

**To whom it may concern**

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Your reference  
Our reference 83467444  
Email: [betty.madingwaneng@giz.de](mailto:betty.madingwaneng@giz.de)  
Date: 10.07.2024

**Reference no.: 83467444**  
**Processing no.: 22.2042.4-001.00**  
**Project title: Digital Skills for Jobs and Income (DS4JI)**  
**Country: The Republic of South Africa**

Deutsche Gesellschaft für  
Internationale Zusammenarbeit (GIZ) GmbH

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Dear Sir/Madam,

E [info@giz.de](mailto:info@giz.de)  
I [www.giz.de](http://www.giz.de)

Thank you for showing interest in the above-mentioned tender. Queries received and clarity/responses are below:

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

Chairman of the Supervisory Board  
Jochen Flasbarth, State Secretary

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

	Query	Response
1	The hybrid sessions (in-person participants) will GIZ provide the conference rooms and technical tools required for the facilitation or will we have to incorporate into our budget?	<b>Hybrid Sessions (In-Person Participants):</b> GIZ will provide the conference rooms equipped with the necessary technical tools for conducting hybrid sessions. These facilities will be available at the GIZ office at Hatfield, Pretoria, ensuring that you do not need to incorporate room and basic technical tools costs into your budget.
2	The hybrid sessions (remote participants) Costing for Digital tools (gamification, VR, subscription for digital tools etc) used and Platform for engagement (Zoom, Teams, e-learning platform) for participants will this be	<b>Hybrid Sessions (Remote Participants):</b> For remote participation, GIZ primarily uses Microsoft Teams. Invitations and access to these sessions will be facilitated by GIZ and its partners. Should you wish to employ specific facilitation tools such as Miro, Mural, or

	provided by GIZ or would we have to factor into our costs?	Microsoft Whiteboard that require subscriptions or licensing, please include these costs in your proposal, as these are not covered by GIZ.
3	Who are the internal and external partners?	<b>Internal and External Partners:</b> The internal partners include colleagues from project and cluster levels within GIZ. External partners encompass a range of stakeholders including public institutions, the private sector, training providers, and non-governmental organizations (NGOs), all pivotal to the project's implementation
4	Assumption: the circular / content will be provided by GIZ?	<b>Provision of Circular/Content:</b> Yes, GIZ will provide all necessary circulars and content required for the sessions. This material will support the structured delivery of sessions and ensure consistency across all facilitated interactions.
5	Please advise on the submission of the tender form and the requested compliance documents. Would this be submitted with the technical and price proposal on the 21 <sup>st</sup> July?	Yes, all documents should be submitted by 21 July 2024

Please do not include your price proposal for this measure in your technical proposal. Should you include your price proposal in your technical proposal for this measure your bid will be disqualified hence the request to separate the two.

Kind regards  
Procurement Team