

CONFIDENTIAL

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To all tenderers

Date 02 July 2026

Tender number: 10035443
Project processing number: G-018270-001
Type of procedure: Negotiated award with
competitive tender

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

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Anna Sophie Herken

Commerzbank AG Frankfurt am Main
BIC (SWIFT): COBADEFFXXX
IBAN: DE45 5004 0000 0588 9555 00

Invitation to submit a request to participate

Dear Sir/Madam,

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

In a first step, please only submit your request to participate (self-declaration of eligibility) by **27 July 2026, 10am** (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 version valid currently).

If we receive more than 8 requests to participate, we will make a selection on the basis of the criteria laid out in the self-declaration of eligibility and invite tenders only from the 8 tenderers with the highest scores. We reserve the right to cancel the contract award procedure if we receive fewer than three requests to participate.

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

Within the framework of the basic project described in the terms of reference, GIZ reserves the right to award contracts for additional services to the successful tenderer in this procedure.

GIZ also reserves the right to award the contract on the basis of initial tenders without entering into negotiations.

Planned schedule for the rest of the procurement procedure:

Information about the evaluation of the requests to participate, and invitation to tender	12 Aug 2026
Deadline for submission of a tender	02 Sep 2026
End of negotiations	21 Sep 2026
Contract award and information about the result of the evaluation	25 Sep 2026
End of binding period (i.e. bids no longer legally binding)	30 Oct 2026
Commencement of service delivery	01 Oct 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

Cora Schier,
Contract Management E260

Annexes

- Application requirements of GIZ for the award of contracts for service and work below the EU threshold (in version valid currently)
- General Terms and Conditions of Contract for Supplying Services and Work (in the version valid currently)
- 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

Please check which additional annexes may be needed

- Data processing pursuant to Article 28 EU GDPR *if necessary*
- Declaration by candidate/bidding consortium (Consortial Declaration) *if necessary*
- Annex VI of the Delegation or Contribution Agreement 'Communication and Visibility Plan' (if still present in cofinancing agreement, *for projects wiEU-cofinancing*)