

giz Office Yerevan

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GIZ Office Yerevan**

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Your reference
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07 January 2025

Deutsche Gesellschaft für
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Chairperson of the Supervisory Board
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Transaction number: 83480679
Processing no.: 23.2132.1-001.00
**Project name: Private Sector Development and
Technical Vocational Education and
Training South Caucasus (PSD TVET)**

**Contract title: Drafting of VET College Charters in
accordance with the new VET law**
Country: Republic of Armenia

Dear Sir/Madam,

We intend to award a contract to a local company for **Drafting of VET College Charters in accordance with the new VET law**. The detailed Terms of Reference (ToR) of the assignment in English is attached to this Call for Proposals.

If you are awarded the contract, you are not excluded from bidding for the implementation of the following project phase. However, a prerequisite for participation in a subsequent tender is that you do not

benefit from your involvement in the previous contract and that the equal treatment of all bidders is ensured.

Submission deadline

If you are interested in performing this work, please submit a bid in accordance with the GIZ bidding conditions described below till **21.01.2025, 17:00** (date of receipt at GIZ). Proposals received after the deadline will not be considered.

Your bid should be submitted electronically.

Electronical offer

Your bid, comprising the technical offer (the CV of the expert and relevant reports) and the financial offer (signed document, including the number of working days) must be clearly marked as such, and submitted as **two separate emails**. Please send your bid to AM.Quotation@giz.de with the following subject line:

- For technical offer with the subject line: **83480679
Technical Offer**
- For financial offer with the subject line: **83480679
Financial Offer**

All documents must be submitted in PDF format. Please do not put any other recipient in copy.

The **technical offer** must always be separate from the **financial offer**. **Technical and Financial offers should be submitted in English language.**

Financial offer

The proposal package is to be submitted in AMD.

The payment will be made in AMD. **The Tax Identification Number of GIZ is: 02898241(VAT-0).**

Procedural questions

Please address any commercial, technical and procedural questions at an early stage. Questions will be answered if they are received at the latest two working days before the closing of the tender. Questions must be raised *in writing by email only* to:

Mrs. Kristine Ghambaryan

email: kristine.ghambaryan@giz.de

Evaluation of Offer

We will evaluate the technical and price information in the received bids (see Assessment Grid).

After the technical evaluation, only the price offers of bids with more than 500 points will be opened and evaluated. Technical offers below 500 points will be considered as technical not acceptable. The technical offer has a weighting of T: 70%, the price offer F: 30%. The following formula will be used:

$$\frac{\text{technical evaluation of bid} \times T}{\text{technical evaluation of best bid}} + \frac{\text{most economical bid} \times F}{\text{price of bid}}$$

The final result is an overall ranking, headed by the most cost-effective bid. Contract negotiations will be initiated on the basis of this overall ranking.

Yours faithfully,

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Procurement and Contracting Division
(electronically mailed without signature)

Annexes

1. General Terms of Contract
2. Terms of Reference
3. Assessment Grid