

giz Menara BCA, 46th Floor JL. MH Thamrin No. 1, 10310, Indonesia

To:
All invited bidders

**German Development Cooperation
GIZ Country Office Indonesia**

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Your reference
Our reference
19.02.2026

Invitation to tender - RFP No. 83505303 (RETENDER)

Project no.: 21.9022.1-003.00
Project title: Sustainable Energy Transition in Indonesia (SETI)
Country: Indonesia

Award Procedure: Negotiated procedure

Service Tendered:
Green Building Expert

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 Government. GIZ supports the German government, particularly the German Federal Ministry of Economic Cooperation and Development (BMZ) in reaching its objectives in international cooperation. For further information, please visit <http://www.giz.de/indonesia>

As part of the Energy Programme, GIZ Indonesia is currently implementing a project funded by the International Climate Initiative (IKI) of the BMWK, called "Sustainable Energy Transition in Indonesia (SETI)", PN 21.9022.1-003.00.

SETI is implemented jointly with the political partner, the Directorate General for New and Renewable Energies and Energy Conservation (Direktorat Jenderal Energi Baru Terbarukan dan Konservasi Energi, DJ EBTKE) under the Ministry of Energy and Mineral Resources (Kementerian Energi dan Sumber Daya Mineral, ESDM). It further works closely with other line ministries. The project will also work with the private sector to develop and apply innovative RE technology and business models, support access to financial institutions. Moreover, SETI will work with local government units to enable the city transition towards sustainable energy.

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

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GIZ SETI project is currently seeking **Green Building Expert**. The detail services is set forth in the attached of Term of Reference and other annexes.

Should you be interested in providing this service, please send your proposal to id_quotation@giz.de (only) on **11 March 2026 at 13.00 PM Jakarta Local Time** at the latest. **Any proposal arriving after the deadline will not be considered (disqualified).**

The tender requirement :

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.

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. :
83505303 – RETENDER - Green Building Expert - (company name).

1. Content of the Technical and Financial Proposal

Technical Proposal should consist of:

- Technical-methodological concept; how the objectives defined in TOR are to be achieved (see Chapter 3 in TOR)
- CV of assigned experts including position in the team (see Chapter 4 in TOR)
- Company profile including relevant experiences
- Self-declaration of eligibility (Annex 4)
- Formal Declaration of GIZ GTC Acceptance (Annex 7)
- Declaration of Acceptance VAT (Annex 8)
- Company Data Profile (Annex 9)
- Legal documents: copy of business license, Taxpayer Registration Number (NPWP) including PKP/Non-PKP letter

Financial Proposal should consist of:

- Financial offer shall refer to the detailed costs in Price Schedule (Annex 5) must be signed and stamped as approved by the bidder
- Bank account information
- All prices must be inclusive of income tax (PPh 23) as GIZ is obliged to withhold the income tax

- All prices must be exclusive of Value Added Tax (VAT). Please provide a taxable or non-taxable letter (PKP or Non-PKP)
- The currency of the financial proposal shall be in IDR

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

3. Eligibility of tenderers assessment or Evaluation

To be considered for the technical and financial evaluation of the tender, bidders are required to fulfil the eligibility requirements. (see the attached Eligibility of candidates/tenderers assessment grid as **Annex 3**).

The Eligibility of candidates/tenderers I will be evaluated based on the criteria and weighting as Annex 3. Please fill in Self-Statement of eligibility form as **Annex 4**.

4. 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).

Technical evaluation of bid x 70% + most economical bid x 30%
Technical evaluation of best bid price of bid

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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.

5. 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.

6. 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 RFP **83505303 – RETENDER - Green Building Expert**"

7. General Terms and Conditions for Contract

GIZ General Terms and Conditions for the contract as Annex 6 of this document. the bidder is required to sign the Formal Declaration Acceptance of GIZ GTC, which is provided **as Annex 7.**

8. Contract Award / Adjudication of Proposals

The contract will be awarded to the bidder who offers the most responsive evaluated proposal and whose services are both commercially and technically acceptable (best overall value). **If necessary, GIZ will negotiate only with the highest-ranking bidder.**

Please raise any commercial, technical, or procedural questions before 09.03.2026.

All questions should be submitted in writing to the email address Contract-Procurement-ID@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,

Contract and Procurement Unit

GIZ Country Office Indonesia

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Annexes:

01. Terms of Reference
02. Technical Assessment Grid
03. Eligibility of candidates/tenderers assessment grid
04. Self-Declaration of Eligibility (to be signed and submitted)
05. Price Schedule or Commercial Form (to be signed and submitted)
06. General Terms & Conditions (GTC)
07. Declaration of Acceptance GIZ GTC (to be signed and submitted)
08. Declaration of Acceptance VAT (to be signed and submitted)
09. Company Data Profile (to be signed and submitted)
10. Bidding Questions & Answers
11. Timeframe