CONFIDENTIAL

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

giz Street • Post code - City • Country

To all tenderers

German Development Cooperation
2nd Floor Motswere Building
Prime Plaza ii, New CBD,
Gaborone, Botswana

E-Mail BW_Quotation@giz.de Date 05 November 2026

Project processing number: 10063454
Processing Country: Botswana

Type of procedure: Public invitation to tender

Invitation to submit a tender

Dear Sir/Madam,

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

Please submit your technical and financial bids by 24 November 2026 2026 in English only to BW_Quotation@giz.de.

The email subject line should be in the form of : 10063454 - NAMRA OD

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.

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

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

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Registered at
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Bonn, Germany
Registration no. HRB 18384
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Frankfurt am Main, Germany
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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

german cooperation
DEUTSCHE ZUSAMMENARBEIT

- 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%.

Please attach the 'Declaration by candidate/bidding consortium' (consortium declaration) signed by all members.

If you have any questions regarding the tender, please send them **no later than 19 November 2026** to BW_Quotation@giz.de. All clarifications will be communicated simultaneously in writing to all interested parties.

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

Yours Sincerely,
Procurement and Contract Unit
GIZ Botswana

Annexes

1. Assessment grid for the technical evaluation of tenders
2. Price schedule
3. Terms of Reference
4. Botswana Terms & Conditions