CONFIDENTIAL

giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

giz Street • Post code - City • Country

To all tenderers

German Development Cooperation
GIZ Office South Africa

Hatfield Gardens
Block C, 2rd Floor
333 Grosvenor Street
Hatfield 0083, Pretoria
South Africa

T +27 12 423 5900
F +27 12 342 0185

Your reference
Our reference 10035340
Date: 10.11.2026

E-Mail procurement.pretoria@giz.de Date 10 November 2026

Transaction no.: **10035340**
Project processing number: **G-018088-001**
Internal order: **18088010000**
Country: **South Africa**

Type of procedure: **Public invitation to tender**

Invitation to submit a tender

Dear Sir/Madam,

We intend to award a contract for the services/works described in the enclosed procurement documents.

Please submit your self-declaration of eligibility using the designated form and your technical and financial bids by **15.12.2026,23h59** in English only to ZA_quotation@giz.de.

The email subject line should be in the form of: Transaction no. - **10035340**

Details of our submission requirements are explained in the enclosed terms and conditions for application. Tenders which are submitted after the deadline, or which do not comply with the terms and conditions for application, will not be considered.

By submitting your tender, you accept GIZ's General Terms and Conditions of Contract (in the currently valid version).

Please note that this is a public invitation to tender so there will be no negotiations.

Please note that when you submit a tender, it remains binding until the expiry of the deadline. The contract will come into force when GIZ issues the contract award notice within the deadline.

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Registered offices
Bonn and Eschborn, Germany

Friedrich-Ebert-Allee 32+36
53113 Bonn, Germany
T +49 228 4460-0
F +49 228 4460-1766

Dag-Hammarskjöld-Weg 1-5
65760 Eschborn, Germany
T +49 6196 79-0
F +49 6196 79-1115

E info@giz.de
I www.giz.de

Registered at
Local court (Amtsgericht)
Bonn, Germany
Registration no. HRB 18384
Local court (Amtsgericht)
Frankfurt am Main, Germany
Registration no. HRB 12394
VAT no. DE 113891176
Tax no. 040 250 56973

Chairperson of the Supervisory Board
Niels Annen, 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

The tender documents listed below must be submitted in full and as separate documents:

- Completed self-declaration and annexes
- General administrative documents (CIPC Documents
- Valid SARS Tax Clearance Certificate with PIN
- Bank Letter (not older than 3 months) indicating your company banking details
- Financial bid in the format provided (price schedule)
- Technical bid, including an up-to-date curriculum vitae (CV) for each expert and concept

When preparing the financial bid, you must adhere to the requirements of the specification of inputs as set out in the Terms of Reference. The tenders received will be subject to a technical evaluation based on the CV and the concept in accordance with the technical assessment grid (see annex). Only tenders that score over 500 points in the technical evaluation will be accepted for the financial evaluation. Technical bids that fail to reach this cut-off point will be regarded as unsuitable.

The technical bid is weighted at 70% and the financial bid at 30%.

If you have any questions regarding the tender, please send them **no later than 04 December 2026** to procurement.pretoria@giz.de All clarifications will be communicated simultaneously in writing to all interested parties.

Planned schedule for the rest of the procurement procedure

Contract award and information about the result of the evaluation	08th January 2027
End of binding period (i.e. tenders no longer legally binding)	31st July 2027
Commencement of service delivery	1st February 2027

Sustainability
We have developed a Guide for Practising Corporate Sustainability (GPS) so that our contractors can learn about corporate sustainability at GIZ. We encourage all tenderers to complete the GPS online course and obtain the certificate.

Completing the GPS will not influence the award decision in this procedure. However, we would very much welcome your participation: https://gps.giz.de/en/.

Yours sincerely,

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Procurement and Contracting Unit

Annexes

1. Application requirements of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH for the award of contracts for services and works (in the current version)
2. General Terms and Conditions of Contract for Supplying Services and Works
3. Terms of reference
4. Assessment grid for the technical evaluation of tenders
5. Self-declaration of eligibility
6. Price schedule
7. Assessment grid for checking the eligibility of candidates/tenderers