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**Calling for expression of interest**

**Tender package 83479225**

**Qualified consultant to perform language review and editing**

**in British-English language on publications, and content RELATED TO FORESTS**

As a federally owned enterprise, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH supports the German Government in achieving its objectives in the field of international cooperation for sustainable development. On behalf of the German Government, GIZ provides advisory services to the Vietnamese Government in four priority areas: (1) Vocational training, (2) Environmental, (3) Energy, and (4) Sustainable Economic Development. For further information, please visit [www.giz.de/viet-nam](http://www.giz.de/viet-nam).

On behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ), GIZ is implementing the “Upscaling of Sustainable Forest Management and Certification” project (short: SFM project) and the “Support for the Implementation of the FLEGT VPA” project (short: VPA FLEGT project).

In the context of the Vietnamese German technical cooperation, two forestry projects were launched in 2022. The “Upscaling of Sustainable Forest Management and Certification” project (short: SFM project) will support Viet Nam in its transition to sustainable, climate-friendly forest management. The “Support for the Implementation of the FLEGT VPA” project (short: VPA FLEGT project) aims to strengthen Forest Law Enforcement, Governance and Trade (FLEGT) by facilitating the implementation of Voluntary Partnership Agreements (VPAs) between the EU and Viet Nam.

The two sister projects will contribute to achieving Vietnam's greenhouse gas emissions reduction commitments under the Paris Agreement and promote green economic growth through sourcing and trade in legal timber. Viet Nam is one of the world’s largest exporters of timber products and the government has committed to maintaining its current forest cover, which stands at 42% of the country’s total land area. Both projects are commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ) and will be implemented jointly by GIZ and the Vietnamese Ministry of Agriculture and Rural Development (MARD).

On behalf of the SFM and VPA FLEGT projects, the GIZ Office Hanoi is conducting an **open tender** **without negotiation** to seek qualified Individual Local Consultant (here after called as LC) for the assignment:

1. Tentative duration: from February 2025 to September 2025
2. Place of assignment: home-based
3. Quantity: estimated pages would be 964 pages in total
4. Requirements: The selected consultant is expected to meet the following 3 Parts:

**Part 1: British English proficiency**

* Being a British English native speaker with a strong command of the British English language used in professional contexts;
* LCs have Work permit or Work permit exemption in Vietnam;
* LCs have Residence card in Vietnam;
* LCs have Bank account in Vietnam.

If the LCs are not British English native speaker, they must have evidence proving that they possess British English proficiency equal to a native speaker (for example IELTS – at least 8.0 overall and 8.0 for writing skill, TOEFL iBT – at least 110 overall and 28 writing skill, advanced TESOL certificate, relevant linguistics certificate, etc.)

**Part 2: Qualifications**

* Bachelor’s degree in English language, media and communication, journalism, forestry, or relevant fields;
* 05 years of experience proofreading and editing English usage products;
* 02 years of experience working for clients in the development cooperation sector from government offices, international NGOs, or international organisations;
* 02 years of experience proofreading and editing English usage of products on the topics of environment, forestry or biodiversity.

**Part 3: Test exercises of approximately 33 pages of 350 words/page**

Providing 3 high-quality samples of texts that were edited by the LCs with track changes, clearly showing your reviews and edits. The samples include:  
- 01 social media post  
- 01 technical report  
- 01 policy brief

**If you are interested in this tender, please send email to** [**Question-from-bidder-PoS-VN@giz.de**](mailto:Question-from-bidder-PoS-VN@giz.de) **before 22.12.2024 to receive tender documents.**

**Interested LCs are requested to prepare the following documents in English:**

1. Technical proposal:

* Your CVs and other required relevant documents/certificates.
* Edited 03 texts with track changes for provided test exercises.

1. Financial proposal: Calculate your financial bid exactly in line with the Quantitative requirements specified in the TOR.

**Cost of preparing the bid:** No remuneration will be granted for the preparation of the bid and the documents to be attached thereto.

GIZ is obliged to ensure the confidentiality of all bidding documents submitted.

**Important notes:**

1. Request of tender documents to be sent to [Question-from-bidder-PoS-VN@giz.de](mailto:Question-from-bidder-PoS-VN@giz.de) before 20.12.2024.
2. Related questions to be sent to [Question-from-bidder-PoS-VN@giz.de](mailto:Question-from-bidder-PoS-VN@giz.de) before 30.12.2024.
3. Bid documents to be sent to [VN\_PoS\_Quotation@giz.de](mailto:VN_PoS_Quotation@giz.de) before 5 PM on 12.01.2025. When submitting bidding documents for this tender, the bidder declares that she/he has read, understood, accepted and agreed with all information and conditions listed in the provided tender dossier.
4. Sending documents to wrong email address will lead to disqualification of the LCs.
5. For data protection and information security reason: In case the total volume of your bids is below 10 MB, you can attach them directly in the email sent to us. In case the total volume of your bids is above 10 MB, the files must be sent via GIZ filetransfer system. Guidance on how to use filetransfer will be provided. Files sent via other applications/systems such as Google drive, dropbox…will not be accepted.