

giz Indonesia, ASEAN, Timor Leste

To

All invited bidders

Invitation to tender – RFP No. 0010020217

Project no.: G-011289-001
Project title: Adaptive Social Protection (ASP)
Country: Indonesia
Tender Procedure: Negotiated Tender

Service Tendered:
**Consultant for (National Expert) for developing and piloting Micro-Scale
Disaster Risk Assessment (KRB Mikro)**

Dear Sir/Madam,

As a federal enterprise, the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH supports the German Government in achieving its objectives in the field of international cooperation for sustainable development.

The ASP aims to provide integrated solutions to improve the crisis response capacity and long-term adaptation of poor population groups to climate change by linking social protection instruments with disaster management and climate adaptation approaches. Improving the protection of poor people and those at risk of poverty against climate-related shocks contributes to reducing the poverty rate (programme objective indicator 1). Incentive systems and financing mechanisms for forest protection and environmental services are being tested with the development of support approaches for adapting livelihoods to climate change in the project provinces (programme objective indicator 2).

ASP project is currently seeking a consultant/Individual/appraiser for **Consultant for (National Expert) for developing and piloting Micro-Scale Disaster Risk Assessment (KRB Mikro)**. The detail services is set forth in the attached of Term of Reference and other annexes.

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Internationale Zusammenarbeit (GIZ) GmbH

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Should you be interested in participating in this tender, please submit the proposal at latest by **Friday, 15 May 2026 at 12.00 p.m. Jakarta Local time**. 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 signed by the bidding consulting/company using the **Price of Schedule Form** provided as **Annex 3 of this Invitation**.

Proposal should be submitted in English and must be sent by email to : ID_Quotation@giz.de (Only) 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. 0010020217 Consultant for (National Expert) for developing and piloting Micro-Scale Disaster Risk Assessment (KRB Mikro)** 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
- Update Curriculum Vitae

Financial Proposal:

- Financial Proposal with Price Schedule form as Annex 3, it must be signed and stamp by company
- All prices/rates must be inclusive of income tax (PPH 21/PPH 23) GIZ obliged to withhold the income tax.
- The currency of the financial proposal shall in IDR
- **Financial Proposal shall be protected by password.**

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2. Value Added Tax

Not Applicable

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.

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. 0010020217 Consultant for (National Expert) for developing and piloting Micro-Scale Disaster Risk Assessment (KRB Mikro)"

GIZ General Terms and Conditions for the contract as Annex 4 of this document.

6. Contract Award / Adjudication of Proposals

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).

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If you have any further questions in this respect, please send an email to :
cp-indonesia@giz.de within the period **29 April-08 May 2026** 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

0. Invitation to Tender
1. Terms of Reference
2. Technical Assessment Grid
3. Price Schedule
4. Bidding Question Form
5. General Terms & Conditions
6. Timeframe