

CONFIDENTIAL

giz Postfach 5180 • 65726 Eschborn

To all candidates

Our reference E2A0-AS T +49 6196 79 6054
Email alissa.schlossnikel@giz.de Date 17.04.2026

Tender number: 81322923
Cost centre: V000349
Cost centre titel: Data Services for projects
Services tendered: Framework Contract for M&E Data
Services and Solutions
Country: Germany

Procedure type: Restricted procedure

Invitation to submit a request to participate

Dear Sir/Madam,

Thank you for your interest in this procurement procedure.

Please submit your request to participate **by 12:00 noon (Berlin, Germany time zone) on 19 May 2026**. Please submit your request to participate in English in accordance with the requirements stipulated in the procurement documents. Details of our submission requirements are explained in this letter and in the requirements for application included with the procurement documents.

The application for participation consists of the following documents, which must be submitted in full:

- Self-declaration of suitability with attachments
- Applicant/bidder consortium declaration
- Declaration – transfer of suitability

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Registered offices
Bonn and Eschborn, Germany

Friedrich-Ebert-Allee 32+36
53113 Bonn, Germany
T +49 228 4460-0
F +49 228 4460-1766

Dag-Hammarskjöld-Weg 1-5
65760 Eschborn, Germany
T +49 6196 79-0
F +49 6196 79-1115

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

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

The following documents are not to be submitted at this stage, but only at the tender submission stage:

- Technical tender (including concepts and CVs)
- Price quotation
- Order processing annex (AuV) in accordance with Art. 28 GDPR, including technical and organisational measures (TOM)

Technical bids are weighted at 70%, price bids at 30%. Fixed budget items for price bids specified in the competition documents are not included in the evaluation and weighting of the same. The following formula is used for weighting:

$$= 0,7 \times \frac{\text{technical evaluation of the bidder}}{\text{Evaluation of the best technical bid}} + 0,3 \times \frac{\text{best offer}}{\text{bidder's price}}$$

GIZ reserves the right to change the contract by taking up an option pursuant to Section 132 (2) no 1 German Act Against Restraints on Competition (GWB) or entering into a follow-on contract pursuant to Section 14 (4) no 9 German Ordinance on the Award of Public Contracts (VgV) (see Section 8 of the terms of reference).

If we receive more than 5 requests to participate, we will make a selection on the basis of the criteria laid out in the procurement documents and invite tenders only from the 5 candidates with the highest scores. We reserve the right to cancel the procurement procedure if we receive fewer than 3 requests to participate.

If it is not possible to make a clear selection of up to 5 candidates for the phase of submitting the tenders on the basis of the criteria listed in the procurement documents (e.g. if a number of candidates achieve the same overall eligibility score), we reserve the right to increase the maximum number of 5.

Planned schedule for the rest of the procurement procedure:

Information to candidates about results of evaluation of the requests to participate, and invitation to submit tenders to successful candidates.	End of May 2026
Deadline for submitting tenders	Mid of June 2026
Information to tenderers about result of tender evaluation	Mid of August 2026
Award of contract	End of August 2026

Commencement of service delivery	September 2026
Your tender will remain legally binding up to	30 October 2026

Questions

Please raise any commercial, technical or procedural questions promptly, and no later than the deadline for submission of queries specified in GIZ's e-procurement tender platform. Questions can only be submitted electronically, using GIZ's e-procurement tender platform. Non-compliance may result in your tender not being considered.

Sustainability

We have developed a Guide for Practicing Corporate Sustainability (GPS) so that our contractors can learn about corporate sustainability at GIZ. We invite you to go through GPS and obtain a participation certificate, which you can hand in with the proposal.

Participation in GPS does not influence the award decision in this procedure. However, we would very much welcome your taking part in GPS: <http://gps.giz.de/en>.

Our requirements for application and other procurement documents, which are listed in the annex below, also apply.

Yours sincerely,

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Alissa Schlossnikel
Contract manager, E2A0
Contract Management

(Sent electronically without signature)

Annexes

1. Valid version of terms and conditions for application for the award of contracts for services and work in the version currently in force
2. Valid version of General Terms and Conditions of Contract (AVB) for supplying services and work on behalf of GIZ in the version currently in force
3. Terms of reference and annexes
4. Special terms and conditions of contract

5. Request to participate and self-declaration of eligibility by candidates in calls for competitive tender
6. Declaration of eligibility based on the capacities of other entities
7. Grid for assessing the eligibility of candidates/tenderers
8. Price schedule
9. Grid for the technical assessment of tenders above the EU threshold
10. Declaration by candidate/bidding consortium
11. Template advance payment guarantee
12. Template CV in EU-Format (Europass)
13. Order form creditor master data sheet (please fill out the sheet separately for all members of a consortium and for the consortium itself)
14. Annex to outsourced data processing agreements in accordance with Article 28 of the GDPR
15. Information on data processing in accordance with Article 13 of the EU General Data Protection Regulation (GDPR) ('data protection information')