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PLACE, DATE Bonn, 21 April 2021

Brief project title: Translations and Interpretation Services

Country: Indonesia

Procedure type: Public invitation to tender (republished)

Invitation to submit a bid

Dear Sir or Madam,

We intend to commission the service "Translations and Interpretation Services". More detailed information can be found in the attached Terms of Reference.

We will solicit and obtain comparable bids for the requested services from additional appraisers and companies. Furthermore, Madiba Consult reserves the right to award the contract on the basis of the initial offers without entering into negotiations.

If your company should be interested in the provision of this service, we ask for submission of a **price bid** in PDF format (see annex), a **current CV of proposed staff**, a **self-declaration of eligibility** including reference projects (see annex), a **technical concept** demonstrating why you/your company is qualified to conduct interpretation and translation services for this particular project (not more than one page) and the **translated text sample** (see annex) as **separate PDF documents**, marked with the following file names:

Price offer_company name.pdf

CV_name of interpreter/translator.pdf

Self-declaration of eligibility and reference projects_company name.pdf

Technical concept_company name.pdf

Text sample_company name.pdf

Please make sure to fully submit the necessary documents. Since the contract is provided as soon as possible, please send us your offer until April 30, 2021 at 12pm (noon) CET to the following e-mail address: tender@maba.co. The bidder is bound by the bid until May 31, 2021.

Planned schedule for the rest of the procurement procedure:

Deadline for requesting clarification from the contracting authority	28/04/21, 12pm (noon) CET
Deadline for submitting tenders	30/04/21, 12pm (noon) CET
Notification of award	07/05/21
Contract signature and commencement of service delivery	10/05/21
End of binding period (i.e. bids no longer legally binding)	31/05/2021

GIZ 2018 General Terms and Conditions are available on request.

For further inquiries, we are at your disposal.

Sincerely,

Madiba Consult GmbH

Fabienne Zühlke
Project Manager
(electronically mailed without signature)

Annexes:

1. Terms and conditions for application for the award of contracts for services and work up to EUR 20,0000
2. Terms of Reference
3. Price sheet
4. Self-declaration of eligibility and reference projects
5. Text sample (to be translated into Bahasa and English)
6. Evaluation grid