

giz Postfach 5180 • 65726 Eschborn

Letter to participants in a competitive tender

Your reference		Telephone	
Our reference		Fax	
Email	procuremnt.iraq@giz.de	Date	March 18, 2021

Project title: Restoration of Peace, Livelihoods and Economic Cycles in Anbar (RePLECA) Programme
Project N°: 19.1859.8-001.00
Country: Iraq
Reference N°: 83375858

Ladies and Gentlemen,

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is an enterprise owned by the German Federal Government that provides services in the field of international cooperation for sustainable development and international education work. The Restoration of Peace, Livelihoods and Economic Cycles in Anbar (RePLECA) Programme is implemented by the Iraqi Ministry of Planning and local partners with the support of GIZ, acting on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ).

The GIZ project is looking for contractor to lead a baseline survey that will generate disaggregated data on a number of RePLECA key programme indicators as listed in the results matrix (Annex 1). The main objectives of the survey are to;

- Generate baseline values for key indicators that will be used to determine the extent to which the programme contributed to improving income opportunities of vulnerable people in the Anbar and peaceful coexistence between and within communities at end line
- Provide recommendations for developing, refining, and prioritizing programme interventions based on specific needs/gaps identified

Please see the attached **Annex 1 Terms of Reference (ToR)** for detailed information.

Submission deadline and Labelling of offer

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Registered offices
Bonn and Eschborn, Germany

Friedrich-Ebert-Allee 32+36
53113 Bonn, Germany
T +49 228 44 60-0
F +49 228 44 60-17 66

Dag-Hammarskjöld-Weg 1-5
65760 Eschborn, Germany
T +49 61 96 79-0
F +49 61 96 79-11 15

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

Chairman of the Supervisory Board
Martin Jäger, State Secretary

Management Board
Tanja Gönner (Chair)
Ingrid-Gabriela Hoven
Thorsten Schäfer-Gümbel

Commerzbank AG Frankfurt am Main
BIC (SWIFT): COBADEFFXXX
IBAN: DE45 5004 0000 0588 9555 00

Should you be interested in implementing the tasks according the attached **Annex 1 Terms of Reference (ToR)**, we kindly ask you to submit your bid to the GIZ via email IQ_Quotation@giz.de no later than **Sunday 28, 03, 2021, at 14:00 h**

We request that you name the offers as follows:

- Price offer for bid
- Technical offer for bid

Content of the price offer

The price offer must contain all costs in US Dollars and/or charges in percentages which are specified in **Annex 2 (Bid Sheet)**. Please see the attached Terms of Reference (ToR) for details of the quantities required and use that Bid Sheet which allows GIZ to compare the offers. The bid sheet can be adjusted but it should reflect the ToR.

Content of the technical offer

The technical offer submitted must contain a detailed methodological concept in accordance with the terms of reference which allows technical evaluation in terms of the objective of the measure.

The price offer must always be separated from the technical offer. **Non-compliance may result in your bid not being considered.**

Form and Costs

All copies of the bid must be submitted in written form. No remuneration will be paid by GIZ for preparing the bid.

Subsequent corrections or modifications to the bid can be submitted until the deadline for submission and must be made in the same form as the bid.

The bid must be based on the General Terms and Conditions of Contract (**'General Terms of Contract', Annex 4**) for supplying services and work on behalf of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH. In the event of an award of contract, they will become an integral part of the contract. The bidder's general terms and conditions of business or payment do not apply.

If you are forming a bidding consortium or association (**'Association Clause, Annex 5**), the bid must show who the members are and how the work is divided between them. Specifically, all members must name the lead member and authorise this member to represent the association and to receive payments on behalf of the other members. The members must also acknowledge joint and several liabilities for performing the contract. A corresponding written authorisation must be attached to the bid.

Evaluation of Offer

After the final technical evaluation (**Annex 3 Assessment Grid for the Technical Evaluation of Bids**), only the price offers of bids with at least 50% points will be opened and evaluated. Technical offers below 50% of total points will be considered as technical not acceptable. **The technical offer has a weighting of 70%, the price offer 30%.**

The final result is an overall ranking, headed by the most cost-effective bid. Contract negotiations will be initiated on the basis of this overall ranking.

Commencement of work

The work is scheduled to commence on 20, 03, 2021. Your bid is binding until that date. If you do not receive an order in writing until that date, your bid has not been accepted. You shall not receive separate notice to this effect.

Kindly use the **Annex 6 – Bidders' Question** if you have any question **and send it to procurement.iraq@giz.de** the last day for receiving question is **25.03.2021 at 14:00**. Following receipt of this letter, we ask you to confirm with the above mentioned contact person whether or not you intend to submit a bid.

For more details please find **Annex A Bidding Condition**

Yours sincerely,

Procurement and Contracting Department
**Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH**

Annexes:

1. Terms of Reference (ToR)
2. Bid Sheet
3. Assessment Grid for the Technical Evaluation of Bids
4. General Terms of Contract
5. Association Clause
6. Bidder's Questions
- A Bidding Condition