

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

Vehicle insurance, civil liability to third parties

**Project number/
cost centre:**

09.9262.8-001.00

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1. Context

For more than 20 years, Germany has supported the Republic of Tajikistan with development, economic and administrative reforms, and assistance in key social and economic sectors.

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, working on behalf of Germany in Tajikistan, has been a partner in development cooperation with Tajikistan for many years. After the civil war, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH initially provided support in the form of emergency aid and reconstruction assistance as well as measures to safeguard food security. Today, cooperation focuses, particularly in the bilaterally agreed areas of Sustainable Economic Development and Health, on structural reforms and the attainment of longterm, sustainable improvements to benefit the people of Tajikistan.

Objective

Vehicle insurance, civil liability to third parties.

2. Scope of services

- In the event of an insured case, the insurance amount shall be at least US \$ 30,000 with a payment period of at least 1 year (the insurance amount must be paid in national currency at the official rate set by the National Bank of Tajikistan on the day of payment).
- Indicate other insurance conditions.

3. Period of assignment:

from **02.12.2023** until **01.12.2024** with the possibility of an additional one-year extension.

4. Special conditions

- **Note:** Proposals made for the supply of goods/services which are under sanctions or whose manufacturers/Suppliers/Service providers are under sanctions will not be considered.
Please sign the declaration (see attachments) and send it along with your price offer.
- All questions should be submitted in writing and with the subject “**Vehicle insurance**” to the email address: Procurement.TJK@giz.de before **12:00 on 21st of November 2023**.
- Bidders should not contact other GIZ personnel unless directed to do so by the GIZ representative.
- 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.
- This invitation to tender is in no way binding on GIZ. The GIZ’s contractual obligation commences only upon signature of the contract with the successful Tenderer.

- Up to the point of signature, GIZ may either abandon the procurement/service or cancel the award procedure, without the candidates or tenderers being entitled to claim any compensation.
- All costs incurred in preparing and submitting tenders are borne by the tenderers and cannot be reimbursed.
- All tenderers will be informed in writing on the results of this tender procedure.
- GIZ reserves the right to disqualify and reject proposals from Bidders who do not comply with these guidelines.
- The successful candidate will be required to provide additional legal documents.

5. Requirements for commercial offers:

- Provide full legal address, contact numbers and e-mail;
- The price proposal must be stamped, dated and signed;
- Provide information on the terms of insurance;
- Terms of payment: by transfer to the bank account.

Submission of commercial offer:

- By e-mail to TJ_Quotation@giz.de before 17:00 on November 23rd, 2023. In the subject, please indicate **“Vehicle insurance”**.