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German Development Cooperation

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Your reference:
Our reference: GIZ-

Date 13/10/2019

Subject: Tendering
Project title: Energy Efficiency in Public Buildings
Project No.: 16.2219.0-007
Contract No.: 83352811
Country: Bangladesh

Title of Assignment: Consultancy Services for “To provide support in Energy Auditing in 12 Public Buildings”.

Dear Concern,
Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), GmbH Bangladesh is going to carry out an assignment concerned with Consultancy Services for “To provide support in Energy Auditing in 12 Public Buildings”.

Please note that GIZ is the implementation Agency for German International Cooperation commissioned by the Ministry of Economic Cooperation and Development of the Federal Republic of Germany, who received funds for the implementation of projects, to be executed with Governments of more than 130 countries all over the world

Should you be interested in implementing the tasks according to the Terms of Reference (ToR) attached herewith as Annex-01, we request you to submit a bid consisting of **Technical Offer** and **Financial Offer in separate folder** to be submitted at the GIZ-OFFICE, DHAKA official email address: BD_Quotation@giz.de within **10.06.2020 by 03:00 PM / 15:00 Hour.**

Please address your bid in the following manner:

Contract No.: 83352811
Contracts, Procurement & IT Unit
GIZ OFFICE, Dhaka/Bangladesh
Simpletree Anarkali (4th Floor)
Plot-3, Block - CWS(A)
89 Gulshan Avenue, Gulshan-2, Dhaka-1212.

Deutsche Gesellschaft für
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Registered offices
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Registered at
Local court (Amtsgericht)
Bonn, Germany
Registration no. HRB 18384
Local court (Amtsgericht)
Frankfurt am Main, Germany
Registration no. HRB 12394

Chair of the Supervisory Board
Martin Jäger, State Secretary

Management Board
Tanja Gönner (Chair)
Dr Christoph Beier
Thorsten Schäfer-Gümbel

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Detailed instructions of what information your bid should contain and how it should be presented are given in the attached Terms of Reference (ToR) & Bidding Conditions.

If you have any further questions in this connection, please contact at contract-bangladesh@giz.de at the GIZ-OFFICE, Dhaka. Please make sure that the questions are in written form, all bidders will be given equal treatment and the answers will be given to all bidders accordingly in written form.

Bids are to be submitted using the Two (02) –Folder procedure (in One [01] Folder technical offer and in another one (01) Folder financial offer in the given format that includes price for your inputs). Please see technical assessment criteria- (Attached herewith as Annex-4 to get an overview of information need to be filled. The Subject line shall be addressed to “**GIZ Procurement & Contract’s Unit**” and bear the remark “**To provide support in Energy Auditing in 12 Public Buildings**” Contract No.: 83352811.

All Copies of the bid must be submitted **by email** in letter form. The above formal requirements regarding envelopes and marking also apply to further copies, of the bid.

The bids received shall be evaluated by the GIZ with regard to their technical content and to their price.

After the final technical evaluation, only the price offers of bids will be opened and evaluated. The technical offer has a weighting of Technical (Technical Assessment): **70%**, the price offer (Financial Offer): **30%**. The following formula will be used:

$$\frac{\text{technical evaluation of bid} \times 70}{\text{technical evaluation of best bid}} + \frac{\text{most economical bid} \times 30}{\text{price of bid}}$$

Upon completion of the evaluation of the bids the bidders shall be priority rated. Contractual negotiations are generally commenced with the first (winning) bidder on the list. Should these negotiations not be successful, the second (2nd top most) bidder on the list shall be invited to commence negotiations.

Upon awarding the contract, the work is scheduled to be commenced on immediately. If you do not receive an order in writing within six (06) months of expiry of the deadline for bid submission, which specifies that your bid has not been accepted. You shall not receive separate notice to this effect.

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Yours truly,

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Claudia Theise
Head of Finance and Administration
GIZ-OFFICE, DHAKA
Bangladesh

.....
Md. Nafis Islam
Contracts Professional,
Contract, Procurement and IT Unit
GIZ-OFFICE, DHAKA

Annexes:

- Annex 01:** Terms of Reference (ToR)
Supporting: 1.1 Fact sheet 1.2 Public Buildings
- Annex 02:** Bidding Condition
- Annex 03:** General Terms & Conditions of Contracts.
- Annex 04:** Technical Assessment Grid
- Annex 05:** EOI
- Annex 06:** Proposed Financial Offer Format