

giz Office Tbilisi

Transaction number: 83431119
Project processing number: 03.9207.6-001.00
Project: GIZ Office Georgia
Country: Georgia

Works/services tendered: Framework Contract for
Ticketing and Transport services
Procedure type: Public invitation to tender

Invitation to submit a tender

Dear Sir/Madam,

Thank you for your interest in this procurement procedure.

On behalf of the Federal Government of Germany, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is active in the development of German-Georgian cooperation.

We intend to award a contract to a **locally registered company** for the following services:

Travel Agency Services for airplane and train ticketing, the organisation of airport/train station transfers and the organisation of ground transportation by bus.

Please see the attached Terms of Reference (Annex 3) for detailed information.

Please submit your tender documents no later than **10.03.2023 17:00 o'clock** to the following address:

GIZ Tbilisi Office, Rustaveli 42 / Griboedov 31a 0108 Tbilisi, III floor.

The Bid(s) must reach the specified address, before expiry of the submission deadline.

Bids are to be submitted using the two-envelope procedure; i.e. we request that you submit the prices offer and technical offer in two separate, sealed envelopes. Bids must be duly signed and stamped (if available).

Details of our submission requirements are explained in this letter and in the requirements for application included with the procurement

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22.02.2023

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Jochen Flasbarth, State Secretary

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Thorsten Schäfer-Gümbel (Chair)
Ingrid-Gabriela Hoven

Commerzbank AG Frankfurt am Main
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documents. Please note that this is an 'open procedure' and that there will therefore be **no negotiations**.

Within the framework of the basic project described in the terms of reference, GIZ reserves the right to award contracts for additional services of a comparable scope to the successful tenderer in this procedure by means of a limited invitation to tender without a competitive tender or to enter into a follow-on contract pursuant to the criteria listed in the terms of reference and the other procurement documents.

The envelope containing the technical offer must be labelled as follows:

1. Technical Offer

From: [please note name, address, phone, e-mail of the Bidder]

For: Ticketing and Transport services

<Tender Number: 83431119> <PN: 03.9207.6-001.00>

„confidential”

Addressed to: GIZ Tbilisi Office, Rustaveli 42 / Griboedov 31a 0108
Tbilisi

The envelope containing the price offer must be labelled as follows:

2. Price Offer

From: [please note name, address, phone, e-mail of the Bidder]

For: Ticketing and Transport services

<Tender Number: 83431119> <PN: 03.9207.6-001.00>

„confidential”

Addressed to: GIZ Tbilisi Office, Rustaveli 42 / Griboedov 31a 0108
Tbilisi

Please submit your tender in English in accordance with the requirements stipulated in the procurement documents.

Planned schedule for the rest of the procurement procedure:

Information to tenderers about result of tender evaluation	20.03.2023
Award of contract	20.03.2023
Commencement of service delivery	01.04.2023
Your tender will remain legally binding up to	31.03.2023

Questions

Deadline for submission of questions: 08.03.2023 23:59

Please raise any commercial, technical or procedural questions promptly, and no later than the deadline for submission of queries specified on above. Questions can only be submitted electronically, using Question and Answer module on tender platforms either *tenders.ge* or *etenders.ge*. Non-compliance may result in your tender not being considered.

Our requirements for application and other procurement documents, which are listed in the annex below, also apply.

Yours sincerely,

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH
GIZ Office Tiflis

Procurement and Contracting Unit

(sent electronically without signature)

Annexes

1. Requirements for application for the award of contracts for services and work above the EU threshold (local 2022)
2. General Terms and Conditions of Contract (local terms and conditions) for supplying services and work on behalf of GIZ
3. Terms of reference
4. Self-declaration of eligibility for Public invitation to tender
5. Grid for assessing the eligibility of candidates/tenderers
6. Grid for the technical assessment of tenders
7. Price schedule