



## **INVITATION TO TENDER FOR CONSULTANCY SERVICES**

**FOR DEVELOPMENT OF A CLEAN COOKING COMPANY MARKET INTELLIGENCE SYSTEM AND DIRECTORY  
FOR UNACC.**

**TENDER REFERENCE NO: 7000011423-CLEAN COOKING DIRECTORY-ENDEV**

### **NAME OF PROJECT: Energizing Development (EnDev)**

#### **Background**

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is the German federal company for technical cooperation and has been operating in Uganda since 1964 to promote sustainable development on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ).

#### **1. Invitation to Bid**

GIZ Uganda through the Energizing Development (EnDev) programme invites bids from competent and eligible firms to provide consultancy services for Development of a Clean Cooking Company Market Intelligence System and Directory for UNACC, as per the attached terms of reference.

#### **2. Eligibility criteria**

The following information and documents will also be considered during evaluation on pass/fail basis, and non-compliant bids will be eliminated.

- A technical proposal (shall include methodology, your understanding of TOR, workplan, proposed team & their credentials, previous similar orders handled with links, details of client, contacts, brief scope, value, etc) as per terms of reference. Any mention of bidder's financial offer details in the technical proposal shall result in automatic disqualification.
- Current and valid Tax Clearance Certificate addressed to GIZ Uganda (TIN: 1000030986), or its equivalent. Should relate to current tax period, and reference number should be visible for verification.
- Current valid Trading License or its equivalent.
- Be a legally registered entity. Copy of a URSB Certificate of Incorporation/Registration, or its equivalent.
- Share evidence of a physical presence (registered permanent office).
- Registered URSB certificate of filing most recent Company Annual Returns, or its equivalent.
- Registered powers of attorney authorizing signatory/representative of the firm to sign agreements / documents on behalf of the firm.
- Bidder to share audited books of accounts for the last 3 financial years indicating



average annual turnover of at least 20,000 EUROS.

- Share company organogram and profile showing average number of employees and managers for the last three years.
- Signed Bid validity Document Confirming that bid is valid for 120 working days. Vendor to write up, sign, submit with technical proposal.
- Signed Self-Declaration on EU Russia War sanctions. Attached in bid documents

### 3. Seeking Clarification Regarding the Bidding Documents, Tender Terms and Conditions

All requests for clarifications regarding this tendering process must be submitted in writing and addressed to GIZ Uganda via email at [procurement-giz-uganda@giz.de](mailto:procurement-giz-uganda@giz.de) at least 5 days before the bid submission deadline. Please include the tender reference number:

**“7000011423-CLEAN COOKING DIRECTORY-ENDEV”** in the subject line of your email.

### 4. Bid Submission Deadline

Interested bidders should submit their bids/offers electronically by **16<sup>th</sup> June 2026, 4:00 PM (EAT)** to [UG\\_Quotation@giz.de](mailto:UG_Quotation@giz.de). Please indicate the tender reference number:

**7000011423-CLEAN COOKING DIRECTORY-ENDEV** in the subject line of your email.

### 5. Important Information to Note

- a. Failure to indicate the tender reference number in the subject may disqualify your offer directly as it may fail to be received in the tender box.
- b. Late submissions will not be accepted.
- c. Only bids submitted to [UG\\_Quotation@giz.de](mailto:UG_Quotation@giz.de) are acceptable.
- d. Bids submitted with GIZ staff or other GIZ emails in copy shall be rejected.
- e. You should have priced offer in PDF. Do not encrypt offers since they may be incompatible with GIZ software.
- f. Submit your technical and financial proposals through two separate email submissions (One email to submit the pdf technical proposal & commercial eligibility / legal documents, and another email to submit the pdf Financial Proposal). Include the activity reference details (**7000011423-CLEAN COOKING DIRECTORY-ENDEV**) as the email subject in every communication.
- g. Only use GIZ's file transfer service at <https://filetransfer.giz.de/> for submitting documents that exceed the default mail size of 30 MB. Using other forms of file transfer disqualifies your offer.
- h. Should you use the file transfer in (g) above, ensure you submit the password before the bid submission deadline date and time. Failure to provide the password, your offer cannot be opened and will be disqualification automatically.
- i. The financial offer should be submitted in **Uganda Shillings**.
- j. Failure to follow any of the above instructions may result in your offer being



encrypted and/or rejected.

**GIZ reserves the right to cancel this process at any stage without informing the providers and without any obligation to refund the providers who will have participated in this tender process.**

***Disclaimer: GIZ DOES NOT charge any kind of FEE(s) at whichever stage of the tendering process.***

**Funded by:**



Ministry of Foreign Affairs of the  
Netherlands



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