

CONSULTANCY SERVICES FOR A SERIES OF WORKSHOPS FOR 20 ENTREPRENEURS AND MSMEs FROM THE SUDANESE DIASPORA WITH THE OBJECTIVE TO SUPPORT THEM WITH THE INTEGRATION INTO THE UGANDAN ENTREPRENEURIAL ECOSYSTEM

TENDER REFERENCE NO: 83476141

Name of Project: Structural Strengthening of Employment Promotion and Vocational Training and Apprenticeship in Sudan (SEPVA).

1. Background

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is the German federal company for technical cooperation and has been operating in Uganda since 1964 to promote sustainable development on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ). GIZ Uganda through "Structural Strengthening of Employment Promotion and Vocational Training and Apprenticeship in Sudan" (SEPVA) invites bids from competent and eligible firms for this tender.

2. Eligibility Criteria

Qualified and experienced companies that are duly registered and operating in Uganda are encouraged to apply. Interested companies can also apply as a registered consortium with one company acting as a lead agency.

Bidders are requested to submit their URSB certificate of filing Annual Returns and MEMARTS (Memorandum and Article of Association) as additional eligibility documents. As well as their trading licence, Tax clearance certificate addressed to GIZ, Power of Attorney documents and a letter of bid validity.

3. Request for Bidding/Tendering Documents and detailed Terms of Reference

Interested and eligible bidders shall obtain detailed bidding/tendering documents in soft copy form only. Submit your request for bidding/ tendering documents by email to Procurement-giz-uganda@giz.de starting from the date of first publication of tender. Please indicate in the subject tender reference number: **83476141- Entrepreneurial Ecosystem**

4. Request for clarifications on bidding documents/ specification/terms and condition of the tender

All requests for clarifications to this tendering process shall be shared in writing and should be addressed to GIZ Uganda via email Procurement-giz-uganda@giz.de at least 5 days prior to the bid submission deadline. Please indicate in the subject tender reference number: **83476141- Entrepreneurial Ecosystem.**

5. **Bids/ Offers Submission Deadline date and time**
Interested bidders should submit their bids/offers electronically by **Monday 18.11.2024 at 4.00pm (EAT)** to UG_Quotation@giz.de indicating in the subject the tender reference number: **83476141- Entrepreneurial Ecosystem.**

6. Key Notes

- Failure to indicate the tender reference number in the subject may disqualify your offer directly as it may fail to be received in the tender box.
- Late submissions will not be accepted.
- Only bids submitted to UG_Quotation@giz.de are acceptable.
- Bids submitted with GIZ staff or other GIZ emails in copy shall be rejected.
- You should have priced offer in PDF. Do not encrypt offers since they may be incompatible with GIZ software.
- Use One email for submitting the technical proposal and another email for Financial Proposal.
- Only use GIZ's file transfer service at <https://filetransfer.giz.de/> for submitting documents that exceed the default mail size of 30 MB. Using other forms of file transfer disqualifies your offer.
- Should you use the file transfer in (g) above, ensure you submit the password before the bid submission deadline date and time. Failure to provide the password, your offer cannot be opened and will be disqualification automatically.
- The financial offer should be submitted in Uganda Shillings.
- Failure to follow any of the above instructions may result in your offer being encrypted and/or rejected.

GIZ reserves the right to cancel this process at any stage without informing the providers and without any obligation to refund the providers who will have participated in this tender process.

Disclaimer: GIZ DOES NOT charge any kind of FEE(s) at whichever stage of the tendering process.