

## INVITATION TO BID

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a German federal enterprise that supports international cooperation for sustainable development in developing countries worldwide. Through our work, we assist people and societies in shaping their own future and improving living conditions. GIZ Office Manila invites eligible suppliers to bid for the procurement and delivery of the following:

### Procurement of IT equipment

1. **Server and Storage**
2. **UPS**
3. **Router**
4. **Switch**
5. **Access points**

Delivery of the items should be on or before November 4, 2024.

- All interested suppliers/vendors can send their bid following the below prescribed conditions.
- Interested supplier must email GIZ Office Manila at [PH\\_Quotation@giz.de](mailto:PH_Quotation@giz.de) with the subject line: **"Inquiry for order no. 91183796\_IT Equipment"** to get the following documents/forms/annexes.
  - Detailed Specification of the items
  - Delivery addresses per LGU
  - BIR Ruling
  - General Purchase Conditions
  - Company Data Sheet (this must be fill out and be submitted to GIZ including your proposal)
  - Compliance Annexes on EU sanctions against Russia/Belarus/Crimea
  - Self-declaration to determine the origin or source of the goods offered (this must be fill out and be submitted to GIZ including your proposal)
- **Payment terms will be within 15 days after Invoice date.**

### Submission deadline and labelling of bids:

Should you be interested we kindly ask you to submit your bid consisting of the following.

### A. Commercial Eligibility Requirements:

#### Minimum Eligibility Requirements

1. Business Registration Certificates
  - SEC Registration or equivalent legal document
  - BIR Registration
  - Valid Business Permit
2. Self-declaration to determine the origin or source of the goods offered (this must be fill out and be submitted to GIZ including your proposal)
3. Filled out Company Data Sheet

### B. Proposal

1. Bid proposal. (Your proposal must be in Philippine Pesos (NET of VAT). GIZ is a Zero-rated VAT entity.)

**Your Commercial Eligibility Requirements & Proposals must be sent via email thru: [PH\\_Quotation@giz.de](mailto:PH_Quotation@giz.de)** (No CC!)

**EMAIL SUBJECT MATTER: 91183796 IT Equipment 28 October 2024**

*Note: (Please indicate which lot/s with CN/s you are applying for, a supplier may apply for either or all lots.)*

**DEADLINE FOR BID SUBMISSION: 91183796 IT Equipment 28 October 2024**

For confirmation of receipt of RFQ and for any inquiries related to the tender, send email at: [PH\\_Quotation@giz.de](mailto:PH_Quotation@giz.de) (No CC!) Inquiries related to the bid shall only be entertained until **24 October 2024**

### Strictly take note of the following bidding procedures:

**Please strictly NO MULTIPLE PROPOSAL! NO OPTIONS! SUBMIT YOUR BEST OFFER!**

By participating in this tender, the bidder agrees to read and abide by GIZ's General Purchase Conditions as of October 2023 and GIZ Code of Conduct as of June 2024  
GIZ General Purchase Conditions: <http://www.giz.de/en/downloads/giz2021-en-aeb-2021.pdf> GIZ Code of Conduct:  
[http://www.giz.de/en/aboutgiz/code\\_of\\_conduct.html](http://www.giz.de/en/aboutgiz/code_of_conduct.html)  
GIZ does not charge bidding fees.