giz GIZ Office Addis Ababa (A.A)

Dear Bidder,

Your reference		Telephone	+251 115 587935
Our reference	83443351	Fax	+251 115 540764
Email		Date	July 7, 2023

Project Title: GIZ Office Addis Ababa
Project No: 94.9064.0-001.21
CoSoft No.: 83443351
Country: Ethiopia

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

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Registered at
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Germany: HRB 12394

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Chairman of the Supervisory Board
Jochen Flasbarth, State Secretary in
the Federal Ministry for Economic
Cooperation and Development

Management Board
Thorsten Schäfer-Gümbel (Chair of
the Management Board)
Ingrid-Gabriela Hoven

Invitation to Tender

Ladies and Gentlemen,

The German Federal Ministry for Economic Cooperation (BMZ) has commissioned us with the appraisal/implementation of the aforementioned project.

The assignment in this tender is concerned with the following:

Provision of Medical Scout Service

Should you be interested in implementing the tasks according to the ToR, we request you to submit a bid to arrive at GIZ Office latest by **July 24, 2023, Monday 04:30pm**. Please submit your bid to GIZ office reception whose address is the following:

German Development Cooperation
GIZ Office
Kazanchis, Next to ECA,
Kirkos Sub City,
Addis Ababa, Ethiopia

If you have any further questions in connection with the tender, please only contact through pcc@giz.de. Reference number should be stated in subject line of the email.

Bids are to be submitted using the two-envelope procedure, i.e. we request that you submit your technical offer and price offer in separate sealed envelope addressed as follows:

Offer for bid
Project Title: GIZ Office Addis Ababa
Project No. 94.9064.0-001.21
CoSoft No. 83443351

The outer package/envelope must be labelled as:

Bidding documents
Project Title: GIZ Office Addis Ababa
Project No: 94.9064.0-001.21
CoSoft No.: 83443351

Form and Costs

All documents of the bid must be submitted in hard copy using the above referred address. No remuneration will be paid by GIZ for preparing the bid.

Subsequent corrections or modifications to the bid can be submitted until the deadline for submission and must be made in the same form as the bid.

The bid must be based on the General Terms and Conditions of Contract ('Terms and Conditions local', Annex 4) for supplying services and work on behalf of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH. In the event of an award of contract, they will become an integral part of the contract. The bidder's general terms and conditions of business or payment do not apply.

If you are forming a bidding consortium or association, the bid must show who the members are and how the work is divided between them. Specifically, all members must name the lead member and authorize this member to represent the association and to receive payments on behalf of the other members. The members must also acknowledge joint and several liabilities for performing the contract. A corresponding written authorization must be attached to the bid.

Content of the technical offer

The technical offer submitted must contain a detailed methodological concept in accordance with the terms of reference which allows technical evaluation in terms of the objective of the measure.

Furthermore, the technical offer must contain the Curriculum vitae for the expert/s proposed for the project. CVs should include information on:

- name, title, nationality, date and place of birth, education and professional training,

- professional experience showing length of employment, countries of assignment, positions held, projects and programs and responsibilities and management experience,
- special knowledge, language skills showing fluency.

The offer shall be submitted in the language of the tender documents.

The technical offer shall not include any price information. Non-compliance may result in your bid not being considered.

Content of the price offer

The price offer must contain the daily fee per expert and must be prepared as per the price sheet in the tender document. Offer shall be in local currency. Please see the attached Terms of Reference for details of the quantities required. Personnel costs should be shown on the basis of days.

Please calculate your prices on a net basis. Taxes should be indicated separately.

Evaluation of Offer

After the final technical evaluation (cf. Assessment Grid for the Technical Evaluation of Bids, Annex 2), only the price offers of bids with at least 501 points will be opened and evaluated. Technical offers below 501 points will be considered as technically not acceptable. The technical offer has a weighting of 70%, the price offer 30%.

The evaluation of the bids is scheduled to be completed by **31.07.2023.**

The final result is an overall ranking, headed by the most cost-effective bid. Contract negotiations will be initiated on the basis of this overall ranking.

Commencement of work

The work is scheduled to commence on **August 01,2023**. Your bid is binding until that date. If you do not receive an order in writing until that date, your bid has not been accepted. You shall not receive separate notice to this effect.

With best regards,

Annexes:

1. Terms of Reference (ToR)
2. Assessment Grid for the technical evaluation of bids
3. Price sheet
4. General Terms and Conditions of Contract