giz Indonesia, ASEAN, Timor Leste

To

All interested bidders

Invitation to tender – RFP No. 91178028

Procurement of Workshop Materials for GIZ SASCI+ Project Lampung

Project no.:	**18.0128.1- 07.00.80**
Project title:	**SASCI+ Project Coffee Robusta Lampung**
Country:	**Indonesia**

Dear Sir/Madam,

You are kindly requested to submit a quotation for supply and delivery of **Procurement of Workshop Materials** for GIZ SASCI+ Project Coffee Robusta in Lampung.

The detail specification is set forth in the Technical Specification Form as attached.

Should you be interested in participating in this tender, please submit the quotation to **ID_Quotation@giz.de** at latest by **Wednesday, 01 May 2024**.

Any proposal arriving after the deadline will not be considered.

Please submit your quotation with subject: **Company Name #RFQ No. 91178028 Workshop Materials for GIZ SASCI+ Project Coffee Robusta Lampung.**

The documents submitted must be consist of:

1. **Technical Specification Form with signature and company stamp** – as attached**.**

2. **Bid Price Form** with signature and company stamp – as attached (**must be protected by password**).

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

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Registered at
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Registration no. HRB 12394

Chairperson of the Supervisory Board
Jochen Flasbarth, State Secretary

Management Board
Thorsten Schäfer-Gümbel (Chair)
Ingrid-Gabriela Hoven

3. **Signed the Self-Declaration of Source or Origin, annex 3**

4. **Signed the Declaration of Prevention Terrorism Compliance Embargoes, annex 4.**

Details please read terms & conditions as below:

TERMS & CONDITIONS	
Delivery Address	**GIZ Bandar Lampung Office** **Graha Sucofindo, 3rd Floor.** **Jl. Gatot Subroto no. 161** **Bandar Lampung 35228 – Indonesia** **+62 721 8031 008** **Contact Person: Bapak Rahmat Aminullah,** **+62 811 9730 0452.**
Delivery Date	**Please indicate your shortest delivery time, after the PO is release.**
Payment Term	approximately 30 days after goods and invoice received.
Currency	IDR (Indonesia Rupiah)
Taxes	All prices/rates quoted must be exclusive of all taxes, since GIZ including its subsidiary organs, is exempted from taxes. The Value Added Tax shall be exempted by BADORA, thus will takes around 2 – 3 months.
Validity of Quotation	**60 Days**
Bid Price Form and Technical Specification Form	Please fill in the Bid Price and Technical Specification and please put your company stamp. Please make sure the documents submitted consists of all information as requested. The Bid Price shall be protected by password to secure your document.
Sample of Product	As part of the evaluation process prior release the Purchase Order, GIZ will ask bidder to provide a sample of products based on the technical specification. The cost of sample is borne by the bidder (by signing the bid form, the bidder agrees that there

	is no additional charge for sample of product to GIZ as a buyer)
Quality Inspection	1. GIZ has the right to inspect the quality of the unit before receiving, provided that it gives notice of such intention at the latest when placing the written order. The quality inspection shall be conducted when the unit will be delivered. 2. Any defects shall be remedied by the bidder without delay at his/her/its own expense. 3. The quality inspection shall not in any way prejudice GIZ's warranty claims.
Language	All quotation documentation shall be in English
General Purchase Condition	Attached
Preliminary Examination – Completeness of quotation	**Partial bids is not permitted.** The bidder is not allowed to quote more than one item (options) with different price for one kind of item requested. The bidders who do not comply will be ruled out from the tender evaluation.
Evaluation of Quotation and award criteria	The Evaluation Committee will examine the quotation to determine whether they are complete and whether the offer complies with the Technical Requirement. Arithmetical errors will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of errors, its quotation will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail. Any offers which do not meet the requirements will be rejected. The PO will be awarded to the bidder that offers the lowest priced and /or pass technical qualifications.

Goods Packing and Marking	1. The Seller is responsible for the proper packing with consideration being given to the respective mode of shipment and bears the burden of evidence for this. GIZ will assume packing costs and other incidental costs only if this has been expressly agreed. 2. The type of packing must be suitable for the goods being transported, taking into account the mode of shipment used; it must be as environmentally-friendly as possible, appropriate for the climatic conditions and satisfy the legal requirements in the destination and transit countries. 3. Hazardous goods must be packed and marked in accordance with the laws and regulations applicable to the means of transport in question. 4. Packages shall be marked as directed by GIZ or GIZ's forwarding agent, without specific indication of their content or the company from which they come, and must comply with the regulations of the destination and transit countries. Each package is to be marked at least on two opposite sides, in accordance with GIZ's shipping instructions, with the gross and net weights, external dimensions and, where appropriate, with symbols for fragile goods, hook attachment points, indications of Centre of gravity and potential dangers. 5. The Seller is liable for damage attributable to inadequate or defective packing or marking. 6. The forwarding agents contracted by GIZ are instructed to refuse to accept packages which do not comply with the above conditions, or to arrange for the shortcomings to be remedied at the Seller's expense.

If you have any further questions in this tender, please send an email to CP-Indonesia@giz.de, cc to siti.amaliah@giz.de and lidya.jata@giz.de within the period **15 – 30.04.2024**. The queries will be answered by E-mail.

Thank you very much for your kind attention. Kindly looking forward to hearing from you.

Yours truly,
Contract and Procurement Unit

Deutsche Gesellschaft für
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Annexes

1. Technical Specification Form
2. Bid Price Form
3. Self-Declaration of Source or Origin
4. Declaration of Prevention Terrorism Compliance Embargoes
5. Vendor Data Profile
6. Invoicing Instruction Procurement of Goods 2024
7. General Terms & Conditions