

Service Contract

CONFIDENTIAL

between

- hereinafter referred to as 'the Contractor' -

and

**Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH
Friedrich-Ebert-Allee 32 + 36
53113 Bonn**

Federal Republic of Germany

- hereinafter referred to as 'GIZ' -

The following contract is herewith concluded for
the project (brief project title) **IFMIS enduser training review**

Country: Malawi

Communication details (must be quoted in all correspondence and invoices)

Tender number: 10007835
Contract number:
project number G-011792-002
Internal order:
Unit responsible for the budget
Organisational unit: 1300
Responsible officer: E-Mail-Adresse Bearbeiter*in
Procurement and Contracting
Organisational unit: E250
Responsible officer: Martina Küsthardt

Financial processing of the contract

Advance payments &
service entry sheets (LERF) fin.processing_DE@giz.de
Invoices to: invoice_DE@giz.de

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Registered offices
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Registered at
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Frankfurt am Main, Germany
Registration no. HRB 12394
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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

1. Terms of Reference

The Contractor undertakes to perform the services/achieve the results listed in the Terms of Reference (Annex 1).

2. Contract Term and Assignment of Experts or the Consultant

The contract shall run from 01.06.2026 to 31.10.2026.

The Contractor shall deploy the experts listed in the price schedule (Annex 2) in accordance with Section 2.1 of the General terms and conditions of contract ('Terms and Conditions') for supplying services and works on behalf of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH in the version of September 2025.

The expected periods of assignment and/or the period during which services are to be provided are set out in the Terms of Reference (Annex 1).

3. Procurement of Materials and Equipment - Not applicable -

4. Reports/Appraisals

In accordance with the currently valid version of the General Terms and Conditions of Contract, the final report shall be submitted to GIZ no later than 31.10.2026.

5. Remuneration and place of supply for VAT purposes

5.1 A total remuneration of up to EUR

shall be agreed for the services to be performed by the Contractor.

The corresponding individual rates and bases for settlement are listed in the price schedule (Annex 2). Settlement will be based on time statements pursuant to Section 3.7.3 of the General Terms and Conditions of Contract.

5.2 Place of supply for VAT purposes

The Contractor provides services to the GIZ permanent establishment of GIZ "Public Financial and Economic Management (PFEM)" in Samala House, City Centre, Lilongwe, Malawi. In accordance with Section 3a, Paragraph 2, Sentence 2 of the German VAT Act

(Umsatzsteuergesetz – UStG), the place of supply for VAT purposes is therefore in Malawi.

If the Contractor invoices third-country VAT, and the relevant General Agreement on Technical Cooperation is not applicable, GIZ shall pay the amount charged.

6. Payments

Final invoice

The final payment of up to _____ EUR shall be made following receipt of the final invoice in accordance with the provisions of the currently valid version of the General Terms and Conditions of Contract.

7. General Terms and Conditions of Contract

7.1 The Terms and Conditions with all annexes shall constitute a component of this contract. The Contractor hereby declares that it is familiar with the General Terms and Conditions of Contract.

7.2 The annexes specified in Section 9 of this contract shall constitute components of this contract.

8. Copies

This contract is sent electronically.

9. Annexes (The following annexes all apply (in the order listed) to the implementation of the contract):

1. Terms of reference
2. Price schedule (final financial bid from the Contractor dated)
3. Technical bid dated *if available*
4. Current version of General Terms and Conditions of Contract (can be downloaded from <https://www.giz.de/en/partner/contractor/services-construction-work#downloads>)

Bonn, Date:

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Martina Küsthardt

**Full first and last name,
function, OU**

Division Procurement and
Contracting

**Senior Contract Manager,
E250**

Division Procurement and
Contracting

**Company name or full first and
last name**

Contractor