

giz Indonesia, ASEAN, Timor Leste

To

All invited bidders

Invitation to tender – RFP No. 0010026003

Project no.: G-011842-001
Project title: Green Jobs for Social Inclusion and Sustainable
Transformation (GESIT) Project
Country: Indonesia

Service Tendered:
**Consultant for Development of Instructional Design of 4 (four) upskilling
training modules in Circular Economy and Forestry Sector**

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

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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.

GESIT is an Indonesian German Technical Cooperation (TC) project with the timeframe of five years from July 2023 until June 2028 implemented by the Directorate for Employment of Bappenas and GIZ. It is a cross-sectoral TC project that directly contributes to the bilateral Development Cooperation Programmes "Renewable Energy & Energy Efficiency", "Climate & Forest Protection", and "Circular Economy & Waste Management". The project consists of four intervention areas, namely (1) Policy framework, (2) Upskilling and reskilling, (3) Subnational piloting, and (4) Monitoring and Coordination.

GESIT project is currently seeking a consultant/Individual/appraiser for Consultant for Development of Instructional Design of 4 (four) upskilling training modules in Circular Economy and Forestry Sector. The detail services is 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 latest by **Friday, 03 July 2026 at 12.00 p.m. Jakarta Local time**. Any proposal arriving after the deadline will not be considered.

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The tender requirement :

1. This tender applicable for a consultant/Individual/appraiser domicile and register in Indonesia only.

2. Requirement and the Content of The Technical and Financial Proposal
Proposal must be signed by the bidding consultant/Individual/appraiser 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. 0010026003 Consultant for Development of Instructional Design of 4 (four) upskilling training modules in Circular Economy and Forestry Sector** and the name of the submitting consultant/Individual/appraiser.

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.
- 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.**

3. Value Added Tax
Not Applicable

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4. 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).

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

Technical evaluation of best bid price of bid

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

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.

Proposers are requested to indicate the validity period of their proposals.

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 subject to the requirements for sending in the bid (section 3 herein).

"Adjustment to RFP No. 0010026003 Consultant for Development of Instructional Design of 4 (four) upskilling training modules in Circular Economy and Forestry Sector"

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

7. 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).

If you have any further questions in this respect, please send an email to :

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cp-indonesia@giz.de within the period **18–26 June 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