giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

giz Indonesia, ASEAN, Timor Leste

To

All invited bidders

Invitation to tender – RFP No. 0010049357

Project no.:	**G-012535-001**
Project title:	**Sustainable Urban Public Transport in Indonesia (INMOTION)**
Country:	**Indonesia**

Service Tendered:
Consultant for Capacity Needs Assessment and Formulation of Training Programmes

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.

GIZ is dedicated to shaping a future worth living around the world. As the third largest democracy and the fourth largest country in terms of population, Indonesia has been a partner country of German Development Cooperation since 1958 and one of the Global Partners of the German Federal Ministry for Economic Cooperation and Development (BMZ).

BMZ, in collaboration with the Swiss State Secretariat for Economic Affairs (SECO) and the Ministry of Transportation of Indonesia, initiated a project titled the Sustainable Urban Public Transport in Indonesia (INMOTION).

InMotion project is currently seeking a Consulting Company for Capacity Needs Assessment and Formulation of Training Programmes. 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, 13 November 2026 at 12.00 p.m. Jakarta Local time**. Any proposal arriving after the deadline will not be considered.

The tender requirement :

Deutsche Gesellschaft für
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Jochen Flasbarth, State Secretary

Management Board
Thorsten Schäfer-Gümbel (Chair)
Ingrid-Gabriela Hoven (Vice-Chair)
Anna Sophie Herken

Commerzbank AG Frankfurt am Main
BIC (SWIFT): COBADEFFXXX
IBAN: DE45 5004 0000 0588 9555 00

1. **This tender aplicable for Consulting/Company domicile in Indonesia only.**

2. **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. 0010049357 Consulting Company for Capacity Needs Assessment and Formulation of Training Programmes** 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
- Company Profile - Presentation of the bidding company/institution include organization chart
- Curriculum Vitae of Key Experts as stipulated in the TOR
- Filled Self-declaration of eligibility
- Filled Declaration of Acceptance GTC (Sign and Stamp)
- Filled Vendor Data Profile

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.
- All prices/rates quoted must be exclusive of Value Added Tax (VAT). Please provide the Taxable or Non-taxable letter (PKP or Non PKP)

- The currency of the financial proposal shall in IDR
- **Financial Proposal shall be protected by password.**

3. 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.

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 weghting 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).

$$\frac{\text{Technical evaluation of bid x 70\%}}{\text{Technical evaluation of best bid}} + \frac{\text{most economical bid x 30\%}}{\text{price of bid}}$$

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 periof 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. 0010049357 Consulting Company for Capacity Needs Assessment and Formulation of Training Programmes"

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 biders 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 : contract-procurement-id@giz.de within the period **23 October–06 November 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. Eligibility Assessment Grid
5. Self-Declaration of Eligibility
6. Declaration Of Acceptance GTC
7. Bidding Question Form
8. General Terms & Conditions
9. Vendor Data Profile
10. Timeframe