

giz Indonesia, ASEAN

To: All Bidders

Invitation to submit a tender : RFP No. 83491162

Project No : 23.2149.5-002.00 & 23.2186.7-001.00
Project Name : EU-German GATE and EU-German CAPSAFE
Country : Indonesia

Service tendered:

Provide coordination and technical support in the set up and execution of the EU-Cambodia Business Partnership support program to the private sector

Dear Sir/Madam,

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is an international cooperation enterprise for sustainable development with worldwide operations. Its corporate objective is to improve people's living conditions on a sustainable basis. GIZ has been working in Indonesia since 1975 on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ). Other parties that commission GIZ to carry out projects include the German Federal Ministry for the Environment, Nature Conservation and Nuclear Safety (BMU), the German Federal Foreign Office and the European Union. For further information, please visit www.giz.de/indonesia

The EU-Cambodia Business Partnership is a joint initiative to support Cambodian enterprises to unlock their growth potential and innovative capability that enables them to become more competitive and to access EU and ASEAN markets. The business support facility is structured with two main schemes: 1. Increase of (pre-)processing capacities and of the competitiveness of the value chains cashew and pepper (Agri Innovation Lab), and 2. Enhancement of export capacity of food and non-food companies (Export Lab). The business support facility takes place under a collaboration framework between 3 programs: EU-German GATE, EU-German CAPSAFE, and ASEAN-German AgriTrade II.

The European Union-German Global Access and Trade Expertise (EU-German GATE) is co-financed by the European Union and the BMZ and implemented by GIZ as a contribution to the Multi-Donor Initiative "Global Gateway" led by the European Union. The projects are currently seeking an individual consultant provide coordination and technical support in the set up and execution of the EU-Cambodia Business Partnership support program to the private sector. The details of the services are set forth in the attached Terms of Reference and the annexes.

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Should you be interested in providing this service, please send your proposal to id_quotation@giz.de on **6 July 2025 at 23:59PM Jakarta local time** at the latest (proposal sent after this date will be automatically disqualified).

Tender requirements :

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

Bids must be sent in separate PDF files (duly identified as technical proposal and financial proposal). Price information shall not appear in any part of technical proposal. Financial proposal (should be password-protected). We will request the password if your proposal is deemed technically compliant. Bidders are not allowed to change the password after the deadline of submission. Forgot financial password or cannot provide password will be automatically eliminated from the evaluation process.

The default size of e-mails is limited to 10 MB. Above that, GIZ's email servers refuse the message and its attachments. If necessary, send more than one e-mail.

The subject line of the email must include the reference RFP No. :

83491162 Technical support in EU-Cambodia Business Partnership – (bidder name).

1. Content of the Technical and Financial Proposal

Technical Proposal should consist of:

- Technical-methodological concept; how the objectives defined in the TOR are to be achieved (see Chapter 3 in TOR)
- Curriculum Vitae with complete information as required in the TOR (see Chapter 4 in the TOR)
- Copy of ID Card and Taxpayer Registration Number (NPWP)

Financial Proposal should consist of:

- Financial offer shall refer to the detailed costs in Price Schedule (Annex 3) must be signed as approved by the bidder
- Bank account information
- All prices must be inclusive of income tax (PPH 21) as GIZ is obliged to withhold the income tax
- The currency of the financial proposal must be in IDR

2. Technical and Financial Assessment or Evaluation

We will evaluate the bids received in the light of both technical and price consideration. The technical proposal will be evaluated based on the criteria and weighting (Annex 2 Technical Assessment Grid).

All financial factors will be analysed and compared to ensure that the price of each item are reasonable and comparable. Financial proposal may be corrected in the following cases, inconsistencies/ discrepancies, calculation errors, unjustified additions and omissions. GIZ will inform each bidder of the changes and for the bidders to either accept the corrections or reject. All corrected financial proposals rejected by the bidders will be rejected. Only the financial proposals that satisfies all the requirements at the preliminary examinations stage will be qualified for the detailed financial evaluation stage.

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).

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

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

If necessary, GIZ has the right to invite bidders for presentation proposal as it is part of technical evaluation process.

3. 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. Bidders are requested to indicate the validity period of their proposal.

4. 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 subjected to the requirements for sending in the bid.

" Adjustment to 83491162 Technical support in EU-Cambodia Business Partnership"

5. General Terms and Conditions for Contract

GIZ General Terms and Conditions for the contract as Annex 5 of this document.

6. Contract Award / Adjudication of Proposals

The contract will be awarded to the bidder offers the most responsive evaluated proposal and whose services are commercially and technically acceptable (best overall value).

Please raise any commercial, technical, or procedural questions before 04.07.2025.
All questions should be submitted in writing to the email address cp-indonesia@giz.de
The questions will be answered without identifying the sender. Both questions and answers will be forwarded to all bidders involved in the bidding process.

Thank you for your attention and we look forward to hearing from you.

Yours faithfully,

GIZ Office Indonesia
Contract and Procurement Unit

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Annexes:

01. Terms of Reference
02. Technical Assessment Grid
03. Price Schedule
04. Bidder's questions
05. General Terms and Condition of Contract
06. Tender Timeframe