german cooperation
DEUTSCHE ZUSAMMENARBEIT

Implemented by:
giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

INVITATION TO TENDER FOR:

INDIVIDUAL CONSULTANCY SERVICES
SENIOR ORGANISATIONAL DEVELOPMENT EXPERT

TENDER REFERENCE NO: (7000026264 - SENIOR OD EXPERT - GIZ SUDAN)

Name of Project: Enhancing Good Governance in Sudan Project

1. **Background**
   The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is the German Federal Enterprise for technical cooperation and has been operating in Uganda since 1964 to promote sustainable development on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ).

2. **Invitation to Bid**
   GIZ Uganda through Enhancing Good Governance in Sudan Project invites bids from competent and eligible individual to provide consultancy services for strengthening the project's organizational development support to Sudanese partner organizations as per the detailed Terms of Reference.

3. **Obtaining Tender Documents and Terms of Reference**
   Interested and eligible bidders can download obtain detailed bidding/tender documents in soft copy form only from the GIZ Uganda website, **https://www.giz.de/uganda**

4. **Seeking Clarification Regarding the Bidding Documents, Tender Terms and Conditions**
   All requests for clarifications regarding this tendering process must be submitted in writing and addressed to GIZ Uganda via email at **procurement-giz-uganda@giz.de** at least 5 days before the bid submission deadline. Please include the tender reference number "**7000026264 - Senior OD Expert - Giz Sudan"** in the subject line of your email.

5. **Bid Submission**
   Interested bidders should submit their bids/offers electronically by **19th Nov 2026 at 4:00 PM** (EAT) to UG_Quotation@giz.de. Please indicate the tender reference number "**7000026264 - Senior OD Expert - Giz Sudan"** in the subject line of your email.

6. **Important Information to Note**

a. Failure to indicate the tender reference number in the subject may disqualify your offer directly as it may fail to be received in the tender box.
b. Late submissions will not be accepted.
c. Only bids submitted to **UG_Quotation@giz.de** are acceptable.
d. Bids submitted with GIZ staff or other GIZ emails in copy shall be rejected.
e. You should have priced offer in PDF. Do not encrypt offers since they may be incompatible with GIZ software.
f. Use two separate emails to submit the technical and financial proposals. Submit the technical proposal with the eligibility documents an independent email and the financial proposal in a separate independent email, each with a clear description, "**7000026264 - Senior OD Expert - Giz Sudan" – Technical Proposal, & "7000026264 - Senior OD Expert - Giz Sudan"**- Financial Proposal.
g. Only use GIZ's file transfer service at **https://filetransfer.giz.de/** for submitting documents that exceed the default mail size of **30 MB.** Using other forms of file transfer disqualifies your offer.
h. Should you use the file transfer in (g) above, ensure you submit the password before the bid submission deadline date and time to **UG_Quotation@giz.de.** Failure to provide the password, your offer cannot be opened and will be disqualified automatically.
i. The financial offer should be submitted in Uganda Shillings.
j. Failure to follow any of the above instructions may result in your offer being encrypted and/or rejected.

GIZ reserves the right to cancel this process at any stage without informing the providers and without any obligation to refund the providers who will have participated in this tender process.

Disclaimer: GIZ DOES NOT charge any kind of FEE(s) at whichever stage of the tendering process.