

Terms of reference (ToRs) for the procurement of services below the EU threshold

National Guidance Document for Disaster Resilient E-bus Depots	Project number/ cost centre: P.20.2277.0-001.00
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0. List of abbreviations	2
1. Context.....	3
2. Tasks to be performed by the contractor	4
3. Concept.....	8
Technical-methodological concept	8
Further requirements.....	9
Project management of the contractor.....	9
4. Criteria for Eligibility of firms	10
4A. Personnel concept.....	10
Team leader	10
Expert 1.....	11
Expert 2.....	12
Short-term expert pool with maximum two members	12
5. Costing requirements	13
Assignment of personnel	13
Travel.....	13
Workshops, training.....	13
Other costs.....	14
6. Inputs of GIZ or other actors	14
7. Requirements on the format of the bid	14

0. List of abbreviations

AVB	General Terms and Conditions of Contract (AVB) for supplying services and work 2018
ToRs	Terms of reference

1. Context

Sustainable Urban Mobility- Air Quality, Climate Action and Accessibility (SUM-ACA) is implemented by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH and the Ministry of Housing and Urban Affairs (MoHUA), commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ). The project objective is to enable national, state, and municipal institutions to promote climate and environmentally friendly, low emission and socially balanced urban mobility system. The project is part of the Green Urban Mobility Partnership between Germany and India.

As a programme mandate, under SUM-ACA various urban transport plans, programs and measures shall be undertaken for four partner states Kerala (Cities: Kochi & Trivandrum), Karnataka (Cities: Hubli-Dharwad & Mysore), Orissa (Bhubaneswar, Rourkela) and Gujarat (Surat & Rajkot) on state level and at National level as well. Few of larger initiatives planned at national and city level are as follows:

- National Level Capacity Building and Training Initiatives in Urban Transport
- Digital reforms in Urban Transport sector in partner states and cities.
- Integrated mobility planning for enhancing better user experience at city level

Disasters, whether natural or human induced, pose significant challenges to the functioning and sustainability of various infrastructural systems and can disrupt and damage critical public services and infrastructure. Transportation acts as the fundamental framework of urban connectivity, facilitating people's access to work and essential services and failure to design public transportation services and infrastructure to be disaster-resilient can lead to prolonged interruptions in service during hazardous events and disasters, thereby impeding the movement of people and hindering economic, social and relief operations. The Indian government has ambitious objectives for electrifying its transportation sector, particularly its public bus fleet, and has implemented initiatives and policies such as the National Electric Mobility Mission Plan (NEMMP) and FAME to accelerate the adoption of electric vehicles.

The growing shift towards electric buses underscores the importance of strategic planning and the development of disaster-resilient e-bus systems including resilient bus depots and resilient grid supplying power to the depots. The demand for high-voltage charging infrastructure and the elevated fire hazards associated with batteries, grid disruptions compounded by the diverse array of natural calamities like floods, cyclones, storms etc. prevalent across India's geographical regions threaten the smooth functioning of urban e-bus systems.

The primary technology fuelling electric buses is the lithium-ion (Li-ion) battery, and these batteries bring about fresh fire safety risks to the transport sector. If they become damaged in any way – through overcharging, mechanical failure, physical impact, or overvoltage, for example – the fire safety consequences can be severe. In events of catching fire, e-vehicles burn with more heat and longer as the battery can reignite after having been extinguished. Additionally, there is a danger of emission of various toxic gases, among which is hydrogen fluoride that can cause severe damage to both the skin and the respiratory tract (Kebler et.al). Although electric battery fires are much less common than traditional combustion engine fires, when they do occur, they can be highly dangerous. In Mumbai 2 incidents of fire in electric AC buses were reported within 3 months between June and September 2023 at Malvani depot while the batteries were being charged (Times of India, 2023). An electric bus of the TSRTC went up in flames while it was on charging mode at the Cantonment Depot near Jubilee Bus Station in Hyderabad in February 2022 (Deccan chronicle, 2022).

Charging electric vehicles (EVs) involves working with high voltage electrical systems, which poses various risks if not handled properly. The chargers vary in voltage from 208/240 volts to 480 volts to as high as 1000 volts these days. High voltage systems in EVs can deliver a lethal electric shock if not properly insulated or if safety protocols are not followed during maintenance or repairs. Arc flash incidents can occur if there is a sudden release of electrical energy due to a fault in the system. This can cause severe burns, fires, and damage to equipment. High voltage systems can pose a fire hazard if there are faults in the charging infrastructure, such as overheating of cables, connectors, or charging equipment.

Floodwaters can infiltrate depot facilities, causing damage to critical infrastructure like charging stations, electrical systems, and the depot's physical structure. This damage can lead to operational downtime and safety hazards for both personnel and vehicles. Additionally, floods can impede the movement of buses within the depot, further exacerbating service disruptions. Earthquakes and Storms on the other hand can result in structural damage, compromising the integrity of depot buildings and essential infrastructure. Damage to charging equipment and electrical systems can disrupt the recharging process and hinder fleet operations.

E-bus depots typically require a dedicated substation connected to the medium/high-voltage grid. Any disruptions in the substation and feeder network to the depot subsequently cause disruptions in operations at the e-bus depots particularly concerning charging. Technological hazards or natural disasters such as floods and cyclones can also inflict damage upon these vital infrastructures. Hence, ensuring the resilience of an e-bus depot against such challenges mandates following measures to ensure the capability of the feeder network in withstanding potential disasters.

Considering the diverse risks associated with e-bus operations, it is essential to implement thorough disaster and hazard management protocols for e-bus depots. The German Society for International Cooperation (GIZ) under SUM-ACA project is undertaking the development of a National Guidance Document for Disaster Resilient E-bus depots emphasizing *prevention, preparedness, response, adaptation* including measures for risk reduction, protocol establishment, and the implementation of robust response mechanisms. This effort involves crafting contingency plans, defining procedural frameworks for disaster readiness, establishing mechanisms for interdepartmental synergies, and conducting training sessions to empower personnel with the necessary skills to manage hazards proficiently.

2. Tasks to be performed by the contractor

As an outcome the contractor is required to prepare a guidance document for planning disaster resilient e-bus depot and its substation and feeder network covering the 4 aspects:

- i. **Prevention:** Involving suggesting - frameworks and tools for carrying out risk assessment and hazard mapping, methods of establishing timely warning systems, and utilisation of forecasting mechanisms to avoid risks.
- ii. **Preparedness:** Including suggesting mitigation measures for various disasters, training procedures for staff and stakeholders, frameworks for developing inter-departmental collaborations etc.
- iii. **Response:** Including development of standard operating procedures, emergency response procedures including evacuation plans, emergency communication protocols, and protocols for shutting down or securing equipment, protocols for interdepartmental operations.

- iv. **Adaptation:** Consisting of establishing reporting mechanisms to document the impact of the disasters and assess the gaps in disaster management in the event of disasters which can be used to update the protocols for future events.

The contractor is responsible for providing the following services:

A. Preliminary Research and Current-state assessment

The contractor will draft a plan to carry out initial research and current state assessment in discussion with SUM-ACA team and subsequently is required to:

- Identify the potential risks and natural, technological, and human induced hazards/ disasters in India across various geographies that can cause disruptions in the operations of e-bus depots.
- Review of the relevant documents in e-bus depot disaster management including disaster management plans, transport disaster management policies and plans at national and state level, existing procedures for bus depot and e-bus transport management, frameworks for development of resilient transport infrastructure etc.
- Identification of stakeholders and mapping of their roles and responsibilities including IMD, National, State and City Disaster management Cell, Disaster response Teams etc. Understand the general workflow of stakeholders and identify any standard operating procedures if they exist for disaster management of e-bus transport systems and electricity feeder network.
- Review the existing early warning systems and response mechanisms for various disasters and identify any gaps and potential for improvements.
- Study of any material, standards, manuals, documents relevant to understanding the current state of disaster management measures in e-bus depots in India.
- Highlight any previous incidents or vulnerabilities that necessitate the development of a comprehensive disaster management plan.
- Study best practices across the globe adopted to develop disaster resilient e-bus depots, institutional strengthening and interdepartmental collaborations undertaken to ensure effective emergency response to disasters, standard operating procedures developed etc. Provide case studies of disaster management plans developed for e-bus depots across globe on city, state, +or national level.

Deliverable: 15–20-page report highlighting the current procedures of disaster management for e-bus depots and the gaps, challenges that need to be addressed. Also, provide 5 case studies of best practices across globe.

B. Development of framework for risk assessment and hazard mapping and methodology for vulnerability mapping

- Identify and prepare a list of the hazards that are specifically high risks in case of e-bus depots across all geographies like fire, high voltage related hazards etc. and natural disasters that are potential risk to e-bus depots across different geographical regions in India.
- Develop a framework for undertaking city level comprehensive risk assessment, vulnerability analysis and hazard mapping of potential hazards and disasters affecting

e-bus depot and its substations and feeder network, including but not limited to natural disasters (e.g., earthquakes, floods, storms, technological hazards (e.g., fires, electrical failures) and human-induced hazards (e.g., accidents, sabotage).

- Develop a methodology for mapping the e-bus depots and its feeder network as per high, medium and low risk.

Deliverable: 25–30-page document consisting of the list, framework and methodology

C. Preparation of Comprehensive Disaster Management Guide Document

The contractor is required to develop a national guidance document for Disaster Management of e-bus depots that can be used by cities to implement measures to make the depots disaster resilient. The document should cover 3 stages of disaster before, during and after.

i. Pre-Disaster Planning

- Provide recommendations for future infrastructure creation and on changes required in existing e-bus depot and distribution infrastructure in disaster prone areas (for e.g., in flood prone areas - land use planning and relocating e-bus depots and major electrical infrastructure including substation outside flood-prone areas, minimum elevation required for LT Feeder box and DTs, strengthening electric poles and respective civil foundations.)
- Recommend design measures for disaster resilient infrastructure in e-bus depots for eg:
 - Provision and installation of disaster protection systems like fire suppression systems, extinguishers or electrical protection systems etc.
 - positioning charging infrastructure on platforms to avoid electrical failures or risk of electrocution or providing flood walls in depots located in flood prone areas
 - ensuring earthquake resistant structures in depots in earthquake prone areas.
- Prepare institutional mapping of personnel responsibility, coordination, and reporting chart at various levels.
- Develop standard operating procedures for depot disaster management team for pre-disaster preparation activities. The detailed list of activities, each activities checklist evaluation and reporting the status of each activity to the relevant disaster management hierarchy should be presented in this context.
- Suggest digital technology for effective disaster management planning (for eg. flood monitoring, drone surveillance etc.) and create a blueprint for setting up IT based Decision Support System

ii. During Disaster Planning

- Develop protocols for staff personnel for operations in events of disasters. This should include detailed mapping of personnel responsibilities and procedures for operations in case of different hazards or disasters.
- Develop guidelines on planning and estimation of resources and inventory (e.g., additional inventory, testing tools mounted transportation, boats, safety kits) required

for power restoration after a disaster. The con is also requested to share the detailed list of equipment/resources required.

- Develop guidelines for preparation of contingency plans for maintaining essential services, such as power supply and communication, during disasters.
- Suggest strategies for designating assembly points, evacuation routes, and emergency shelters for personnel while designing the e-bus depots.
- Provide recommendations for establishing interdepartmental coordination between depot and city level disaster management and response and recovery teams. Develop communication and emergency response protocols and channels for disseminating information and coordinating response efforts internally and externally with relevant stakeholders, including local authorities, emergency services, and neighbouring businesses.

iii. Post Disaster

- Develop a reporting mechanism for documenting the impact of disaster and assessing the disaster preparedness of the e-bus depots.
- Provide recommendations for post disaster recovery and restoration of operations to normal functioning.
- Develop mandatory testing and maintenance guidelines for e-bus depots post disasters.

**Deliverable: A) National guidance document for disaster management of e-bus depots
B) Standard Operating Procedures for e-bus depot staff pre, during and post disasters.**

D. Implementing a Disaster Resilient Infrastructure plan for a depot within one of the SUAMCA partner cities in accordance with the national guidebook developed.

- The contractor is required to select a SUAMCA city (with the methodology for selection to be discussed with GIZ beforehand). They will then develop a detailed disaster-resilient infrastructure plan based on the guidance document.
- The contractor shall visit all four states to document existing practices.

E. Training of Staff Personnel

- Identify and assess the training needs for hazard and disaster management of various staff personnel of e-bus depots.
- Develop training material and tutorial videos to educate staff on mitigation and preparedness, response, and recovery from hazards. This should include training them on the standard operating procedures to avoid technological hazards, measures to avoid any human induced hazards etc.
- Develop procedures for conducting drills to ensure personnel are sufficiently prepared to effectively implement the disaster management plan.
- Conducting one national and two city-level workshops to disseminate lessons to depot staff, mid-management, and senior professionals. Workshop locations will be determined in collaboration with GIZ.
- Create a training module for practice that can be shared with an international audience through webinars or self-learning modules.

Deliverable: Training material documents and tutorial videos for depot staff training

Certain milestones, as laid out in the table below, are to be achieved by certain dates during the contract term, and at locations:

Milestone	Deadline/place/person responsible
Inception Report and Research Proposal Plan	M +10 days
Preliminary Research Document – 15-20 pages	M + 40 days
Framework for risk assessment and hazard mapping and methodology for vulnerability mapping – 25-30 pages	M + 85 days
National guidance document for disaster management of e-bus depots	M + 180 days
Standard Operating Procedures for e-bus depot staff pre, during and post disasters	M + 220 days
detailed disaster-resilient infrastructure plan for city based on the guidance document	M + 260 days
Training Material and Tutorial Videos	M + 300 days

M= Date of Award of Contract

Period of assignment: From July, 2024 until 15th March 2025.

3. Concept

In the bid, the bidder is required to show how the objectives defined in Chapter 2 are to be achieved, if applicable under consideration of further specific method-related requirements (technical-methodological concept). In addition, the bidder must describe the project management system for service provision.

Technical-methodological concept

Strategy: The bidder is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1). Following this, the bidder presents and justifies the strategy with which it intends to provide the services for which it is responsible (see Chapter 2).

The bidder is required to present the actors relevant for the services for which it is responsible and describe the **cooperation** with them.

The bidder is required to present and explain its approach to **steering** the measures with the project partners and its contribution to the results-based monitoring system.

The bidder is required to describe the key **processes** for the services for which it is responsible and create a schedule that describes how the services according to Chapter 2 are to be provided. In particular, the bidder is required to describe the necessary work steps and, if applicable, take account of the milestones and contributions of other actors in accordance with Chapter 2.

The bidder is required to describe its contribution to knowledge management for the partner and GIZ and promote scaling-up effects (**learning and innovation**).

Further requirements

The bidder shall give comprehensive overview of the following criteria's likely not more than 4 pages (about this section).

1. Criteria 1 – The bidder is required to provide an explanation of the hazard risks faced by e-bus depots with respect to fire and electrical hazards and provide a broad understanding of the cause of such hazards.
2. Criteria 2 - Bidder is required to explain the gaps in the disaster infrastructure resilience measures adopted in e-bus depots the current scenario and outline the necessity to address those gaps.
3. Criteria 3 - Bidder is required to share methodology for preparation of disaster management documents as listed in chapter 2 including methodology of preliminary research and risk assessment.
4. Criteria 4 - The Bidder must provide a plan for engaging stakeholders including public and private beneficiaries for establishing collaboration for emergency response.

Project management of the contractor

The bidder is required to explain its approach for coordination with the GIZ project.

- The contractor is responsible for selecting, preparing, training and steering the experts (international and national, short and long term) assigned to perform the advisory tasks.
- The contractor makes available equipment and supplies (consumables) and assumes the associated operating and administrative costs.
- The contractor manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.

The contractor reports regularly to GIZ in accordance with the AVB of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH from 2018

Details about backstopping

The bidder is required to describe its backstopping concept. The following services are part of the standard backstopping package, which (like ancillary personnel costs) must be factored into the fee schedules of the staff listed in the bid in accordance with section 5.4 of the AVB:

- Service-delivery control
- Managing adaptations to changing conditions
- Ensuring the flow of information between GIZ and field staff
- Contractor's responsibility for seconded personnel
- Process-oriented technical-conceptual steering of the consultancy inputs
- Securing the administrative conclusion of the project
- Ensuring compliance with reporting requirements
- Providing specialist support for the on-site team by staff at company headquarters
- Sharing the lessons learned by the contractor and leveraging the value of lessons learned on site

4. Criteria for Eligibility of firms

1. Please provide the legal status of your firm
2. Average annual turnover for the last three financial years: at least 110000 EUR
3. The number of employees as at 31.12. of the previous year: at least 20 persons
4. Please provide 4 reference projects in the field of Disaster Resilient management Plans, e-bus resilient protocols, SOP's for operations and maintenance of depots and disaster resilient preparedness response and recovery strategy with at least 2 reference projects in India in last three years. The minimum commission value of the commission projects shall be 50000 Euros.
5. The agency must submit a declaration on GWB clauses – refer Annexure “Legal Inferences”.
6. The agency must declare “Average number of employees & managers in past three calendar years”.

The submission of documentary evidence is mandatory against each criterion.

Technical Experience

1. Experience of 4 project in undertaking following activities:
 - development of disaster resilient protocols for electric bus depots, charging infra protocols, battery charging and safety protocols
 - SOP's for operations and maintenance of depots
 - disaster resilient preparedness response and recovery strategy
 - guidelines development experience to mitigate hazards and minimize impacts.

4A. Personnel concept

The bidder is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

The below specified qualifications represent the requirements to reach the maximum number of points.

Team leader

Tasks of the team leader

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project.
- Personnel management, identifying the need for short-term assignments within the available budget, as well as planning and steering assignments and supporting local and international short-term experts.
- Regular reporting in accordance with deadlines
- Contribute to innovation and research learning.
- Detailed Project Advisory and Delivery
- Undertaking disaster risk identification and assessment of e-bus depots
- Preparation of disaster management protocols, strategies, guidelines and procedures
- Preparation of training material for staff personnel for disaster mitigation, preparedness and response

- Undertaking stakeholder consultation for internal and external collaboration for emergency management

Qualifications of the team leader

- Education/training (2.1.1): University qualification (Bachelor's /Master) in Urban/Transport Planning, engineering, emergency and disaster management or related fields.
- Language (2.1.2): Good business language skills in English, Hindi
- General professional experience (2.1.3): 15 years of professional experience in the disaster resilient infrastructure planning sector.
- Specific professional experience (2.1.4): The expert shall have experience in the sector of electric mobility and disaster resilient infrastructure planning. The expert should have technical knowledge and expertise on working on projects related to e-buses, electric charging infrastructure, battery technology and safety protocols.
- Leadership/management experience (2.1.5): 6 years of management/leadership experience as project team leader or manager in a company
- Regional experience (2.1.6): 5 years of experience in projects in Asia, of which 2 years in projects in India
- Development Cooperation (DC) experience (2.1.7): 6 years of experience in DC projects
- Other (2.1.8): *Not Applicable*

Expert 1

Tasks of expert 1

- Contribute to innovation and research learning.
- Detailed Project Advisory and Delivery
- Undertaking disaster risk identification and assessment of e-bus depots
- Preparation of disaster management protocols, strategies, guidelines, and procedures
- Preparation of training material for staff personnel for disaster mitigation, preparedness, and response
- Undertaking stakeholder consultation for internal and external collaboration for emergency management

Qualifications of expert 1

- Education/training (2.2.1): University qualification (Bachelor's /Master) in Urban/Transport Planning, engineering, emergency and disaster management or related fields
- Language (2.2.2): Good business language skills in English, Hindi.
- General professional experience (2.2.3): 10 years of professional experience in the disaster resilient infrastructure planning sector
- Specific professional experience (2.2.4): The expert shall have experience in the sector of electric mobility and disaster resilient infrastructure planning. The expert should have technical knowledge and expertise on working on projects related to e-buses, electric charging infrastructure, battery technology, electric bus operations and safety protocols.
- Leadership/management experience (2.2.5): Not applicable
- Regional experience (2.2.6): Prior Experience in India
- Development Cooperation (DC) experience (2.2.7): Not applicable
- Other (2.2.8): Not applicable

Expert 2

Tasks of expert 2

- Contribute to innovation and research learning.
- Detailed Project Advisory and Delivery
- Undertaking disaster risk identification and assessment of e-bus depots
- Preparation of disaster management protocols, strategies, guidelines, and procedures
- Preparation of training material for staff personnel for disaster mitigation, preparedness, and response
- Undertaking stakeholder consultation for internal and external collaboration for emergency management

Qualifications of expert 2

- Education/training (2.3.1): University qualification (Bachelor's /Master) in Urban/Transport Planning or engineering or related fields.
- Language (2.3.2): Good business language skills in English, Hindi
- General professional experience (2.3.3): 10 years of professional experience in the disaster resilient infrastructure planning sector
- Specific professional experience (2.3.4): The expert shall have experience in the sector of electric mobility and should have technical knowledge and expertise on working on projects related to e-buses, electric charging infrastructure, battery technology and safety.
- Leadership/management experience (2.3.5): Not applicable
- Regional experience (2.3.6): Prior Experience in India
- Development Cooperation (DC) experience (2.3.7): Not applicable
- Other (2.3.8): Not applicable

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills
- Sociocultural competence
- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

Short-term expert pool with maximum two members

Tasks of the short-term expert pool

- Contribute to innovation and research learning.
- Preparation of disaster management protocols, strategies, guidelines and procedures
- Preparation of training material for staff personnel for disaster mitigation, preparedness and response
- Undertaking stakeholder consultation for internal and external collaboration for emergency management

Qualifications of the short-term expert pool

- Education/training (2.6.1): 2 experts with university qualification (Master) in Urban/Transport Planning or engineering or related fields.
- Language (2.6.2): 2 experts with very good language skills in English and Hindi.

- General professional experience (2.6.3): 2 experts with at least 5 years of experience in the public transport operations.
- Specific professional experience (2.6.4): 2 experts with at least 05 years of experience in public transport and electric mobility.
- Regional experience (2.6.5): 2 experts with at least 5 years of experience in India
- Development Cooperation (DC) experience (2.6.6): Not Applicable
- Other (2.6.7): Not Applicable

The bidder must provide a clear overview of all proposed short-term experts and their individual qualifications.

This assignment falls under the GIZ Negotiated Competitive bidding, therefore GIZ may invite the agency (with maximum technical score), for financial negotiations (if necessary)

5. Costing requirements

Assignment of personnel

Team Leader: Assignment in country of assignment: India for 25 expert days

Expert 1: Assignment in country of assignment: India for 40 expert days

Expert 2: Assignment in country of assignment: India for 40 expert days

Short Term Pool: Assignment in country of assignment: India for 2 Experts – 70 days total.

Travel

The bidder is required to calculate the travel by the specified experts and the experts it has proposed based on the places of performance stipulated in Chapter 2 and list the expenses separately by daily allowance, accommodation expenses, flight costs and other travel expenses.

A tentative schedule of 14 domestic round trips along with 35 nights of accommodation and 35 days of local travel and per diem each has been envisaged by GIZ.

- Economy class Airline tickets shall be procured by the contractor and reimbursed by GIZ against provision of receipts, flight tickets, and boarding passes.
- Accommodation and local travel will be arranged by contractor and shall be reimbursed by GIZ against provision of invoices.

Workshops, training

The contractor implements the following workshops/study trips/training courses:

- (i) 1 national workshop for dissemination of learnings in Delhi. In person workshop (lump-sum basis) maximum participation 40-45 professionals. Following are the inclusions
 - 45-50 Participants/ delegations shall be invited.
 - Day-long event
 - Other inclusions – food, venue rental cost, tea during breaks, Audio- visual, standees, backdrops, stationary, 3-4 outstation partners travel and accommodation cost.

(ii) 2 city level workshops to disseminate lessons to depot staff, mid-management, and senior professionals in partner cities i.e. Kochi, Trivandrum, Surat, Bhubaneswar (lump-sum basis). The selection two partner cities for organizing a one-day event will be made in collaboration with GIZ following the contract award.

- 40-45 Participants/ delegations shall be invited.
- Day-long event
- Other inclusions – food, venue rental cost, tea during breaks, Audio- visual, standees, backdrops, stationary, 3-4 outstation partners travel and accommodation cost.

Other costs

(iii) Not applicable

6. Inputs of GIZ or other actors

- GIZ shall support Contractor in bringing participants from national ministries.

7. Requirements on the format of the bid

The structure of the bid must correspond to the structure of the ToRs. In particular, the detailed structure of the concept (Chapter 3) is to be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). It must be legible (font size 11 or larger) and clearly formulated. The bid is drawn up in English language

The complete bid shall not exceed 30 pages (excluding CVs & other supporting company documents)

The CVs of the personnel proposed in accordance with format attached along with the bidding documents The CVs shall not exceed 4 pages. The CVs must clearly show the position and job the proposed person held in the reference project and for how long. The CVs should be submitted in English (language) only.

If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment.

The assignment falls under GIZ negotiation procedure, hence the bidder with maximum technical score shall be contacted for financial negotiations, if required.