Terms of reference (ToR)

Consultant for Interoperability Study: ASEAN – EU Sustainable Finance Taxonomy

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0. List of abbreviations

ACMF	ASEAN Capital Markets Forum
AFOLU	Agriculture, Forestry and Other Land Use
AG	Commissioning party (*Auftraggeber*)
AIRM	ASEAN Insurance Regulators' Meeting
AMS	ASEAN Member States
AN	Contractor (*Auftragnehmer*)
ASEAN	Association of Southeast Asian Nations
ASEC	ASEAN Secretariat
ATB	ASEAN Taxonomy Board
AVB	General Terms and Conditions of Contract for supplying services and work
BMZ	German Federal Ministry for Economic Cooperation and Development
CEFR	Common European Framework of Reference for Languages
CGT	Common Ground Taxonomy
CO_2	Carbon dioxide
DC	Development cooperation
DG FISMA	Directorate-General for Financial Stability, Financial Services and Capital Markets Union
DNSH	Do No Significant Harm
EIB	European Investment Bank
EO	Event organiser
EO1–EO4	Environmental Objectives of the ASEAN Taxonomy
EU	European Union
FDI	Foreign Direct Investment
FK	Expert (*Fachkraft*)
FKT	Expert days
GBS	Green Bond Standard
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH
IPSF	International Platform on Sustainable Finance
KII	Key informant interview
KZFK	Short-term expert
M-CGT	Multi-Jurisdiction Common Ground Taxonomy
MSS	Minimum Social Safeguards
RMT	Remedial Measures to Transition
SLC	Senior Level Committee on Financial Integration
ToR	Terms of reference
WC-CMD	Working Committee on Capital Market Development

1. Context

Financing a Green Recovery in the ASEAN Region

The ASEAN-EU Taxonomy Interoperability Study ("Project") is commissioned under the project Financing a Green Recovery in the ASEAN Region, which is commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ) and implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH in cooperation with the ASEAN Secretariat.

The ASEAN and European Union (EU) regions share common aspirations for a green, inclusive, prosperous and climate-resilient economy. The EU leads global sustainable finance in 2025, with the world's largest assets under management (projected to exceed USD 18 trillion by 2030) (Bloomberg, 2024), and is the fourth-largest source of foreign direct investment to ASEAN (ASEAN and UNCTAD, 2025), reflecting deep economic and political ties. A mutually recognised sustainable finance framework is therefore essential to facilitate cross-border investment and support these relationships. To advance this agenda, the Project will commission an interoperability study that assesses market needs and barriers to cross-border investment and present its findings and evidence-based recommendations through a policy dialogue on ASEAN-EU taxonomy alignment.

Taxonomy Interoperability

The ASEAN Taxonomy (2021) offers a flexible, multi-tiered framework tailored to Southeast Asia's diverse economies, using a principles-based Foundational Framework and Plus Standard screening criteria to balance different levels of market maturity. It covers four environmental objectives, and its essential criteria such as Do No Significant Harm (DNSH), Remedial Measures to Transition (RMT) and Social Aspects address the co-dependency of these objectives and the societal impact of environmentally harmful activities. The EU Taxonomy (2020) is a unified, science-based classification of sustainable investments across six environmental objectives, requiring activities to do no significant harm and respect minimum safeguards, in support of the EU's 2050 climate-neutrality goal.

Together, the ASEAN and EU taxonomies cover 37 member states and 14% of the world's population, representing a critical alignment challenge between a stringent, science-based framework and one that reflects diverse developmental stages and transition pathways. Although each taxonomy is crucial in driving sustainable market growth, divergent taxonomy frameworks create significant transaction barriers for cross-border sustainable finance, such as higher due diligence costs and longer deal timeline. Furthermore, projects deemed 'green' under one taxonomy may not qualify under the other.

Interoperability, the ability to compare taxonomies against common principles or scientific benchmarks, is essential to enable cross-border capital flows. The world's first major interoperability study is the Common Ground Taxonomy (CGT) by the International Platform on Sustainable Finance (IPSF), and its multi-jurisdiction version (M-CGT). The CGT example shows that equivalence mapping can achieve meaningful interoperability across diverse contexts. Given the differences between the ASEAN and EU in terms of regional context and taxonomy design, an interoperability study is essential to better understand their alignment and operational harmony.

Objectives of the services to be tendered
Against this background, GIZ seeks to commission a consultant (an individual expert team or a consulting firm) to conduct the service with the objectives of:

- assessing the interoperability and practical usability of the ASEAN and EU taxonomies from market perspectives;
- identifying operational challenges and transaction barriers, and developing alignment pathways for cross-border transactions; and
- providing evidence-based recommendations to policymakers, through a policy dialogue, to enhance regulatory coherence between the ASEAN and EU sustainable finance frameworks.

2. Tasks to be performed by the contractor

The contractor is responsible for carrying out the interoperability study and presenting its results through a policy dialogue with stakeholders from ASEAN and EU. In performing the assignment, the contractor shall deliver the work packages set out below and submit the following reports:

- Inception report (methodology, analytical framework, timeline and stakeholder engagement plan);
- Presentation of interim findings for the first round of consultation;
- Draft interoperability study for the second round of consultation;
- Final interoperability study, including an executive summary; and
- Presentation materials and post-event report/minutes for the EU-ASEAN policy dialogue.

The services to be provided are organised into the following work packages. In coordination with the GIZ project management, the tasks include, but are not limited to, the following:

Work Package A – Inception and methodology

2.A.1	Develop and agree the research methodology and analytical framework with GIZ and project partners.
2.A.2	Develop the study outline and share it with GIZ and project partners for feedback.
2.A.3	Identify and plan the engagement of key stakeholders across the study lifecycle – including ASEAN bodies (e.g. ASEAN Taxonomy Board, ACMF, AIRM, SLC, WC-CMD), EU bodies (e.g. DG FISMA, IPSF), financial institutions and partners (e.g. EIB, SFIA, SEB, SSFA, asset managers operating across the jurisdictions), policymakers and regulators, and institutional and private investors – through a mix of intersessional consultations and key informant interviews.
2.A.4	Prepare and submit an inception report setting out the methodology, timeline and stakeholder engagement plan.

Output of Work Package A: Inception report (methodology, analytical framework, timeline and stakeholder engagement plan)

Work Package B – Interoperability Study

This work package must deliver practical, market-oriented findings focused on operational usability, concrete alignment pathways and actionable recommendations for market participants and policymakers. A purely academic side-by-side comparison will not meet the requirements of this assignment.

B.1 Comparative taxonomy and essential criteria analysis

2.B.1	Identify operational gaps, overlaps, divergences, and alignment across the taxonomies' structure, principles, objectives, sectoral scope, activity definitions and screening criteria (covering environmental objectives such as climate change mitigation, adaptation and resilience, water, and biodiversity and ecosystems, including AFOLU).
2.B.2	Analyse the ways in which the ASEAN and EU taxonomies are applied – for example in corporate reporting, central bank supervisory and monetary operations, and financial products such as the EU Green Bond Standard and the ASEAN Green Bond Standards.
2.B.3	Evaluate the interoperability and operationalisation of the essential criteria in both taxonomies: Do No Significant Harm (DNSH) – clarity, measurability, traceability and alignment; Remedial Measures to Transition (RMT) – mechanisms that facilitate transition activities while maintaining taxonomy integrity; and Minimum Social Safeguards (MSS) – incorporation of social safeguards, compliance with ASEAN and EU law, and relevant metrics.
2.B.4	Identify priority sectors and activities (for example energy, transport, construction and real estate) and pathways for operational alignment.
2.B.5	Collect data through key informant interviews and desk research.

B.2 Market and investment analysis and digital tools assessment

2.B.6	Identify taxonomy-related barriers to cross-border investment in fixed-income markets, from both issuer and investor perspectives.
2.B.7	Analyse how increased interoperability can mobilise investment in low-carbon transition sectors, industries and projects.
2.B.8	Assess the impact of the EU and ASEAN taxonomies on sustainable investments in their respective regions.
2.B.9	Estimate market potential and cross-border capital flows under increased taxonomy alignment, using best-available data, proxy datasets and scenario-based assumptions where granular transaction-level data is not publicly available, documenting any limitations.
2.B.10	Map use cases for taxonomies in EU and ASEAN financial markets, including cross-taxonomy aligned issuances (e.g. EU-CN CGT issuances and M-CGT-referenced issuances in Singapore).
2.B.11	Map economic tools and frameworks that support interoperability and the digitalisation of taxonomy data – including machine-readable mapping systems, standardised data templates, and other digital tools and platforms – for both policymakers and market participants.

B.3 Consultation and drafting

2.B.12	Present interim findings to GIZ and selected stakeholders in a first round of consultation and incorporate the feedback received.
2.B.13	Conduct a second round of consultation with GIZ and selected stakeholders on the draft interoperability study, and incorporate the feedback received. The format of the consultation (e.g. written circulation of the draft, a presentation, or another suitable method) is to be proposed by the contractor and agreed with GIZ.
2.B.14	Finalise the interoperability study, including a professionally designed executive summary.

Outputs of Work Package B:

- Presentation of interim findings (first round of consultation)
- Draft interoperability study (second round of consultation)
- Final interoperability study, incorporating feedback from the second round of consultation, including the executive summary

Work Package C – Dissemination and policy dialogue

2.C.1	Present the final study findings to GIZ, ASEAN (Secretariat and sectoral bodies), and EU partners.
2.C.2	Support and participate as an expert in the EU–ASEAN policy dialogue, including presentation of key findings and recommendations from the final study.
2.C.3	Support the policy dialogue conceptualisation including the agenda, presentation materials and a suggested participant list and provide day-of operationalisation and minute-taking where needed.
2.C.4	Prepare post-event minutes and/or a report for the policy dialogue.

Output of Work Package C:

- Presentation of the final study to GIZ, ASEAN (Secretariat and sectoral bodies) and EU partners
- EU-ASEAN policy dialogue (delivered, with presentation materials and post-event report)

Certain milestones, as laid out in the table below, are to be achieved during the contract term:

Milestones / partial services	Deadline	Place	Criteria for Acceptance
Output 1 (WP A): Inception Report (methodology, analytical framework, timeline and stakeholder engagement plan)	22 December 2026	Online	Inception Report accepted by GIZ and endorsed by WC-CMD.
Output 2 (WP B): Presentation of findings	25 January 2027	Online / hybrid;	Interim results presented in PPT format, accepted by GIZ and

Milestones / partial services	Deadline	Place	Criteria for Acceptance
and interim results (first round of consultation)		contractor in coordination with GIZ	endorsed by WC-CMD; feedback from the first round of consultation received.
Output 3 (WP B): Interoperability Study	15 February 2027 (Draft)	Online / hybrid; contractor in coordination with GIZ	Draft Interoperability Study accepted by GIZ for the second round of consultation.
	22 March 2027 (Final)	Online / hybrid; contractor in coordination with GIZ	Final Interoperability Study, informed by the second round of consultation with GIZ and selected stakeholders, accepted by GIZ and endorsed by WC-CMD.
Output 4 (WP C): EU–ASEAN Policy Dialogue	12 April 2027	Venue: TBD / hybrid; contractor in coordination with GIZ	Final study findings presented to relevant stakeholders and disseminated through an EU-ASEAN policy dialogue, with presentation materials and post-event report/minutes accepted by GIZ.

Period of assignment: from contract signature 16 December 2026 until 30 June 2027.

3. Concept

In the tender, the tenderer is required to show how the objectives defined in Chapter 2 (Tasks to be performed by the contractor) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the tenderer must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The tenderer is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1 Context) (1.1.1). Following this, the tenderer presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (see Chapter 2 Tasks to be performed by the contractor) (1.1.2).

The tenderer is required to present the actors relevant for the services for which it is responsible and describe the **cooperation (1.2)** (1.2.1 & 1.2.2) with them.

The tenderer is required to present and explain its approach to **steering** the measures with the project partners (1.3.1) and its contribution to the **results-based monitoring system** (1.3.2).

The tenderer is required to describe the key **processes** for the services for which it is responsible and create an **operational plan** or schedule (1.4.1) that describes how the services according to Chapter 2 (Tasks to be performed by the contractor) are to be provided. In particular, the tenderer is required to describe the necessary work steps and, if applicable, take account of the milestones and contributions of other actors (partner contributions) in accordance with Chapter 2 (1.4.2).

The tenderer is required to describe its contribution to knowledge management for the partner (1.5.1) and GIZ and to promote scaling-up effects (1.5.2) under **learning and innovation**.

Project management of the contractor (1.6)

The tenderer is required to explain its approach for coordination with the GIZ project. In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail (1.6.1).

The tenderer is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates (duration and expert days) and locations of the individual members of the team, complete with the allocation of work steps as set out in the schedule (1.6.2).

The tenderer is required to describe its backstopping concept (1.6.3). The following services are part of the standard backstopping package, which (like ancillary personnel costs) must be factored into the fee schedules of the staff listed in the tender in accordance with Section 3.1 of the GIZ AVB/General Term and Conditions of contract:

- Service-delivery control
- Managing adaptations to changing conditions
- Ensuring the flow of information between the tenderer and GIZ
- Assuming personnel responsibility for the contractor's experts
- Process-oriented steering for implementation of the commission
- Securing the administrative conclusion of the project

Further requirements (1.7)

The tenderer is a legal entity (consulting firm) that is required to possess the following experience:

- 5 years of experience in conducting comparable studies or advisory assignments in sustainable finance, green/transition finance or financial-sector policy.
- Demonstrated experience with sustainable finance taxonomies and classification frameworks, including the ASEAN and/or EU taxonomies.
- Experience engaging with ASEAN and/or EU institutions, regulators, financial institutions and market participants. Access to relevant market participants (issuers, investors, banks, verifiers) in ASEAN and the EU is a prerequisite for this assignment: the tenderer must demonstrate an established network sufficient to carry out the interview and consultation programme.
- Experience facilitating and presenting at high-level policy dialogues or consultations with policymakers.

Cross-cutting themes, in particular gender equality and social inclusion, are to be reflected in the methodology and analysis where relevant.

4. Personnel concept

The tenderer is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

The qualifications specified below represent the requirements to reach the maximum number of points in the technical assessment. Language proficiency in English is defined as a technical exclusion criterion: if the requirement is not met, the entire bid is assessed with zero points.

Team leader

Tasks of the team leader

- Overall responsibility for the deliverables of the contractor (quality and deadlines).
- Leading the design of the research methodology and analytical framework and integrating the inputs of the expert team into the study.
- Personnel management, including planning and steering the assignments of the experts within the available budget.
- Presenting the study's findings and participating as an expert in the EU-ASEAN policy dialogue.
- Coordinating and ensuring communication with GIZ, partners and others involved in the project.
- Regular reporting in accordance with deadlines.

Qualifications of the team leader

- Education/training (2.1.1): university degree (Master) in finance, economics, environmental economics, sustainable finance, law or a related field.
- Language (2.1.2): C1-level language proficiency in English (technical exclusion criterion).
- General professional experience (2.1.3): 10 years of professional experience in sustainable finance, financial-sector policy or a related field.
- Specific professional experience (2.1.4): 7 years of experience working on sustainable finance taxonomies, green or transition finance frameworks, or classification systems. This includes first-hand experience working directly with market participants (e.g. issuers, investors, banks, verifiers) on taxonomy applications or alignment.
- Leadership/management experience (2.1.5): 5 years of experience leading multidisciplinary teams or studies as a project team leader or manager.
- Regional experience (2.1.6): 5 years of experience working in both ASEAN and EU sustainable finance contexts.
- Development cooperation (DC) experience (2.1.7): experience in development cooperation projects is an asset.
- Other (2.1.8): sound knowledge of the ASEAN Taxonomy, the EU Taxonomy and the Common Ground Taxonomy (CGT/M-CGT); this may be evidenced by relevant projects, publications or studies. Fluency in the language and practice of financial markets, able to engage credibly with market participants, is also required.

Key expert 1 – Taxonomy Expert (DNSH, RMT, MSS)

Tasks of key expert 1

- Lead the comparative and technical taxonomy analysis (Work Package B.1).
- Evaluate the interoperability and operationalisation of DNSH, RMT and Minimum Social Safeguards in both taxonomies.
- Identify priority sectors, activities and pathways for operational alignment.

Qualifications of key expert 1

- Education/training (2.2.1): university degree (Master) in environmental science, law, finance, sustainability or a related field.
- Language (2.2.2): C1-level language proficiency in English (technical exclusion criterion).
- General professional experience (2.2.3): 5 years of professional experience in sustainable finance or environmental/climate policy.
- Specific professional experience (2.2.4): 4 years of experience working on taxonomy technical screening criteria, DNSH, social safeguards or transition finance.
- Regional experience (2.2.6): 3 years of experience in ASEAN and/or EU contexts.
- Development cooperation (DC) experience (2.2.7): experience in DC projects is an asset.
- Other (2.2.8): demonstrated knowledge of the operationalisation of DNSH, RMT and MSS.

Key expert 2 – Financial Markets Expert

Tasks of key expert 2

- Lead the market and investment analysis (Work Package B.2).
- Analyse taxonomy-related barriers to cross-border investment and the potential of interoperability to mobilise sustainable finance.
- Map use cases and taxonomy-aligned instruments in EU and ASEAN financial markets.

Qualifications of key expert 2

- Education/training (2.3.1): university degree (Master) in finance, economics or a related field.
- Language (2.3.2): C1-level language proficiency in English (technical exclusion criterion).
- General professional experience (2.3.3): 5 years of professional experience in financial or capital markets.
- Specific professional experience (2.3.4): 4 years of experience in fixed-income markets, green/sustainable bonds, sustainable finance instruments or cross-border investment analysis. This includes first-hand experience working directly with market participants (issuers, investors, banks, verifiers).
- Regional experience (2.3.6): 3 years of experience in ASEAN and/or EU financial markets.
- Other (2.3.8): familiarity with the EU Green Bond Standard, the ASEAN Green Bond Standards and taxonomy-aligned issuances. Fluency in the language and practice of financial markets, able to engage credibly with market participants, is also required.

Key expert 3 – Junior Researcher

Tasks of key expert 3

- Support the expert team through desk research, data collection and analysis.
- Coordinate interview logistics, prepare transcriptions and manage documentation.
- Support the drafting, consolidation and finalisation of the study and its executive summary.

Qualifications of key expert 3

- Education/training (2.4.1): university degree (Bachelor) in finance, economics, international relations or a related field.
- Language (2.4.2): C1-level language proficiency in English (technical exclusion criterion).
- General professional experience (2.4.3): up to 3 years of professional experience in research or coordination in sustainable finance or development cooperation.
- Specific professional experience (2.4.4): experience in desk research, data collection, stakeholder coordination and documentation.
- Other (2.4.8): strong organisational and analytical skills.

Short-term expert pool with 2 members: Designing and Editing

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of the short-term expert pool

- Professional design, layout and infographics for the interoperability study and its executive summary
- Editorial support and proofreading of the study and executive summary
- Production of the final, publication-ready documents in line with GIZ requirements
- General production support across the study's deliverables

Qualifications of the short-term expert pool

- Education/training (2.6.1): 1 expert with university qualification (Bachelor) in graphic design, visual communication or a related field; 1 expert with university qualification (Bachelor) in communications, English, journalism or a related field
- Language (2.6.2): C1-level language in English
- General professional experience (2.6.3): 1 expert with 3 years of professional experience in design, layout and infographics for reports and publications; 1 expert with 3 years of professional experience in editing and proofreading
- Specific professional experience (2.6.4): 1 expert with 3 years of experience in designing policy or research publications (including data visualisation and infographics); 1 expert with 3 years of experience in editing and proofreading technical or policy documents in English
- Development cooperation (DC) experience (2.6.6): experience producing publications for regional or international organisations (e.g. ASEAN Secretariat, EU institutions, development partners)

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills
- Socio-cultural skills
- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

5. Costing requirements

The contract shall be assigned as a contract for works (output-based) for the deliverables outlined below.

Outputs	Process steps/partial services	Payment Term
Output 1: Inception Report	Submission of Inception Report (methodology, analytical framework, timeline and stakeholder engagement plan)	Interim Payment
Output 2: Presentation of findings and interim results	Presentation of findings and interim results (first round of consultation)	Interim Payment
Output 3: Interoperability Study	Submission of Final Interoperability Study, including executive summary, informed by the second round of consultation (draft circulated on 15 February 2027)	Interim Payment
Output 4: EU-ASEAN Policy Dialogue	Presentation of final study findings through EU-ASEAN policy dialogue and submission of post-event report/minutes	Final Payment

Assignment of personnel and travel expenses

Per-diem allowances are reimbursed as a lump sum up to the maximum amounts permissible by GIZ. Accommodation allowances are reimbursed as detailed in the specification of inputs below.

With special justification, additional accommodation costs up to a reasonable amount can be reimbursed against evidence.

All business travel must be agreed in advance by the officer responsible for the project.

Sustainability aspects for travel

GIZ has undertaken an obligation to reduce greenhouse gas emissions (CO2 emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with a higher CO2 efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

CO2 emissions caused by air travel must be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

Specification of inputs

Fee days	Number of experts	Number of days per expert	Total	Comments
Team Leader / Lead Consultant	1	66	66	Output-based. Estimated expert-days for each output: Output 1 = 10 man-days Output 2 = 20 man-days Output 3 = 20 man-days Output 4 = 16 man-days
Key expert 1 – Taxonomy Expert	1	40	40	Output-based. Estimated expert-days for each output: Output 1 = 5 man-days Output 2 = 20 man-days Output 3 = 10 man-days Output 4 = 5 man-days
Key expert 2 – Financial Markets Expert	1	50	50	Output-based. Estimated expert-days for each output: Output 1 = 5 man-days Output 2 = 25 man-days Output 3 = 15 man-days Output 4 = 5 man-days
Key expert 3 – Junior Researcher	1	35	35	Output-based. Estimated expert-days for each output: Output 1 = 8 man-days Output 2 = 17 man-days Output 3 = 10 man-days Output 4 = N/A
Short-term expert pool (Designing and Editing	2	20	40	Output-based. Estimated expert-days for each output: Output 1 = 0 man-days Output 2 = 5 man-days Output 3 = 25 man-days

				Output 4 = 10 man-days
Travel expenses	**Quantity**	**Number per expert**	**Total**	**Comments**
Per-diem allowance in country of assignment	9	2	18	Against evidence. Per diem allowance applies only to eligible travel days in accordance with GIZ rules and regulations. (3 trips × 3 travel days × 2 experts)
Overnight allowance in country of assignment	6	2	12	Against evidence. GIZ rules and regulations applied. (3 trips x 2 nights x 2 experts)
Transport	**Quantity (trip)**	**Quantity (pax)**	**Total**	**Comments**
Regional flights within ASEAN (return flights)	3	2	6	Against evidence. Economy class. (3 trips x 2 experts; return flights)
Travel expenses (airport transfers)	3	4	12	Against evidence. Airport transfers to/from airport in the country of assignment. (3 trips x 2 airport transfers x 2 experts)
CO2 compensation for air travel Link to working aid and table for determining the budget and Guidance for GIZ service providers on avoiding, reducing and offsetting GHG emissions on setting the budget.	3	2	6	A fixed budget of IDR1.000.000 per round trip (please convert to your local currency) is earmarked for settling carbon offsets against evidence. (3 trips return flights x 2 experts)
Other costs	**Number**	**Price**	**Total**	**Comments**
Flexible remuneration	1	IDR162.770.000,00	IDR162.770.000,00	A budget of IDR162.770.000,00 (please convert to your local currency) is foreseen for flexible remuneration. Please incorporate this budget into the price schedule. Use of the flexible remuneration item requires prior written approval from GIZ.

6. Inputs of GIZ or other actors

GIZ and/or other actors are expected to make the following available:

- Introductions to and facilitation of engagement with key ASEAN stakeholders (e.g. ASEAN Taxonomy Board, WC-CMD, ACMF).
- Access to relevant existing documents, studies and reference materials, subject to GIZ and respective organizations' data access policy.
- Coordination of, and feedback in, the two rounds of consultation, and support in securing endorsement via WC-CMD.
- Funding events and policy dialogue (venue, meeting package, interpretation and participant travel).

7. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToR. In particular, the detailed structure of the concept (Chapter 3) should be organised in accordance with the positively weighted criteria in the assessment grid (not with those weighted zero). The tender must be legible (font size 11 or larger) and clearly formulated. It must be drawn up in English.

The complete tender must not exceed 10 pages (excluding CVs). If the maximum page length is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered.

The CVs of the personnel proposed in accordance with Chapter 4 of the ToR must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed 4 pages each. They must clearly show the position and job the proposed person held in the reference project and for how long. The CVs must be submitted in English.

The tenderer shall also evidence its access to and network among relevant market participants, for example through reference projects or letters of support.

Please calculate your financial tender based exactly on the parameters specified in Chapter 5 (Costing requirements). The contractor is not contractually entitled to use up the days, trips or budgets in full. The number of days, trips and the budgets will be contractually agreed as maximum limits. The specifications for pricing are defined in the price schedule.

8. Organisational matters

Place of assignment: Indonesia/Home-based, with travel within the ASEAN region for (non-exhaustive) consultation events and the policy dialogue as required.

Failure to complete work: GIZ reserves the right to cancel the remainder of the contract if the deliverable output does not meet ToR requirements and standards of quality e.g. if Output 2 is completed unsatisfactorily, GIZ is only liable to pay for Output 2 and can cancel the contract for the remaining packages.