

giz

Letter to participants in open tender

Your ref., your message
Our ref.
Email

91142528

AF-Inquiry@giz.de

Phone +49 6196 79839210
Fax
Date 06.10.2020

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Registered offices
Bonn and Eschborn, Germany

Project No.: 03.9206.8-006.00
Pro-Soft No. 91142528

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

Submission / Opening Date:

in Email (PDF Only)
on Monday
the 26.10.2020
at 16:00 Hrs (Afg Local Time)]

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

Late bids shall be rejected.

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

**Invitation to Tender for Contractors
(Suppliers)**

1. Subject: GIZ-Dubai Office
(Insert name of project)

Chairman of the Supervisory Board
Martin Jäger, State Secretary

Dear Sir or Madam,

The **Deutsche Gesellschaft für Internationale Zusammenarbeit
(GIZ) GmbH, Dag-Hammarskjöld-Weg 1-5, D - 65760 Eschborn,**

Management Board
Tanja Gönner (Chair)
Thorsten Schäfer-Gümbel

Federal Republic of Germany, hereinafter referred to as "The Employer", intends to

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

IT equipment
(Insert brief description of project)

The execution of the Works will be performed within the frame of the
Technical Cooperation between the Federal Republic of Germany and the
Dubai
(Recipients country).

It is intended to award the contract for the planning / procurement works as detailed
in the attached Price sheet.

2. The Tender Documents consist of

- 2.1. General Terms and Condition of Purchase (Annex-1)
- 2.2. Price sheet-Specification (annex-2)
- 2.3. Declaration of Integrity (annex-3)

2.4. Code of Conduct (annex-4)

2.5. Invitation to Tender

3. Labelling of offer and Submission of bidding documents

Your bid, comprising the financial offer, must be clearly marked as such and submitted in PDF file. If technical offer required then, the price offer must always be separate from the technical offer and sent in separate PDF file.

The files and cover page of PDF files shall be titled as:

Technical offer from [please note sender] for: <91142528> <03.9206.-006.00>

Financial offer from [please note sender] for: <91142528> <03.9206.-006.00>

And sent by email to:

AF_Quotation@giz.de

All bidding documents shall be submitted, signed and stamped, as PDF only. Documents submitted in other formats will be considered invalid.

The bids will be accepted only if the Email subject line indicates the respective Pro-Soft. No.

The period for submission of Tender shall expire with the date and time mentioned under clause 1. Tenders may be withdrawn by email including letter prior to the submission time and date.

The period of adjudication begins with the submission / opening date and expires **60** calendar days later on in **December/** 2020. The Tenderer is bound to his Tender until this date.

Your confirmation of the receipt of the tender documents would be appreciated. If you are not interested to submit a Tender, please return the enclosures blank as soon as possible.

4. Further information, regarding the intended project, may be obtained at pre-bid-queries@giz.de.

All questions in regard to that tender (technical and financial) please send in written but no later than **22.10.2020** at the aforementioned e-mail address. While inquiring about the bid, your subject line must indicate the Pro-Soft Number and Question (if it is the first, second or third). Any inquiry without subject (including Pro-Soft number, question number) will not be responded to.

5. Bid Currency:

Prices should be provided in USD only

Delivery Location:

With delivery and installation to the office location in Dubai, Supplier should have sub office in Dubai.

Sample check:

Supplier should provide the sample of all goods within 5 days if requested by GIZ Office.

Lot:

GIZ has the right to award the order lot wise, when it is indicated in the BoQ (Bill of Quantity).

Evaluation Criteria:

Order will be awarded to most economical offer, technical compliance with requested specification

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Bank Guarantee:

If required, the winner company must provide bank guarantee for the total value of order.

Withdrawal of tender process:

GIZ reserves the right to waive off any formalities or reject any or all the tenders received without assigning any reason thereof. No costs for submitting the tenders/quotations/drawing will be reimbursed by GIZ.

Validity of Prices:

Prices shall remain valid for a period of 30 days from submission of the quotation. GIZ shall have the right to request the bidders to extend the bid validity period if required.

Increase or decrease the quantities:

When awarding the contract, the Buyer reserves the right to increase or decrease the quantities per item by up to 20%, whereas the offered unit prices shall apply unchanged.

Banking details and business license:

1: Supplier should provide the banking details while submitting the quotations to GIZ Office.

2: Copy of business license should be attached with quotation

Language:

The language of the bid shall be English or Dari.

Prices:

The price should be included of (item price and delivery) while needed and VAT which is mentioned in the first is not applicable in Afghanistan. Prices shall be quoted in USD. In order to compare bids in different currencies the exchange rate in between USD and EUR from the day of bid opening will be used. Any arithmetical error by the tenderer in pricing the Bill of Quantities or in the additions or in carrying forward subtotals to the summary or to the Tender shall be corrected during the financial evaluation of the tenders. In such cases the Tender sum shall be adjusted accordingly, and the Tenderer shall be informed. It shall be assumed that the unit price rates entered in the Bill of Quantities are correct.

Payment:

Payment will be made within 15 working days after delivery and distribution, subject to appropriate deduction for incomplete and delayed deliveries, upon presentation of

- a commercial invoice (specifying quantities, unit and total price etc.)
- delivery notes issued by the authorized project representative.
- Payment will be made by bank transfer to the Supplier's bank account.

Tax Liabilities:

All tax liabilities, with regard to this tender / inquiry will be handled in accordance with the current tax laws of the Islamic Republic of Afghanistan (Article 72 and all other relevant provisions of the same law).

The suppliers should provide a copy of the organizations' (MoCI) Ministry of Commerce and industries licenses and TIN (Tax Identification Number) while submitting the quotations to GIZ

Yours faithfully,

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

"electronically send without signature due to the Corona caused absence"

.....
GIZ Office Kabul

.....
GIZ Office Kabul

Enclosure:

- | | |
|----------|---|
| Annex 1: | General Terms and Condition of Purchase |
| Annex 2: | Price Sheet (Specification) |
| Annex 3: | Declaration of Integrity |
| Annex 4: | Code of Conduct |