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General information

a. Brief information on the project

Energy Programme office is located in De Ritz Building, Jl. HOS Cokroaminoto No. 91, Menteng, Jakarta. There are several GIZ projects that sharing their offices in this premises.
To comply GIZ rules for using electricity / hybrid car, it is needed in Energy Programme office. The car should be fit and convenience to accommodate people and goods. The car is needed for mobile needs for employees.

b. Context

This purpose of Procurement of Service is to provide Hybrid Car Rental for Energy Programme Office.

The spesifications required as below:

General Vehicle Specification	Description
Vehicle Type	SUV
Year of Manufacture	2023
Engine Type	Hybrid Car
Steering	Right-Hand-Drive (RHD)
Transmission	Automatic
Drivetrain	2-Wheel Drive (2WD)
Engine	4 Cylinders, in-line 16-Valve DOHC, Chain drive dual VVT-i
Number of Doors	4 Doors
Number of Seats incl. Driver	7-seater, front: 2,midlle 3 rear: 2
Vehicle Colour	Black

Seat Material	Leather: black
Overall Vehicle Length (mm)	At least 4,755mm
Security and Safety Features	**Description**
Air Bag System	Front D+P
Brakes	16 Disc
Driver Assistance Systems	TSS 3.0
Head Rests	6 head rests
Locking System	Smart door lock system
Seat Belts	6 Seat belts
Exterior Standard Features	**Description**
Head Lights	Automatic High Beam
Side Mirrors	Sequential Side Mirrors
Window Wipers	Frameless
Interior Standard Features	**Description**
Air Conditioning	Air conditioning to be min. in the front area with temperature and ventilation control. CFC-free.
Audio	Min. FM/AM Radio
Power Windows	Electric power windows, front and rear
Miscellaneaous	**Description**
Operators Manual	Min. English
Warning Triangle	Required

c. GIZ shall hire the contractor for the anticipated contract term, from October 2023 to September 2026. This is for 3 years contract.

d. The contractor shall provide the following work/service :

- Providing item as above mentioned spesifications.
- Regular maintenance of the vehicle.
- Service at official automobile workshop.
- Vehicle registration renewal.
- Substitute car while the rented car is being serviced or process of vehicle registration renewal.
- Comprehensive Insurance for vehicle, with maximum third-party liabilities for IDR 15 million per accident, Own Risk charge by GIZ.

- Provide copy of Comprehensive Insurance, after contract is acceptable.
- Willing to process the tax with tax exemption approach.

Tender requirements

1. Appropriateness of proposed concept

Objective criteria for these requirements:
- A reputable car rental company and has a good track record.
- Having sufficient cars unit.
- Preferably office based in Jakarta

2. Specification of inputs

Sustainability aspects for travel
GIZ would like to reduce greenhouse gas emissions (CO_2 emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with a higher CO_2 efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.
If they cannot be avoided, CO_2 emissions caused by air travel should be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.
The market for carbon credits is made up of a large number of providers, each with different claims as to their climate impact. The Development and Climate Alliance has published a list of standards. GIZ recommends using the standards specified there.

Fee days	**Number of experts**	**Number of days per expert**	**Comments**
• Preparation/debriefing	N/A		
• Implementation	N/A		
Travel expenses	**Number of experts**	**Number of days/nights per experts**	**Comments**
• Per-diem allowance in country of assignment	N/A		
• Overnight allowance in country of assignment	N/A		
• Travel costs (train, private vehicle)	N/A		
Flights	**Number of experts**	**Number of flights per experts**	**Comments**
• International flights	N/A		
• Domestic flights	N/A		

• CO_2 compensation for air travel *Guidance for GIZ service providers on avoiding, reducing and offsetting GHG emissions (giz.de)*	N/A		A budget is earmarked for settling carbon offsets against evidence.
Other costs	**Number of experts**	**Amount per experts**	**Comments**
** see below table*			

No	Items	Unit	Months
1	Hybrid Car Type	1	36

3. *Fixed lump sum price – contract for work*

N/A.

4. *Requirements on the format of the tender*

Please send your offering and documents below :

a. Quotation / Financial offer (in English, the amount in IDR, with signed / e-signed), attn to:
   Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH
   Implemented Project, Renewable Energy Minigrids in South-South Triangular Cooperation in Indonesia (ENTRI)
   GIZ Office Indonesia
   Menara BCA, 46th floor
   Jl. MH Thamrin No. 1
   Jakarta 10310
b. Company Profile
c. Copy of Identity Card (KTP) of the respective person
d. Copy of company NPWP
e. Information of company bank account