

giz Indonesia, ASEAN

To: All Bidders

Invitation to submit a tender

Tender No : 10062726
Project No : G-011845-001
Project Name : Renewable Energies Mini-Grids Triangular
cooperations in Indonesia (ENTRI)"
Country : Indonesia

Hotel Service for an event:

**"Kick-off of Decentralized Renewable Energy Sites Improvement in
Kedunggrong, Yogyakarta" on 5 – 6 November 2026**

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>

ENTRI project is currently seeking a qualified hotel to provide event management, catering, and accommodation services. The details of the services are outlined in the attached Terms of Reference.

Should you be interested in providing this service, please send your proposal to id_quotation@giz.de on **26 October 2026 at 23.59 Jakarta local time** at the latest (proposal sent after this date will be automatically disqualified).

The subject line of the email must include the reference tender no. :
10062726 ENTR I event – (hotel name).

Tender requirements :

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.

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Anna Sophie Herken

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BIC (SWIFT): COBADEFFXXX
IBAN: DE45 5004 0000 0588 9555 00

Bids are to be submitted using the two-file procedure.

1. Technical Proposal should consist of:

- Hotel description including technical information about the venue; size of meeting room name of meeting room, capacity, pictures, and layout of meeting room.
- The Eligibility form
- Sustainability Checklist form
- Company data sheet

2. Financial Proposal should consist of:

- Financial offer shall refer to the detailed costs in Price Schedule (Annex 2) must be signed and stamped as approved by the hotel
- The currency of the financial proposal shall be in IDR

Please raise any commercial, technical, or procedural questions before **23 October 2026**.

All questions should be submitted in writing to the email address event-services-id@giz.de 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,

**GIZ Office Indonesia
Contract and Procurement Unit**

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Annexes:

01. Terms of Reference
02. Price Schedule
03. Eligibility Form
04. Sustainability Checklist form
05. Company Data Sheet
06. Bidder's questions