responsibility and how it can contribute to improving gender equality through corresponding measures (see also relevant requirements in section 2.5).

Environmental protection and climate action (climate change mitigation/adaptation)

The tenderer is required to outline in the tender how it can prevent negative impacts on the environment and the climate in its area of responsibility and, in addition, how it can contribute to improving the environmental and climate situation through corresponding measures.

Conflict and context sensitivity

The tenderer is required to outline in the tender how it is planning its activities in the context of conflicts or violence and what specific measures it has adopted for conflict- and context-sensitive implementation (see also relevant requirements in section 2.5).

Human rights

The tenderer is required to outline in the tender how it can prevent negative impacts on the human rights situation in its area of responsibility and how it can contribute to improving the human rights situation through corresponding measures (see also relevant requirements in section 2.5).

Requirement: 'Gender equality':	4 points out of 10 (maximum)
Requirement: 'Environmental protection and climate action (climate change mitigation/adaptation)':	2 points out of 10 (maximum)
Requirement: 'Conflict and context sensitivity':	2 points out of 10 (maximum)
Requirement: 'Human rights':	2 points out of 10 (maximum)

3.4 Project management

(section 1.4 of the assessment grid)

In this section, the tenderer presents the operational plan for implementing the services in the tender, describes the procedure for coordination with GIZ or the project and the project partners, and explains its monitoring procedure.

3.4.1 Operational plan

(section 1.4.1 of the assessment grid)

The tenderer is required to draw up and explain an operational plan for implementing the strategy described in section 3.3, including a plan for the assignment of all the experts included in the tender. The operational plan must include the assignment times (periods and expert days) and assignment locations of the individual experts; the milestones as presented in section 2 and describe all the necessary work stages in detail and in chronological order. The tenderer must define further milestones beyond those prescribed in section 2 and map them out in the plan of operations.

3.4.2 Coordination with GIZ or the commissioning project

(section 1.4.2 of the assessment grid)

– Not applicable –

3.4.3 Steering or coordination of measures with the relevant implementing partner (section 1.4.3 of the assessment grid)

In the tender, the tenderer is required to name the implementing partners relevant for implementing the services and to describe and explain the procedure for steering or coordinating the measures with them.

3.4.4 Monitoring

(section 1.4.4 of the assessment grid)

In the tender, the tenderer is required to describe how it can ensure that the requirements resulting from the monitoring system of the project or the partner are met (see section 2). In doing so, the tenderer is required to describe how the information that is relevant for monitoring is collected and in what form and at what intervals monitoring data are updated.

3.5 Further requirements

(section 1.5 of the assessment grid)

- The tenderer is required to explain and, as far as possible, provide specific evidence of how it will make use of national resources (for example national institutions, network partners etc.) in the context of service delivery. 4 points out of 10 (maximum)

- The tenderer is required to describe its backstopping strategy. A CV must be provided for the positions for technical and, where appropriate, administrative backstopping. 6 points out of 10 (maximum)

4. Personnel

This assignment requires 3 key positions consisting of 1 team leader with international experience, 1 senior consultant with national experience and 1 junior expert. Also, a pool of senior experts with national experience and a pool of junior experts with national experience is required to achieve the tasks within the targeted timeframe; The tenderer is required to provide 'experts' for the positions referred to and described (scope of tasks and qualifications) in this section on the basis of corresponding CVs. **The requirements on the format and content of the CVs are described in section 6.**

The tenderer shall be responsible for technical and administrative coordination of the tasks described above. The tenderer shall coordinate the assignment of national senior experts and ensure adequate logistical support as well as appropriate mission preparation.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

The qualifications mentioned below correspond to the requirements for achieving the highest number of points in the technical assessment.

Expert 1: Team Leader, technical team lead with international experience (section 2.1 of the assessment grid)

This position is a key expert.

Tasks of expert 1:

- Overall responsibility for the work packages of the assignment
- Responsibility for the designing, planning and implementation of the requested technical activities concerning agriculture best practices, climate smart agriculture (CSA), and developing the interactive demo plots.
- Overall responsibility for the technical provision of the innovative climate approaches in CSA.
- Overall responsibility for the development of the crop calendar.
- Overall responsibility for field visits, and implementation technical support.
- Support the technical team, providing technical input.
- Ensuring the coherence and complementarity of the tenderer's services with other services delivered by the project at local and national level.
- Design, implementation, monitoring and evaluation of capacity development measures for local partners.
- Responsibility for taking cross-cutting themes into consideration (for example, gender equality).
- Staff management, in particular identifying the need for short-term assignments within the available budget, planning and managing the assignments and supporting experts.
- Ensuring that monitoring procedures are carried out.

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- Regular reporting in accordance with deadlines.
- Responsibility for checking the use of funds and financial planning in consultation with the commission manager at GIZ.
- Supporting the commission manager in updating and/or adapting the project strategy, in evaluations and in preparing a follow-on phase.
- Maintaining contact with other donors and the AIP's counterpart (MALR).

Qualifications of expert 1: (team leader)

Education/training (section 2.1.1 of the assessment grid):	University degree (e.g. 'master's or German Diplom') in agriculture and/or project management and/or business administration.
Language (section 2.1.2 of the assessment grid):	Knowledge of English language, C1-level in the Common European Framework of Reference for Languages
General professional experience (section 2.1.3 of the assessment grid):	10 years of professional experience in the agriculture sector including training and project management
Specific professional experience (section 2.1.4 of the assessment grid):	<i>3 years of professional experience in climate smart agriculture in development cooperation</i>
Leadership/management experience (section 2.1.5 of the assessment grid):	5 years of management experience in projects, companies or other organisations with disciplinary leadership responsibility for managing people
International professional experience outside the country/region of assignment (section 2.1.6 of the assessment grid):	5 years of professional experience in developing countries of the global south.
Professional experience in the country/ region of assignment (2.1.7 of the assessment grid):	2 years of professional experience in MENA region
Experience in the field of development cooperation (section 2.1.8 of the assessment grid):	8 years of experience in development cooperation projects
Other (section 2.1.9 of the assessment grid)	N/A

Expert 2: Senior Expert, technical senior expert with national experience (section 2.2 of the assessment grid)

This position is a key expert.

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- Responsibility for the work packages of the assignment on the national level.
- Co-creat the designing, planning and implementation of the requested technical activities concerning agriculture best practices, climate smart agriculture (CSA), and developing the interactive demo plots with the international team lead, and AIP team.
- Responsible for the technical provision of the innovative climate approaches.
- Responsible for the development of the crop calendars.
- Responsible for planning the field visits, and implementation technical support.
- Ensuring the coherence and complementarity of the tenderer's services with other services delivered by the project at local and national level
- Design, implementation, monitoring and evaluation of capacity development measures for local partners
- Ensuring a stable flow of information from and to the commissioning party and ZALF
- Responsibility for taking cross-cutting themes within the work packages into consideration (for example, gender equality)
- Ensuring that monitoring procedures are carried out.
- Regular reporting to the international technical team leader in accordance with deadlines
- Responsibility for checking the use of funds and financial planning during the implementation of the work packages in consultation with the international technical team leader.

Qualifications of expert 2.

Education/training (section 2.2.1 of the assessment grid):	University degree (e.g. 'master's or German Diplom') in agriculture, and/or climate smart agriculture
Language (section 2.2.2 of the assessment grid):	Knowledge of English, B2-level in the Common European Framework of Reference for Languages
General professional experience (section 2.2.3 of the assessment grid):	7 years of professional experience in the agriculture sector, including climate smart agriculture innovations
Specific professional experience (section 2.2.4 of the assessment grid):	5 years of professional experience in GAP, including climate adaptation solutions
Leadership/management experience (section 2.2.5 of the assessment grid):	5 years of management experience in projects, companies or other organisations with disciplinary leadership responsibility for small scale farmers.
International professional experience outside the country/region of assignment (section 2.2.6 of the assessment grid):	N/A
Professional experience in the country/ region of assignment (2.2.7 of the assessment grid):	7 years of professional experience in Egypt.

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Experience in the field of development cooperation (section 2.2.8 of the assessment grid):	5 years of experience in development cooperation projects
Other (section 2.2.9 of the assessment grid)	N/A

Expert 3: Junior Expert, expert for admin and logistics with national experience (section 2.3 of the assessment grid)

This position is a key expert.

Tasks of expert 3

- Coordinate and facilitate the logistics and the administrative support of the developed work packages activities.
- Assist with budget tracking and expense reporting.
- Prepare purchase requests and follow procurement procedures
- Monitor timelines and logistical needs for field activities
- Contribute to periodic operational reports

Qualifications of expert 3.

Education/training (section 2.3.1 of the assessment grid):	University degree (e.g. 'master's or German Diplom') in business administration, or accounting, or economics, or public relations
Language (section 2.3.2 of the assessment grid):	Knowledge of English, B2-level in the Common European Framework of Reference for Languages
General professional experience (section 2.3.3 of the assessment grid):	5 years of professional experience in the office management, administration, or finance
Specific professional experience (section 2.3.4 of the assessment grid):	3 years of professional experience in office administration, logistics, coordination tasks, customer service, communication roles or finance or procurement processes
Leadership/management experience (section 2.3.5 of the assessment grid):	N/A
International professional experience outside the country/region of assignment (section 2.3.6 of the assessment grid):	N/A

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Professional experience in the country/ region of assignment (2.3.7 of the assessment grid):	5 years of professional experience in Egypt
Experience in the field of development cooperation (section 2.3.8 of the assessment grid):	2 years of experience in development cooperation projects
Other (section 2.3.9 of the assessment grid)	N/A

Short-term Expert pool 1, Senior Experts with national experience (*Agriculture & climate adaptation*) with 10 experts (section 2.4 of the assessment grid)

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. A CV for each expert must be added to the tender.

The actual number of experts assigned from the pool may differ from the number of experts required in section 4 of the Terms of Reference. For experts not named in the tender, GIZ must confirm before the assignment that their qualifications are equivalent to those of the short-term experts proposed in the tender.

Tasks of the expert pool

- Designing, planning and implementation of the requested technical activities concerning agriculture best practices, climate smart agriculture (CSA), and developing the interactive demo plots.
- Technical provision of the innovative climate approaches in CSA.
- Development of the crop calendar.
- Support to field visits, and implementation technical support.
- Contribute to the development of ToT training materials, and knowledge products
- Carry out the ToT training programs and matchmaking events.

Qualifications of the expert pool

Education/training (section 2.4.1 of the assessment grid):	Advanced university degree (e.g. 'master's or German Diplom') in agriculture, and/or climate smart agriculture
Language (section 2.4.2 of the assessment grid):	Arabic, C2-level in the Common European Framework of Reference for Languages (6 points out of 10); Knowledge of English, B2-level in the Common European Framework of Reference for Languages (4 points out of 10)
General professional experience (section 2.4.3 of the assessment grid):	10 years of professional experience in the agriculture sector, and/or climate smart agriculture innovations

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Specific professional experience (section 2.4.4 of the assessment grid):	8 years of professional experience in GAP, including climate adaptation solutions
Leadership/management experience (section 2.4.5 of the assessment grid):	5 years of management experience in projects, companies or other organisations.
International professional experience outside the country/region of assignment (section 2.4.6 of the assessment grid):	N/A
Professional experience in the country/ region of assignment (2.4.7 of the assessment grid):	5 years of professional experience in Egypt
Experience in the field of development cooperation (section 2.4.8 of the assessment grid):	5 years of experience in development cooperation projects
Other (section 2.4.9 of the assessment grid)	N/A

Short-term Expert pool 2, junior experts with national experience (*Agriculture & climate adaptation*) with 8 experts (section 2.5 of the assessment grid)

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please, a CV for each expert must be added to the tender.

Tasks of the expert pool

- Facilitating the designing, planning and implementation of the requested technical activities concerning agriculture best practices, climate smart agriculture (CSA), and developing the interactive demo plots.
- Coordinating the technical provision of the innovative climate approaches in CSA.
- Coordinating the field visits, and implementation technical support.
- Facilitating the ToT training programs and matchmaking events.

Qualifications of the expert pool

Education/training (section 2.5.1 of the assessment grid):	university degree (e.g. 'master's or German Diplom') in agriculture
Language (section 2.5.2 of the assessment grid):	Arabic, C2-level in the Common European Framework of Reference for Languages (6 points out of 10) ; Knowledge of

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	English, B2-level in the Common European Framework of Reference for Languages (4 points out of 10)
General professional experience (section 2.5.3 of the assessment grid):	3 years of professional experience in the agriculture sector
Specific professional experience (section 2.5.4 of the assessment grid):	3 years of professional experience in agriculture best practices, including climate adaptation solutions
Leadership/management experience (section 2.5.5 of the assessment grid):	N/A
International professional experience outside the country/region of assignment (section 2.5.6 of the assessment grid):	N/A
Professional experience in the country/ region of assignment (2.5.7 of the assessment grid):	3 years of professional experience in Egypt
Experience in the field of development cooperation (section 2.5.8 of the assessment grid):	2 years of experience in development cooperation projects
Other (section 2.5.9 of the assessment grid)	N/A

The tenderer must assign all the proposed experts to the required qualifications and clearly present them in a separate table preceding the CVs. The summary presentation must mention only qualifications that are indicated in the CVs. Professional experience must be evidenced by meaningful references in the CVs. It is advisable to make explicit reference to each example of professional experience.

Soft skills of team members

In addition to their specialist qualifications, all team members are also expected to have the following qualifications:

- Team skills
- Initiative
- Communication skills
- Sociocultural and intercultural skills
- Efficient partner- and client-oriented working methods

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- Interdisciplinary thinking

Soft skills are not evaluated.

In addition, the following skills of the team leader will be assessed as part of the staff presentation:

- 2.11.1 Technical skills (current and specific technical skills)
- 2.11.2 Communication skills (structured and convincing presentation, language skills)
- 2.11.3 Project and process management skills
- 2.11.4 Other skills: ‘– Not applicable –’

5. Costing requirements

In your tender, please do not deviate from the specification of inputs required in these ToRs (the number of experts and expert days, the budget specified in the price schedule). This is part of the competitive tender and is used to ensure that the tenders can be compared objectively. Please note only services that were commissioned by GIZ and rendered by the tenderer will be remunerated. We would also like to point out that it may not be necessary to make use of the total number of proposed expert days.

5.1 Assignment of experts

The number of expert days corresponds to full working days.

Expert	Expert days in the country of residence /Remote	Availability of expert in the country of assignment* in expert days	Expert days in total	Consecutive stay > 3 months (see General Terms and Conditions, section 3.6.2)	Number of international flights	Number of national flights
Expert 1: Team Leader, technical team lead with international experience	100	80	180	No	7	0
Expert 2: Senior Expert, technical senior expert	0	366	366	No	0	0

with national experience						
Expert 3: Junior Expert, expert for admin and logistics with national experience	0	366	366	No	0	0
Expert 4: Short-term Expert pool 1, Senior Experts with national experience	0	4144	4144	No	0	0
Expert 5: Short-term Expert pool 2, junior experts with national experience (<i>Agriculture & climate adaptation</i>) with 8 experts climate adaptation) with 8 experts	0	3972	3972	No	0	0
Backstopping	0	0	0	-	0	0

5.2 National administrative staff

– Not applicable –

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5.3 Travel expenses

5.3.1 Travel – sustainability considerations

GIZ would like to reduce greenhouse gas emissions (CO₂ emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, for example by selecting the lowest-emission booking class (economy) or using means of transport, airlines and flight routes that are more CO₂-efficient. For short distances, travel by train (second class) or e-mobility are the preferred options.

CO₂ emissions caused by air travel must be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

There are many different providers in the market for emissions certificates, and they have different climate impact ambitions. The [Development and Climate Alliance](#) has published a [list of standards](#) (only in German available). GIZ recommends using the standards specified there.

5.3.2 Travel expense requirements

The travel expenses must be costed as follows by the contractor:

Travel expenses item	Quantity/budget
Total number of international return flights (Economy class)	7 flights
CO ₂ offsets for flights <i>Link to working aid and table for setting the budget</i>	700 EUR An unalterable budget for CO ₂ offsets for settlement against evidence is specified.
Per diems for experts with international experience	80 days / up to EUR 50.00 per day
Accommodation allowances for experts with international expertise	80 accommodation nights/ up to EUR 112.00 per night
Per diems for experts with national expertise	1930 days / up to EUR 16.00
Accommodation allowances for experts with national expertise	1930 accommodation nights / up to EUR 68 per night
Other travel expenses (visa, project-related travel expenses outside the place of business etc.)	Budget: EUR 4,800 (against evidence)

Per-diem allowances for experts with international experience are reimbursed as a lump sum up to the maximum amounts permissible under tax law for each country as set out in the country table in

the circular from the German Federal Ministry of Finance on travel expense remuneration (download at <https://www.bundesfinanzministerium.de>).

Per-diem allowances and accommodations allowances for experts with national experience are reimbursed as a lump sum up to the maximum amounts as stated in the above-mentioned table (EUR 16.00 per day / EUR 68.00 per night).

In addition, for the following items, reasonable costs can be settled against evidence up to the proposed amount.

- Flight costs
- Transport costs
- Other travel expenses

Accommodation allowances:

For Egypt, tenderers may offer accommodation allowances up to EUR 112 for expert with international experience. This is the maximum amount permissible under tax law as per the German Ministry of Finance (BMF) circular on travel expense reimbursement (as valid per January 2026).

- If the contractor offers accommodation allowances at up to 75% (EUR 84) of the maximum amounts permissible under tax law as per the BMF circular on travel expense reimbursement, the expenses will be reimbursed **on a lump-sum basis** in the contractually agreed amount.
- If the contractor offers accommodation allowances at between 75% and 100% (EUR 84,01 – EUR 112) of the maximum amounts permissible under tax law as per the BMF circular on travel expense reimbursement, the corresponding **evidenced expenses** will be reimbursed up to the contractually agreed amount.

5.4 Equipment

– Not applicable –

5.5 Operating costs in the country of assignment

Office Operation Costs:

The specified lump sums per day are the maximum amounts the tenderer can include in the tender. In other words, the tenderer can offer lower individual lump-sum amounts. The corresponding lump sums are to be entered into the price schedule by the tenderer. **Higher lump sums are not to be included in the tender.**

Lump-sums that are not specified are to be offered by the tenderer (with no upper limit).

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	Months	Lump sum per month up to
Office Operation Costs	30	850

Vehicle operating costs:

The contractor is required to specify a monthly lump sum to cover all the costs involved in the proper running of the vehicles.

	Months
Vehicle operating costs	30

5.6 Workshops

Workshop budget: EUR 145,000 EUR

The fixed, unalterable budget above is earmarked for workshops and entered in the price schedule. The budget includes the following costs relating to the planning and running of workshops:

- Room hire
- Technical systems
- Translation/interpreting services
- Catering
- Workshop materials
- Other costs relating to the workshops (i.e. compensations for farmers attending farmer field schools and trainings for facilitators)

The budget does not include the fees and travel expenses for the tenderer's experts incurred in connection with the planning and running of the workshops. These are covered by the corresponding number of expert days and travel expenses.

5.7 Local contributions

– Not applicable –

5.8 Other costs

Documentation of best practices and lessons learned didactic material (WP 3, Task 3): **Budget: EUR 50,000**

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5.9 Flexible remuneration item

Budget for flexible remuneration: EUR 50,000

The fixed, unalterable budget above is earmarked in the price schedule for flexible remuneration. Flexible remuneration is intended to facilitate the flexible management of the contract by the commission manager at GIZ. The tenderer can make use of the funds in accordance with section 3.6.5.7 of the General Terms and Conditions.

6. Requirements on the format of the tender

The structure of the tender must correspond with the structure of the ToRs. It must be legible (for example Arial, font size 11 or larger) and clearly formulated. The technical tender must be written in English.

The technical-methodological concept of the tender (section 3 of the ToRs) must not exceed 30 pages (not including the cover page, list of abbreviations, table of contents, brief introduction and CV for the backstopper). Additional annexes not requested will not be assessed. External content (e.g. links to websites) will also be disregarded.

The CVs of the staff proposed in accordance with section 4 of the ToRs must be in the EU format and not more than four pages in length. The CVs can also be submitted in English.

The CVs must clearly and unequivocally show what position the proposed person held, which tasks they performed and how long they worked during which period in the specified references. **The references contained in the CVs must therefore include the following information:**

- Name of the company/organisation/reference project in which the expert worked
- Position held and task(s) performed by the expert in the company/organisation/reference project
- Work outcomes or products produced by the expert, or expert's contribution to the completion of these outcomes and projects (if relevant)
- Duration of the expert's assignment in the company/organisation/reference project per calendar year in full-time expert days, weeks or months (for example: 2019: 2 months, 2020: 10 months, 2021: 1 month)
- Leadership experience/management: clear information on the reference projects or fixed positions within the company/organisation in which the requirements specified in section 4 were fulfilled (for example, period, number of persons for whom the expert had disciplinary responsibility, project budget)
- International professional experience/professional experience in the country of assignment: clear information on the reference projects or fixed positions in the company/organisation in which the requirements specified in section 4 were fulfilled (for example, actual duration of assignment on the ground in full-time expert days, weeks or months)

In order to facilitate the assessment, we request that you number the references sequentially and provide only references that are clearly related to the object of this tender.

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7. Options or follow-on contract

7.1 Option to expand the service content/extend the contract term pursuant to section 132 (2) no. 1 German Act against Restraints of Competition (GWB)

GIZ can exercise the following option(s) if it wishes to expand the tendered services. This is described in detail below.

Nature and scope:

While retaining the overall character of the contract, there is a possibility of GIZ continuing to obtain the services specified in section 2 of these Terms of Reference and/or of expanding the contract to include further services of the same kind. The overall contract term must not exceed three times the original contract term, and the overall contract value must not exceed twice the original contract value.

Precondition: GIZ's commissioning party extends and/or provides additional funding for the current project or commissions a follow-on project and/or an agreement is concluded to provide cofinancing for the measure.

7.2 Follow-on contract pursuant to Section 14 (4) no. 9 German Ordinance on the Award of Public Contracts (VgV)

Pursuant to Section 14 (4) no. 9 VgV, GIZ reserves the right to award a follow-on contract to the contractor in order to procure similar services.

Scope of possible services:

The term of the follow-on contract must not exceed twice that of the original contract, and the value of the follow-on contract must not exceed twice that of the original contract.

Condition: The above option is subject to GIZ receiving a commission from the commissioning party or the conclusion of an agreement for cofinancing of the measure. Any follow-on contract must be awarded within three years of the award date of the original contract.

A follow-on contract under 7.2 can be considered only as an alternative to the option in 7.1.