

Reference number: 83433923

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Project name: Support toward the Industrialization of the
Productive Sectors (SIPS)

Your reference
Our reference

Date 03 April 2023

Tender title: SADC Regional Industrial Pharmacy
Fellowship oversight and advisory
services

Deutsche Gesellschaft für
Internationale Zusammenarbeit (GIZ) GmbH

Country: Botswana

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Dear Sir/Madam,

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Management Board
Thorsten Schäfer-Gümbel (Chair)
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The Joint Action "Support towards Industrialisation and the Productive Sectors (SIPS)" programme co-financed by the European Union and the Ministry of Economic Cooperation and Development (BMZ) aims to strengthen private sector participation in the Regional Anti-Retroviral (ARV) and associated value chain. Furthermore, the Joint Action aims to enhance business, entrepreneurial and subject matter knowledge skills by facilitating the development of industry knowledge clusters between the private sector and academic / training institutions within the antiretroviral (ARV) value chain.

To achieve this output, the Joint Action SIPS is supporting the development of a SADC Regional Industrial Pharmacy Fellowship to increase the availability of skilled industrial pharmaceutical personnel in the SADC region.

The scope of this assignment is to provide oversight and advisory services during the development and implementation of the SADC Regional Industrial Pharmacy Fellowship. The regional fellowship program will be developed between three academic and TVET institutions, the private sector and the SADC secretariat. The consultant will evaluate the Fellowship programmes effectiveness of the curriculum developed, developing the quality assurance network, common body of knowledge and support coordination activities.

It is against this backdrop, that The Joint Action SIPS invites competent and qualified companies with experts in curriculum development based in Africa continent for this assignment. (Continent of Africa tender).

Submission deadline

Should you be interested in implementing the tasks according to the Terms of Reference (Annex 1), please submit your bids no later than 2 May 2023, 1700hrs / 5p.m to BW_Quotation@giz.de. Please note that tender bids not received at the stipulated time, date **will not** be accepted.

Important Information

Kindly note that bids that have a volume more than 30MB cannot be sent via email. Should your bid reach this volume, we request you to share it using Filetransfer through the link <https://filetransfer.giz.de/>. For security reasons, only bids sent via filetransfer will be accepted. Bids sent via other Data sharing tools will be rejected. **Remember** to take note of the **password** generated by Filetransfer on your transferred files and send it together with the offers to give access of the files to GIZ.

GIZ is not responsible for the failure of electronic delivery of e-mail messages to the address provided, either for technological problems on the part of GIZ or the candidate

Technical offer

The technical proposal, drawn up in **English** language, follows the following format (max. 8 pages excl. CVs):

- (a) consider the tasks to be performed with reference to the objectives of the services put out to tender. Following this, the consulting company presents and justifies the **strategy** intended to provide the services.
- (b) The bidder is required to indicate the stakeholders relevant for the services and describe the **cooperation** with them.
- (c) The bidder is required to describe **key processes** including work steps, milestones, timelines, present a schedule that describes how the services are to be provided and describe how the contributions of stakeholders shall be integrated into the services.
- (d) Company Certificate / Certificate of incorporation
- (e) joint venture group or consortium all the relevant documents to be submitted

Should you wish to form a **joint venture group or consortium**, the bid must specify the members of this group/consortium. Furthermore, the authorised representatives of the members are to be named.

A member of the joint venture group / consortium is to be appointed as central coordinator by all members in a legally binding form and empowered to represent the group / consortium and to accept payments with the effect of a discharge, also on behalf of the members.

Furthermore, the members must declare that they are jointly and severally liable for the performance of the contract. A corresponding power of attorney must be submitted together with your bid.

The formation of a joint venture with a company, also invited by GIZ to submit a bid, requires the prior written consent of GIZ.

Price offer

The price offer must be submitted in accordance with the attached format for the price offer (Annex 3) and General Terms and Conditions of contract (Annex 4). Personnel costs should be shown per expert assigned for the measure. Travel costs and all other costs must be shown separately. All communication related costs, stationery and printing costs for reports must be included in the calculation. Please submit your offer in EUR currency. Upon contract drafting the financial offer will be converted to your local currency using the exchange rate of the day from the converter Infor Euro:

http://ec.europa.eu/budget/contracts_grants/info_contracts/infoeuro/infoeuro_en.cfm

Alternative offers

No alternative offers are permitted.

Your bid, comprising the technical offer and the price offer, must be clearly marked as such with the contract number, tender name and submitted separately (separate attachments).

The following items must be submitted **with** the financial proposal

- (a). The financial offer form (Annex 3) to be completed for the price offer
- (b) Company bank letter within 6 months
- (c) Company Tax clearance certificate (TCC)

Price offer for:

Development of a joint proposal for the SADC Regional Industrial
Pharmacy fellowship program
Reference number: 83433923
– to be opened by GIZ procurement unit –

Technical offer for:

Development of a joint proposal for the SADC Regional Industrial
Pharmacy fellowship program
Reference number: 83433923
– to be opened by GIZ/Partner evaluation team –

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 five working days before the closing of the tender.
Questions must be raised *in writing, by email* to: BW_Quotation@giz.de

Non-compliance may result in your bid not being considered.

Evaluation of Offer

After the final technical evaluation, only the price offers of bids with
500 points and above will be opened and evaluated. Technical offers
below 500 points will be considered as technically not acceptable.

The weightings are as below for Technical (T) and Financial (F);

T: 70%, the price offer and F: 30%. The following formula will be
used:

$$\frac{\text{technical evaluation of bid} \times 70}{\text{technical evaluation of best bid}} + \frac{\text{most economical bid} \times 30}{\text{price of bid}}$$

The contract will be awarded to the bidder with the highest score
(Technical plus Financial weighing), and in case of achieving the same
score, a priority is given to the bidder who submitted the bid earlier.
Contractual negotiations are generally commenced with the bidder
achieving the highest score. Should these negotiations not be
successful, the second highest scorer on the list shall be invited to
commence negotiations.

Date of decision to award contract

For procedural reasons, no information on the status of the evaluation will be given pending the decision on contract award. We would therefore ask you to refrain from making enquiries about this. Only the winning bidder will be informed.

Acceptance period and Commencement of work

Please note that you are bound by your bid for 90 days.

GIZ reserves the right to accept, reject and/or cancel any or part of the bid.

GIZ also reserves the right to cancel the bid entirely.

Yours truly,

Annexes

1. Terms of Reference
2. Technical Grid
3. Budget allocation form (for price officer)
4. GIZ General Terms and Conditions of contract
5. The Joint Action SIPS antiretroviral value chain inception report
6. The SADC Industrial Pharmacy Fellowship Programme concept note