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Your reference  
Our reference

08.07.2024

## Tender Announcement

Project Name: **Good Financial Governance in Georgia**  
Project Number: **23.2128.9-001.00**

Ladies and Gentlemen,

On behalf of the Federal Government of Germany, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is active in the development of German-Georgian cooperation.

We intend to award a contract to a **locally registered company** for the following services:

### **Preparation of cost-benefit analyse (CBA) of investment/capital projects in municipalities (PIM)**

Please see the attached Terms of Reference (Annex 1) for detailed information.

Should you be interested in implementing the tasks according to the Terms of Reference (Annex 1), we request that you submit a bid in printed form.

Please submit your bid no later than **19.07.2024 17:00** to the following address: **GIZ Office Tbilisi, Merani Business Center, 42 Rustaveli Ave. / 31 Griboedov Str. III Floor, 0108 Tbilisi**

The offer shall be submitted in **English**.

Offers submitted after the submission deadline will not be considered. Bids must be submitted in **GEL** (national currency), bids in other currencies will not be accepted.

Please consider that, since May 2013 according to the Art. 172, para. 5 of the Tax Code of Georgia GIZ enjoys tax exemption. (VAT, excise duty, import tax). Thus, the offered price should not include the given taxes, and this should be indicated in the offer.

Bids are to be submitted using the two-envelope procedure; i.e. **we request that you submit the price offer and technical offer in two separate, sealed envelopes**. Bids must be duly signed and stamped (if available).

Deutsche Gesellschaft für  
Internationale Zusammenarbeit (GIZ) GmbH

Registered offices  
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Registered at  
Local court (Amtsgericht)  
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Frankfurt am Main, Germany  
Registration no. HRB 12394

Chairperson of the Supervisory Board  
Jochen Flasbarth, State Secretary

Management Board  
Thorsten Schäfer-Gümbel (Chair)  
Ingrid-Gabriela Hoven (Vice-Chair)  
Anna Sophie Herken

**The envelope containing the technical offer must be labelled as follows:**

**1. Technical Offer**

From: [please note name, address, phone, e-mail of the Bidder]

For: Preparation of cost-benefit analyse (CBA) of investment/capital projects in municipalities (PIM)

<Tender Number: 83468822> <PN: 23.2128.9-001.00>

„confidential”

Addressed to: GIZ Tbilisi Office, Rustaveli 42 / Griboedov 31a 0108  
Tbilisi

**The envelope containing the price offer must be labelled as follows:**

**2. Price Offer**

From: [please note name, address, phone, e-mail of the Bidder]

For: Preparation of cost-benefit analyse (CBA) of investment/capital projects in municipalities (PIM)

<Tender Number: 83468822> <PN: 23.2128.9-001.00>

„confidential”

Addressed to: GIZ Tbilisi Office, Rustaveli 42 / Griboedov 31a 0108  
Tbilisi

If you have any further questions in the connection with the tender, please send your question using the Questions & Answers module on the web platforms <https://etenders.ge/> and <https://tenders.ge> no later than 2 days before the submission deadline. The Questions & Answers module is available to all interested parties.

In case of violation of the rules, your offer cannot be discussed.

The evaluation of the offers is scheduled to be completed by 25.07.2024. We will then contact only the selected candidate as soon as possible.

➤ **General scheme of bid evaluation**

The offers received will be evaluated according to both prices and content. After the technical evaluation (cf. Assessment Grid, Annex 2), the price offers of bidders will be opened and evaluated.

The expenses that are made in accordance with the Terms of Reference must be clearly and detailed shown in the price offer.

**In the final overall assessment, the technical offer has a weighting of 70%, the price offer of 30%.**

After that, the companies are given a ranking number based on the evaluation results. Contract negotiations will be initiated with the candidate with the best scores. If the negotiations are unsuccessful, negotiations will be conducted with the candidate in 2nd place.

➤ **Assessment Grid for the Technical Evaluation of Bids**

The technical offers should respond to the information given in Annex 1 (Terms of Reference). The technical offer may not include any price information. Criteria for the evaluation of technical offer are divided according to the predetermined weight coefficient. (See Annex 2).

➤ **General Conditions of Contract**

Please familiarize yourself with General Terms and Conditions of Contract (Annex 3). In the event of an award of contract, they will become an integral part of the contract.

Kind regards,  
Procurement Unit

Annexes:

1. Terms of Reference (ToR)
2. Assessment Grid for the Technical Evaluation of Bids
3. General Conditions of Contract
4. Price schedule
5. Feedback Management Guideline