

giz Menara BCA, 46th Floor, Jl. MH Thamrin no. 1 \* 10310 Jakarta \* Indonesia

**German Development Cooperation  
GIZ Office Indonesia**

To

All invited bidders

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Your reference  
Our reference

### Invitation to tender – RFP No. 83492517

**Project no.:** 22.2141.4-001.00  
**Project title:** Greening Agricultural Smallholder Supply  
Chains (GRASS)  
**Country:** Indonesia

Deutsche Gesellschaft für  
Internationale Zusammenarbeit (GIZ) GmbH

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Niels Annen, State Secretary

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### Service Tendered: Endline Study for GRASS Project

Dear Sir/Madam,

As a federal enterprise, the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, The GRASS (Greening Agricultural Smallholder Supply Chains) project is a follow-on project to the predecessor SASCI (Sustainable Agricultural Supply Chains in Indonesia) project and builds on the results and experience gained through this project, is implemented by GIZ in collaboration with its main government partner, the Directorate General of Estate Crops of the Ministry of Agriculture from January 2023 to December 2025.

The project aims to improve the livelihoods and resilience of smallholder farmers at the basis of global supply chains and is targeting independent estate crop smallholder farmers in Kapuas Hulu district, West Kalimantan (focus on rubber, oil palm, cocoa, and coffee). To increase the resilience of estate crop smallholder farmers towards negative external impacts, e.g., from global market price fluctuations, pests and diseases, or the increasing impacts of climate change, the project will advise and strengthen the capacity of the targeted smallholder farmers in aspects of sustainable and climate-smart agricultural practices, including integrated farming, intercropping/agroforestry, permaculture, and regenerative farming.

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The project approach includes the use of field-tested e-learning and blended learning formats for sustainable, resilient, and climate-smart smallholder agriculture, and will actively promote successful concepts and approaches at the provincial and national levels. One of the strategies is by carry out the endline survey in both quantitative and qualitative data on key project indicators.

**GIZ GRASS project is seeking a Consulting/company to conduct the Endline Study.** The detail services are 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 the latest by Thursday, 24 July 2025 at 15.00 WIB.** 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 **ONLY** to: [ID\\_Quotation@giz.de](mailto: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 **RFP No. 83492517 – Endline Study** and the name of the submitting company.

**Content of Technical and Financial Proposal as follow :**

**Technical Proposal** should consist of:

- Proposal with requirement details as set forth in the Term of Reference in **annex 1**.
- Company Profile of the bidding company
- Curriculum Vitae of Key Experts as stipulated in the TOR.
- Complete the **Self-Declaration form** in **annex 3a**, refer to the **Eligibility Assessment Grid** in **annex 3**. It is including the list of experience/similar experience required in the Self-Declaration form.
- Sign the **Declaration of Acceptance GIZ GTC**, as **annex 6**
- Complete the **Vendor Data Profile** in **annex 8**, including company NIB, company NPWP, SPPKP (*Surat Pengukuhan Pengusaha Kena Pajak*), etc.

**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). GIZ obliged to withhold the income tax.
- All prices/rates quoted must be exclusive of Value Added Tax (VAT11%). Align with the additional VAT mention in the price schedule, the SPPKP letter from tax office shall be provided.
- The currency of the financial proposal shall in IDR
- **Financial Proposal shall be protected by password. Please make sure to save the password. Bidders are not allowed to change the password after the deadline of submission.**

**2. Value Added Tax**

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.

PKP/Non-PKP letter (SPPKP letter) shall be provide.

**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 weighting 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).

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

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

GIZ shall have the right to invite the bidder for a presentation as part of the technical evaluation, if deemed necessary.

#### **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 period 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. 83492517 – Endline Study"**

#### **6. GIZ General Terms and Conditions for the contract**

The General Terms and Conditions of the contract are attached as Annex 5. Additionally, the bidder is required to sign the Formal Declaration Acceptance of GIZ GTC, which is provided as Annex 6.

#### **7. Contract Award / Adjudication of Proposals**

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The Contract will be awarded to the bidders 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 [CP-Indonesia@giz.de](mailto:CP-Indonesia@giz.de) before **16.07.2025**. The queries will be answered by E-mail, both queries and answers will be forwarded to all companies involved in the bidding process.

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 and ASEAN**

**Annexes**

1. Terms of Reference
2. Technical Assessment Grid
3. Eligibility Assessment Grid
- 3a. Self-Declaration Form (refer to Eligibility Assessment Grid)
4. Price Schedule Form
5. General Terms & Conditions
6. Declaration of Acceptance GIZ GTC
7. Bidding Q & A
8. Vendor Data Profile