

giz

Letter to participants in a competitive tender

Email IQ_Quotation@giz.de

Date 31.05.2021

Project title: Country Office
Project N°: 18.9206.6-001.00
Country: Iraq

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

Ladies and Gentlemen,

The German Federal Ministry for Economic Cooperation has commissioned us with the implementation of the aforementioned project.

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

The project is concerned with the following:

E info@giz.de
I www.giz.de

The objective is to provide GIZ supports the Government of Iraq including the Kurdistan Region (KRI) under various programmes and projects especially in the field of Transitional Development. GIZ in Iraq expects an estimated turnover during the contract period of about several translation request from country office and projects. In order to meet such requirements, GIZ Iraq requires services of a Written and Verbal translation that is qualified, able and willing to render efficient and cost-effective range of translation as of 15.07.2021. to 15.07.2023. The contract will be reviewed and extended if necessary.

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)
Thorsten Schäfer-Gümbel

Should you be interested in implementing the tasks according the Bidding Conditions (Annex A), we request you to submit a bid at the GIZ by June 23, 2021 Please address your bid to:

Commerzbank AG Frankfurt am Main
BIC (SWIFT): COBADEFFXXX
IBAN: DE45 5004 0000 0508 9555 00

Please address your bid to the following email address, the email subject should be **(83382428 Translation Service) IQ_Quotation@giz.de**

Detailed instructions what information your bid should contain and how it should be presented are given in the attached bidding conditions (Annex A) and Terms of Reference (ToR, Annex 1). If you have any further questions in this connection, please answer this invitation by e-mail by using the document Annex 5 **Bidders' Questions**.

The bids received shall be evaluated by the GIZ with regard to their technical content (cf. Assessment Grid for the Technical Evaluation of Bids, Annex 2) and to their price (cf. bid sheet, Annex 3).

The evaluation of the bids is scheduled to be completed by June 2021; whereupon the bidders shall be priority rated. Contractual negotiations are generally commenced with the first bidder on the list. Should these negotiations not be successful, the second bidder on the list shall be invited to commence negotiations.

The work is scheduled to commence on June. If you do not receive an order in writing within two weeks of expiry of the deadline for the award of contract, your bid has not been accepted. You shall not receive separate notice to this effect.

Yours faithfully,

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Annexes:

A Bidding Conditions

1. Terms of Reference (ToR)
2. Technical Assessment Grid
3. Bid Sheet
4. General Terms of Contract
5. Bidders' Questions
6. Association Clause