

Terms of reference (ToR) for the procurement of services

Tailored advice for a sustainable landscape approach in Central Sulawesi	Project number/ cost centre: 18.0128.1-007.06
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0. List of abbreviations

HCV/HCS	High Conservation Value / High Carbon Stock
LI	Landscape Initiative
LLBR	Lore Lindu Biosphere Reserve
SAFE	Sustainable Agriculture for Forest Ecosystems Project
SASCI+	Sustainability and value-added in agricultural supply chains in Indonesia Project
ToRs	Terms of reference

1. Context

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. Agricultural commodities like coffee, cocoa, natural rubber, or palm oil play an important role for rural development in many developing and emerging countries where they form the basis for the life of millions of households. However, their production and processing are accompanied by numerous ecological, economic, and social challenges. Often supplied as unprocessed raw material into global supply chains, limited value is added in producing countries. Many farming households are struggling to meet their basic needs and to invest in sustainable production practices. Furthermore, coffee, cocoa, palm oil, and natural rubber are often perceived as drivers of deforestation and forest degradation. With consuming markets and multinational companies strengthening their efforts to eliminate deforestation and human rights abuses from the supply chain, the sustainability of raw material is becoming a precondition for market access.

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 Biosphere Reserve, commodities: cocoa and coffee) as well as in coffee production areas in Lampung and West Java. 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. 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 May 2028, together with the Indonesian Ministry of Agriculture, the political partner of the project.

The Lore Lindu landscape is situated in the heart of Sulawesi Island, the main island in Wallacea bioregion that has high species endemism and has been declared as UNESCO biosphere reserve and member of the World Biosphere Reserve Network in 1977 due to its high biodiversity and endemism level, significance natural tropical forest areas and relicts of ancient civilization. The Lore Lindu Biosphere Reserve (LLBR) has an area of 1.6 million hectare covering the whole districts of Sigi and Poso and Palu city, and partially the districts of Donggala and Parigi Moutong. Because of the areas covering more than one district, to work on promoting sustainable development practices in LLBR, a multi stakeholder forum has set up based on governor decree in 2011.

Different stakeholders from the public and private sector as well as civil society and development partners have made efforts to promote sustainable development, sustainable commodity production and safeguarding the rich environment in and around the Lore Lindu Biosphere Reserve (LLBR) and commodity producing districts in Central Sulawesi. However, sustainability challenges persist and interventions are too often implemented in isolation, without taking a holistic view leading to inefficiencies of conflicting outcomes. To address this shortcoming, GIZ and its partners from the public and private sector have agreed to strengthen

a sustainable landscape initiative in and around the Lore Lindu Biosphere Reserve in Central Sulawesi.

Sustainable landscape initiatives have gained increasing attention in the public and private sphere as a tool to align different stakeholders' agendas and address land-use issues at a larger scale, beyond individual company supply chains or certain sectors. Landscape initiatives hold the potential to balance economic, ecological and social objectives of key stakeholders and mobilizing resources for systemic and integrated management of a sustainable landscape. For landscape initiatives to be effective, the following criteria by ISEAL Alliance¹.

- Scale
- Multi-stakeholder governance process or platform
- Collective goals and actions
- Collective monitoring

Throughout the SASCI+ project, landscape initiatives have so far been promoted in three districts. Buy-in from stakeholders and progress of those initiatives differs across those districts. In Central Sulawesi, in and around the LLBR, several initiatives and multi-stakeholder processes have been initiated by different actors. Examples are the Lore Lindu Biosphere Reserve Management Forum that was set up based on a Governor decree, the multi-stakeholder platform for Green Sigi that set up based on Bupati decree, as well as several private public partnerships to promote sustainable cocoa production.

GIZ is looking for a contractor to build on the lessons learned on sustainable landscape initiatives so far and advise on an integrative process for strengthening the sustainable landscape initiative in and around the Lore Lindu Biosphere Reserve.

2. Tasks to be performed by the contractor

The overall objective of the assignment is to contribute to long-term coordination and alignment of key actors through a multi-stakeholder governance process tailored for the Lore Lindu Biosphere Reserve.

The contractor is responsible for providing the following works:

Output 1.1: Kick off meeting

- i) Take part in a kickoff meeting with the GIZ team to clarify overall goals of the assignment and agree on work plan and next steps.

Output 1.2: Assessing and documenting key challenges and success factors for Landscape Initiatives in Indonesia in general, as well as specifically in Central Sulawesi

- i) Desk review on sustainable landscape initiatives in Indonesia; including semi-structured interviews of key actors in up to 5 Landscape Initiatives in Indonesia (e.g. Landscape Initiatives in Aceh, Central Kalimantan, etc.), including 2 from the SASCI+ project (Kutai Timur, Kapuas Hulu) to assess maturity, obstacles and key success factors, using a structured assessment approach
- ii) In-depth assessment, incl. interviews with relevant stakeholders from government, private sector, academia, and civil society, of the current status of existing

¹ [Core Criteria for Mature Landscape Initiatives \(2024\) | ISEAL Alliance](#)

landscape initiative(s) in Central Sulawesi along the core criteria for mature landscape initiatives

- iii) Conduct one workshop/FGD with relevant stakeholders in Palu to present and discuss identified success factors, maturity of current approaches, organizational and institutional set-ups, prevalent challenges, as well as opportunities and inputs for a collective way forward.
- iv) Covering the results of the desk research, the assessment and the workshop, the contractor should prepare an assessment report on the status quo of initiatives in the area and identified success factors (max 20 pages).

Output 2.1: Conduct background data analysis and prepare deforestation risk assessment to inform decision on the most appropriate scale and goals for a landscape initiative in Central Sulawesi

- i) Take stock of available information and data on the sustainability value of the LLBR; incl. assessments on forest and carbon, biodiversity, ecosystem services, HCV / HCS; as well as social and economic dimensions of sustainable development; following and applying recognized sustainability frameworks (e.g. LandScale, Sustainable Jurisdiction Indicators)
- ii) Conduct historic land use and deforestation assessment in appropriate scale (to be agreed on with GIZ and partners) and identify key drivers, root causes and future risks of forest loss and environmental degradation in the area, considering the province and districts' spatial planning 2022-2041. The assessment should focus on deforestation risks posed by cocoa cultivation but also consider other trends and risks.
- iii) The contractor shall identify and propose the most suitable geographical/ jurisdictional boundaries for a landscape Initiative around the LLBR in Central Sulawesi taking into account partners targets as well as long term feasibility in terms of ownership, institutional capacities, and funding security/funding options. A grantee of the SAFE project is simultaneously conducting participatory land use mapping priority villages in Sigi and Poso districts. The contractor is asked to observe this process and consider results and findings in the assessment and recommendation on the landscape initiative.
- iv) Based on targets and ambitions of key stakeholders/partners in SASCI+, as well as based on identified risks/barriers to sustainable development, the contractor shall propose a collection of key sustainability goals and suggest performance indicators against which the landscape initiative should be measured. For this task, the contractor shall cooperate with a grantee of the SAFE project working on the compilation of suitable (spatial) monitoring tools and methods for the landscape initiative.

Output 2.2: Identify key actors for a sustainable landscape initiative and develop a stakeholder map

- i) Propose a framework to analyze stakeholders e.g. based on their objectives / stake in the landscape, resources, commitment, influence, taking into account interdependencies.
- ii) Conduct a cascading interview process to identify primary and secondary stakeholders, as well as their interest, targets and investments in the landscape.
- iii) Clarify the business case for key stakeholders to contribute to the Landscape Initiative, as well as a business case for collaboration.
- iv) Conduct a stakeholder workshop to raise awareness and understanding of a sustainable landscape approach and the benefits of a Landscape Initiative and to validate the stakeholder map, the identified business case of different stakeholders, and to gather feedback and validation on proposed scale and list of goals determined in the background research conducted under Output 2.1.

Output 3.1: Propose an institutional set-up for the multi-stakeholder governance for the suggested landscape initiative

- i) Based on the stakeholder map and overall previous assessment, the contractor shall propose recommendations for options for the institutionalization and effective governance of the Landscape Initiative, considering existing initiatives, structures (both in government and other stakeholders) and available resources of institutions involved
- ii) The contractor shall outline key functions and processes and propose roles and responsibilities of key stakeholders (applying RASCI-*Responsible, Accountable, Supportive, Consulted, Informed* – methodology or similar as suggested by the contractor)
- iii) Propose short term and mid-term actions and process to establish / strengthen the proposed governance model

Output 3.2: Facilitate a common vision and action plan for the suggested landscape initiative

- i) Assess existing plans, targets and initiatives of key actors, including the provincial and district governments, as well as status of sustainability progress in the region and relate them to the proposed structure/ model for the landscape initiative to draft a joint vision.²
- ii) Develop a draft action plan with short-term and mid-term actions to be undertaken by the stakeholders to improve establishment and deliverability (operational action plan) and performance of the landscape initiative against the set of indicators, defined in task b) (activity plan). The action plan shall also include a suggestion for a simple but accountable reporting structure, in alignment with the monitoring system developed in cooperation with the grantee of the SAFE project in output 2.1.
- iii) The common vision and action plan of the Landscape Initiative should pay specific attention and include how a roadmap for sustainable agroforestry cocoa could contribute to the overall goal.
- iv) Jointly with the stakeholders, validate the stakeholder map (incl. roles and responsibilities), the governance process, as well as the common vision and the action plan through a two-day workshop in Palu.

Output 4: Provide targeted capacity development for the proposed governance structure and its key actors

- i) Based on the proposed governance structure (incl. roles and responsibilities of key actors) and the action plan develop actionable guidance to prepare a workplan
 - ii) Conduct 4 needs-based capacity development workshops on Landscape Initiative governance structure process in general and the implementation of the proposed workplan in particular, to accompany the governance structure in the implementation of key initial steps
 - iii) After adoption of the suggested governance structure and action plan, the contractor shall support the stakeholders responsible in preparing a first monitoring report of the agreed action plan.
- The contractor provides equipment and supplies (consumables) and assumes the associated operating and administrative costs.

² The results of the land use pattern mapping in priority villages mentioned above, should also be consulted.

- The contractor manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.

Reporting and documentation:

- The contractor shall provide short briefing reports (max. 3 pages) on current developments and conducted/upcoming activities every two months.
- Prior to each workshop, the contractor shall prepare a (max.) two-pager handout for participating stakeholders on the status of the assignment, current steps and targets of the upcoming workshops. After each workshop (latest two weeks) the contractor should prepare short briefings on results and the next steps. Both shall be prepared in English and Bahasa Indonesia.

In addition to the regular reports and briefings mentioned above, the contractor shall produce the following reports:

- Assessment report (max 15 pages) on the status quo of initiatives in the area and identified success factors (Output 1.2).
- Land use and deforestation assessment (max 15 pages, Output 2.1).
- Collection of key sustainability goals/targets for the appropriate geographic scale (Output 2.1)
- Compilation of stakeholder map and business case (Output 2.2)
- Proposal for institutional set up of the landscape initiative (Output 3.1)
- Common vision and draft action plan for the landscape initiative (Output 3.2)
- First monitoring report on the agreed action plan (Output 4)

Certain milestones, as laid out in the table below, are to be achieved during the contract term:

Milestones/partial works	Deadline	Criteria for acceptance
Output 1.1 - Kick off meeting conducted	1 week after project start	- Minutes of kick off meeting and workplan
Output 1.2 - Assessment of key success factors for Landscapes Initiatives in Indonesia and assessment of situation in Central Sulawesi presented with stakeholders	4 weeks after project start	- Submitted and accepted assessment report
Output 2.1 and 2.2 - Proposed scale, goals, and stakeholder map submitted - Stakeholder workshop to confirm institutional set up conducted	8 weeks after project start 10 weeks after project start	- Submitted report on scale, goals, and stakeholder map - Workshop summary and stakeholder consensus
Output 3.1 and 3.2 - Institutional set up proposed - Set up, joint vision and action plan agreed by	14 weeks after project start 16 weeks after project start	- Submitted description of proposed institutional set up

stakeholders through workshop		- Workshop summary and stakeholder consensus
Output 4		
- Needs assessed and capacity development provided	20 weeks after project start	- 2-3 training sessions conducted
- First Monitoring Report prepared	44 weeks after project start	- Submitted first monitoring report

Period of assignment: from 04 July 2025 until 30 May 2026.

3. Concept

In the tender, the tenderer is required to show *how* the objectives defined in Chapter 2 (Tasks to be performed) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the tenderer must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The tenderer is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1 Context) (1.1.1). Following this, the tenderer presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (see Chapter 2 Tasks to be performed) (1.1.2).

The tenderer is required to present the **actors and their interactions** (1.2.1) relevant for the services for which it is responsible and describe the **strategy for establishing cooperation** (1.2.2) with them.

The tenderer is required to present and explain its approach to **steering** the measures with the project partners (1.3.1) and its contribution to the **results-based monitoring system** (1.3.2).

The tenderer is required to describe the key **processes** for the services for which it is responsible and create an **operational plan** or schedule (1.4.1) that describes how the services according to Chapter 2 (Tasks to be performed by the contractor) are to be provided.

The tenderer is required to describe its contribution to knowledge management for the partner (1.5.1) and GIZ and to promote scaling-up effects (1.5.2) under **learning and innovation**.

Project management of the contractor (1.6)

The tenderer is required to explain its approach for coordination with the GIZ project. In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail (1.6.1).

The tenderer is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates

(duration and expert days) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule (1.6.2)

Further requirements (1.7)

The tenderer should outline in the proposal, the strategy for ensuring consideration of cross-cutting themes (e.g. gender) in all analyses and facilitation activities with stakeholders.

4. Personnel concept

The tenderer is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

We encourage the tenderer to suggest a gender balanced team.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

Team leader

Tasks of the team leader

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project
- Regular reporting in accordance with deadlines

Qualifications of the team leader

- Education/training (2.1.1): university degree (Master) in governance, development studies, agriculture, forestry, or similar
- Language (2.1.2): C2-level language proficiency in English and Indonesian
- General professional experience (2.1.3): 15 years years of professional experience in the sustainability governance sector
- Specific professional experience (2.1.4): 10 years in multistakeholder partnerships for sustainable development
- Leadership/management experience (2.1.5): 10 years of management/leadership experience as project team leader
- Regional experience (2.1.6): 15 years of experience in projects in Indonesia
- Development cooperation (DC) experience (2.1.7): 10 years of experience in DC projects
- Other (2.1.8): Experience working in rural contexts dominated by commodity production, such as cocoa

Key expert 1

Tasks of key expert 1

- Support to the team leader in the overall delivery of the assignment

- Development of background analyses documents, with focus on overall goals and social dimensions
- Close engagement with (local) stakeholders for the joint planning and developing of the Landscape Initiative's government structure, its joint vision and action plan
- Support team leader and expert 2 in the development of the monitoring framework

Qualifications of key expert 1

- Education/training (2.2.1): university degree (Master) in governance, development studies, environmental law, sociology, agriculture, forestry, or similar
- Language (2.2.2): B2 -level language proficiency in English, fluent in Indonesian
- General professional experience (2.2.3): 10 years of professional experience in the sustainability governance sector
- Specific professional experience (2.2.4): 5 years in multistakeholder partnerships for sustainable development
- Regional experience (2.2.6): 10 years of experience in projects in Indonesia
- Development Cooperation (DC) experience (2.2.7): 10 years of experience in DC projects
- Other (2.2.8): Experience working with private sector and government partners

Key expert 2

Tasks of key expert 2

- Support to the team leader in the overall delivery of the assignment
- Development of background analyses with focus on land-use/deforestation assessment, development of targets and goals as well as monitoring framework
Engagement with grantee under SAFE project to ensure alignment and combability of monitoring tools.

Qualifications of key expert 2

- Education/training (2.3.1): university degree (Master) in agriculture, forestry, environmental sciences, or similar
- Language (2.3.2): B2 -level language proficiency in English
- General professional experience (2.3.3): 10 years of professional experience in sustainable agriculture
- Specific professional experience (2.3.4): 10 years of professional experience in sustainable commodity production and its monitoring
- Regional experience (2.3.6): 10 years of experience in projects in Indonesia
- Development Cooperation (DC) experience (2.3.7): 10 years of experience in DC projects
- Other (2.3.8): Experience working with digital monitoring tools and affinity for digital solutions

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills

- Socio-cultural skills
- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

Short-term expert pool with minimum 2, maximum 2 members

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of the short-term expert pool

- Facilitation with stakeholders on field level
- Data gathering where needed
- Support in preparation of events in Palu

Qualifications of the short-term expert pool

- Education/training (2.6.1): 2 experts with university qualifications (Bachelor) in Agriculture, Forestry, Conservation, (Environmental) Governance, or similar
- Language (2.6.2): Fluency in Indonesian
- General professional experience (2.6.3): 2 experts with 3 years of professional experience in the sustainable agriculture sector
- Regional experience (2.6.5): 2 experts with 3 years of experience in Central Sulawesi

The tenderer must provide a clear overview of all proposed short-term experts and their individual qualifications.

5. Costing requirements

The following basic calculations for the contract for works are a reference value based on the acceptance criteria for each partial work/milestone specified in Chapter 2 (Tasks to be performed by the contractor).

Since the contract to be concluded is a contract for works (based on outputs), we would ask you to offer your services at a lump sum price that should be divided per output described below. The price per output must contain all relevant costs (fees, travel expenses, workshops, etc.). The estimated expert days serves as guidance only.

Outputs	Estimated expert days for orientation	Deadline
Output 1.1 - Kick off meeting conducted	Team Leader: 1 day Expert 1: 1 day Expert 2: 1 day Expert pool: 0 days	1 week after project start
Output 1.2	Team Leader: 5 days Expert 1: 5 days	4 weeks after project start

<ul style="list-style-type: none"> - Assessment of key success factors for Landscapes Initiatives in Indonesia and assessment of situation in Central Sulawesi presented with stakeholders 	Expert 2: 3 days Expert pool: 5 days	
Output 2.1 and 2.2 <ul style="list-style-type: none"> - Proposed scale, goals, and stakeholder map submitted - Stakeholder workshop to confirm institutional set up conducted 	Team Leader: 15 days Expert 1: 20 days Expert 2: 25 days Expert pool: 15 days	10 weeks after project start
Output 3.1 and 3.2 <ul style="list-style-type: none"> - Institutional set up proposed - Set up, joint vision and action plan agreed by stakeholders through workshop 	Team Leader: 15 days Expert 1: 15 days Expert 2: 18 days Expert pool: 15 days	16 weeks after project start
Output 4 <ul style="list-style-type: none"> - Needs assessed and capacity development provided - First Monitoring Report prepared 	Team Leader: 10 days Expert 1: 15 days Expert 2: 15 days Expert pool: 10 days	48 weeks after project start

Travel expenses

Sustainability aspects for travel

GIZ has undertaken an obligation to reduce greenhouse gas emissions (CO₂ 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 CO₂ efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

Travel expenses	Quantity	Number per expert	Total	Comments
Per-diem allowance in location of assignment	3 experts	22 days	66 days	Lump sum
Overnight allowance in location of assignment	3 experts	22 nights	66 nights	Lump sum
National flights	3 experts	6 return flights	18 return flights	Flights within Indonesia during service delivery
Transport			1	Travel lumpsum including all costs for taxi, car rental, etc. for airport transfer and within Central Sulawesi

CO ₂ compensation for air travel	3 experts	9 return flights	18 offsets	A fixed budget of IDR 6.447.600 is earmarked for settling carbon offsets. A list of potential CO ₂ compensation providers will be provided by GIZ.
Other costs	Number	Price	Total	Comments
Costs for 2 one-day workshop and 1 two-day workshop	4 days	IDR 12.750.000	IDR 51.000.000	Lumpsum includes costs for meeting package in hotel and costs for materials to be used in workshops
Capacity development workshops	4 days	IDR 8.500.000	IDR 34.000.000	Lumpsum includes costs for meeting package in hotel and costs for materials to be used in workshops
Flexible remuneration	1	IDR 132.600.000	IDR 132.600.000	A budget of IDR 132.600.000 is foreseen for flexible remuneration. Please incorporate this budget into the price schedule. The flexible remuneration shall cover unforeseen costs and additional activity not outlined in this TOR. Use of the flexible remuneration item requires prior written approval from GIZ.

Workshops, events and trainings

The contractor implements the following workshops/study trips/training courses:

- 1 workshop/FGD with relevant stakeholders in Palu to present and discuss key challenges and success factors as outlined in Task a); *in Palu, 1 day, 30 participants*
- 1 stakeholder workshop to validate stakeholder map, business case, and to gather feedback on proposed scale and list of goals as outlined in Task c); *in Palu, 1 day, 30 participants*
- 1 stakeholder workshop to validate the roles and responsibilities of stakeholders, the suggested governance process, as well as the common vision and the action plan, as outlined in Task e); *in Palu, 2 days, 30 participants*
- 4 capacity development workshops on Landscape Initiative governance and the implementation of the proposed workplan as outlined in task f), in particular, to accompany the governance structure in the implementation of key initial steps; *in Palu, 1 day per training, 20 participants*

6. Inputs of GIZ or other actors

GIZ and/or other actors are expected to make the following available:

- Contact and introduction to stakeholders from local government, private sector, CSOs and academia in Palu
- Support in coordination with the stakeholders in Palu

7. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToR. In particular, the detailed structure of the **concept** (Chapter 3) should be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). The tender must be legible (font size 11 or larger) and clearly formulated. It must be drawn up in English. External content (e.g. links to websites) will also not be considered.

The CVs of the personnel proposed in accordance with Chapter 4 of the ToRs must be submitted using the format standard for application. They must clearly show the position and job the proposed person held in the reference project and for how long. The CVs also be submitted in English.

As the contract to be concluded is a contract for work (outputs based), please offer a fixed **lump sum price that covers all relevant costs (fees, travel expenses, workshops, etc.)**. The price bid will be evaluated on the basis of the specified lump sum price. In addition, the assessment of the financial bid is also based on the underlying daily rate. Please also provide the underlying daily rate. The specifications for pricing are defined in the price schedule.
