

## TO ALL BIDDERS

Address:  
Tel:  
Email:  
Contact:

Your reference

Our reference Tender 91148915

### German Development Cooperation GIZ Office Iraq

Thomas Schaef  
Country Director GIZ Iraq

Baghdad, Harlow Riverside Compound, Al  
Karrada  
Erbil (KRI), Gulan Tower, Gulan Road

Your reference: 4554, 29.03.2018  
Our reference: DCD\_180716\_01

21-Feb-21

## INVITATION TO TENDER, GIZ tender no: 91148915

**Tenderer:** Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

**Project name: Restoration of Peace, Livelihoods and Economic Cycles in Anbar (RePLECA) – Construction.**

**Supply and delivery of IT Equipment (As per Annex 1 - Technical Specifications).**

Dear Sir / Madam,

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is implementing Technical Cooperation measures for the above-mentioned subject, on behalf of the of the Government of the Federal Republic of Germany.

GIZ Office Iraq now invites Bidders to submit, free of charge, and without obligation on part of GIZ, a bid based on the following terms and conditions. Non-conformity with all conditions mentioned could lead to the exclusion of the bid.

The bidders are requested to submit their price offers using the attached 'Bid form' (Annex 2). Further the bidders must prepare their offer under attention of the instructions and conditions stated in this invitation letter. Bidders are also requested to submit the attached 'Supplier Information Form' (Annex 3) which is including Bank Account Information, all bank account information must be submitted correctly, otherwise the offer will not be considered as responsive offer.

### **Required products and goods:**

The technical specification of the goods to be delivered is attached to this "Invitation to Tender" in Annex 1.

Deutsche Gesellschaft für  
Internationale Zusammenarbeit (GIZ) GmbH

Registered offices  
Bonn and Eschborn, Germany

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Registered at  
Local court (Amtsgericht)  
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Frankfurt am Main, Germany  
Registration no. HRB 12394

Chairman of the Supervisory Board  
Martin Jäger, State Secretary

Management Board  
Tanja Gönner (Chair)  
Dr Christoph Beier (Vice-Chair)  
Thorsten Schäfer-Gümbel

GIZ reserves the right to increase or reduce the above quantities by maximum 20% according to the available budget.

**Tender deadline and Submission:**

We request you to submit a bid

**Before 14:00 hrs. On 04.03.2021** to:

As follows:

1. The following signed and stamped documents should be sent **only** to this email [IQ\\_Quotation@giz.de](mailto:IQ_Quotation@giz.de), the email subject is **(Tender-91148915- IT Equipment)**.

- a. 91144674- Invitation to Tender (ITT).
- b. 91144674- Annex 1 - Technical specifications.
- c. 91144674- Annex 2 - Bid Form
- d. 91144674- Annex 3 - Supplier Information Form.
- e. All technical and formal requirements requested in above documents

**The bids not delivered at the time and date may not be evaluated.**

**A bid letter and all the Technical Specifications must be dated, signed and stamped.**

- GIZ is not responsible for the cost for bid submission and other related costs.

**Terms of delivery and place of delivery:**

By Road Transportation DDP to Baghdad as per (Annex 1) Technical Specification. (incoterms 2010).

Transport costs are included in the product prices.

**Delivery time:**

The delivery time of the goods after ordering must be stated. All ordered goods must latest be delivered at the date stated in the bid. In the event of late delivery goods may not be accepted by us.

**Prices:**

Prices shall be free of taxes and other public charges. The prices shall include the costs for goods, Transportation, packing, marking, and insurance and all other local costs incidental to deliver the goods to the final destinations.

**Bid Currency, Validity and Language:**

Prices shall be quoted in USD.

Bids showing other currencies may not be considered.

Bids shall remain valid for 90 days after the deadline for submission of bids.

A bid valid for a shorter period may be rejected by the GIZ as non-responsive.

The language of the bid shall be English.

**Payment Terms:**

Full payment will be made after completion of delivery, subject to appropriate deduction for incomplete and delayed deliveries, upon presentation of

- A commercial invoice (specifying quantities, unit and total prices etc.)
- Acceptance certificate issued by the authorised GIZ representative

Payment of goods will be done within 30 working days after taking over of the goods/services at the address as stated in the purchase order.

Payment will be done by bank transfer on the company name bank account otherwise it might be not responsive.

**Evaluation criteria**

The order is awarded to the technically compliant and most economic offer.

**The offer Tender Results:**

All companies tendering will be advised on the outcome of the tender process. The results will not be made public.

**Question:**

For any questions about our tender the contact address is:  
E-mail: [Procurement.Iraq@giz.de](mailto:Procurement.Iraq@giz.de) the **subject emails is (Tender-91148915- IT Equipment)**

All quotation will be evaluated based on compliance with the established specifications

Quotation not complying with the above requirement will state as non-responsive

All quotations (**Invitation to Tender Letter (ITT), Annex1, Annex2 and Annex3,**) must be signed and stamped by a person or persons duly authorized to sign on behalf of the supplier, otherwise the offer will not be considered as responsive offer.

**Yours Sincerely,**

Procurement and Contracting Unit

**Deutsche Gesellschaft für**

**Internationale Zusammenarbeit (GIZ) GmbH**

E [procurement.iraq@giz.de](mailto:procurement.iraq@giz.de)

Enclosures:

Annex 1: Technical Specifications

Annex 2: Bid Form

Annex 3: Supplier Information Form