giz Indonesia, ASEAN, Timor Leste

To

All invited bidders

Invitation to tender – RFP No. 83447922

Project no.:	**18.0128.1-007.03**
Project title:	**SASCI+ Project**
Country:	**Indonesia**

Service Tendered:
Farmer Organization Training in Central Sulawesi

Dear Sir/Madam,

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is an international cooperation enterprise for sustainable development with worldwide operations on behalf of the German Government.

The global program "Sustainability and Value Added in Agricultural Supply Chains" is part of the special initiative "Transformation of agricultural and food systems". On behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ), the program promotes the sustainability of selected agricultural supply chains in partner countries.

To address these challenges the program implements the project "Sustainability and Value Added in Agricultural Supply Chains in Indonesia" (SASCI+). SASCI+ focuses on natural rubber, palm oil, cocoa, and coffee in two biosphere reserves in West Kalimantan (Kapuas Hulu, commodities: natural rubber and oil palm) and Central Sulawesi (Lore Lindu, commodities: cocoa and coffee). By increasing the sustainable production of agricultural commodities and strengthening downstream processing and market linkages, the project aims to increase the farmers' incomes, safeguard natural resources, and establish deforestation-free supply chains.

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SASCI+ follows a jurisdictional approach to align relevant stakeholders on shared objectives for sustainable production as a means for long-term market access and security of supply. SASCI+ is implemented from August 2020 to March 2025, together with the Indonesian Ministry of Agriculture, the political partner of the project.

The objective of this assignment is to support SASCI+ strengthening the organizational capacities of farmers in the target areas and coffee and cocoa supply chains in the most effective way. To do so, the consultant is expected to: Conduct Training of Trainer for Coffee and Cocoa trainers (extensions officer, GIZ SASCI+, company staff) and Training of Farmers.

GIZ SASCI+ project is currently seeking a **Contractor/Company to conduct the Farmer Organization Training in Central Sulawesi.**

The detail services is set forth in the attached of Term of Reference and other annexes.

Should you be interested in participating in this tender, please submit the proposal at latest by **Monday, 2 October 2023**. Any proposal arriving after the deadline will not be considered.

The tender requirement :

1. **Requirement and the Content of The Technical and Financial Proposal**

Proposal must be stamp and signed by an authorized representative of the bidding company using **the Price of Schedule Form provided as Annex 4** of this Invitation.

Proposal should be submitted in English and must be sent by email to : **ID_Quotation@giz.de** no later the date and time indicated in section 2 above.

Bids are to be submitted using the two-files procedure.

Please submit your technical and financial proposal in two-files, technical and financial (PDF format). Price information shall not appear in any part of technical proposal.

To secure your financial proposal (pdf and excel file) please set up a password which will be used at later stage once the evaluation of the

technical proposal is completed. The proposers who achieve the technical score will be requested to provide a password.

Please make sure to save the password. Bidders are not allowed to change the password after the deadline of submission.

The maximum size of each email should not exceed 10 MB.

The subject line of the email will include the reference: **Name of the submitting company # RFP No. 83447922 – Farmer Organization Training in Central Sulawesi.**

Content of Technical and Financial Proposal as follow :

Technical Proposal should be consisted of:

- Proposal with requirement details as set forth in the Term of Reference
- Curriculum Vitae of proposed Key Experts as stipulated in the TOR

Eligibility Document should be consisted of:

- **Signed and fil in the Self-Declaration Form, as Annex 3.a** (referring to the eligibility assessment grid, as Annex 3).

Financial Proposal:

- **Financial Proposal with Price Schedule form as Annex 4**, it must be signed and stamp by company
- All prices/rates must be inclusive of income tax (PPh 23). Since GIZ obliged to withhold the income tax.
- All prices/rates quoted must be exclusive of Value Added Tax (VAT11%)
- Copy of Business License (NIB)
- Tax Registration Number
- Bank account information
- The currency of the financial proposal shall in IDR
- **Financial Proposal shall be protected by password**

2. Value Added Tax

- **Bilateral Project and ASEAN Project**

All prices/rates quoted must be exclusive of all taxes, since GIZ including its subsidiary organs, is exempted from taxes.

According to the PMK No. 215/PMK 03/2008 and KMK No. 17/KMK 010/Year 2021. The Value Added Tax shall be exempted by BADORA **(code 080).** The process of tax exemption shall take around 2 – 3 months.

3. Technical and Financial Assessment or Evaluation

We will evaluate the bids received in the light of both technical and price considerations (see the attached **Technical Evaluation Grid as Annex 2).**

The technical proposals will be evaluated based on the criteria and weghting as Annex 2.

When the technical evaluation has been completed, the financial proposal of those bidders which are eligible from the technical point of view will be opened and evaluated by the commercial officer responsible. The technical and financial proposals are weighted at a ratio of 70:30 respectively. The technical bid will be weighted with 70% and the financial proposal with 30% on the basis of the following formula: (Technical points obtained by Bidders X divided by the best number of points) x 70 % + 30 % x (Lowest price divided by the price of Bidders X).

$$\frac{\text{Technical evaluation of bid x 70\%}}{\text{Technical evaluation of best bid}} + \frac{\text{most economical bid x 30\%}}{\text{price of bid}}$$

An overall order of rank is thus established, with the most cost-effective bid at the top.

4. Validity of Proposals

Proposals should be valid for a period of not less than 100 days after proposal opening, unless otherwise specified in the Specific Terms and Conditions. Proposers are requested to indicate the validity periof of their proposals.

5. Modification/withdrawal of the bid

Adjustment to or withdrawal of bids are to be communicated in writing by post by the deadline for submission of bids.

Subsequent adjustments or modifications to the bid, which can be submitted up to the deadline for submission of bids, shall also be subject to the requirements for sending in the bid (section 3 herein).

"Adjustment to RFP No. 83447922 – Farmer Organization Training in Central Sulawesi."

GIZ General Terms and Conditions for the contract as Annex 6 of this document.

6. Contract Award / Adjudication of Proposals

The Contract will be awarded to the biders offering the most responsive evaluated proposal and whose services are commercially and technically acceptable (best overall value).

If you have any further questions in this respect, please send an email to siti.amaliah@giz.de dewi.laluyan@giz.de and cc to swesty.haryanty@giz.de within the period **12 - 29.09.2023.** The queries will be answered by E-mail.

Thank you very much for your kind attention. Kindly looking forward to hearing from you.

Yours truly,
Contract and Procurement Unit
GIZ Country Office Indonesia

Annexes

1. Terms of Reference
2. Technical Assessment Grid
3. Eligibility Assessment Grid

3.a Self-declaration form as part of the eligibility assessment for open tender

4. Price Schedule Form
5. Bidding Q & A
6. General Terms & Conditions
7. Tender process timeframe