

304536-2026 - Competition

Germany – Business services: law, marketing, consulting, recruitment, printing and security –
10000073-Proofreading and editing of GIZ central project evaluations
OJ S 86/2026 05/05/2026
Contract or concession notice – standard regime
Services

1. Buyer

1.1. Buyer

Official name: Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Email: chiara.geiger@giz.de

Legal type of the buyer: Public undertaking, controlled by a central government authority

Activity of the contracting authority: General public services

2. Procedure

2.1. Procedure

Title: 10000073-Proofreading and editing of GIZ central project evaluations

Description: Since 2017, GIZ has operated a central project evaluation (CPE) system for BMZ-commissioned projects implemented by GIZ. These evaluations focus on projects (modules) that support partner-led change processes or address sectoral and global issues in supraregional contexts. To strengthen accountability and transparency, the GIZ Management Board decided to publish the evaluation reports and maximise their usefulness for partners worldwide. The reports are generally made available in English, French, or Spanish and usually comprise a main report of around 50 pages, accompanied by an executive summary of approximately five pages. The GIZ Corporate Unit Evaluation ensures not only robust technical content and sound methodology, but also high linguistic quality. To support this, binding report-writing guidelines and annotated report templates for CPEs were developed. Experience has shown that professional proofreading and editing are needed to bring reports to their final form. This includes refining language, style, and formatting to ensure that the desired quality standards are met.

Procedure identifier: 58c2fcda-0266-4522-942e-782673ff0e9d

Internal identifier: 10000073

Type of procedure: Open

The procedure is accelerated: no

2.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security

Additional classification (cpv): 79821100 Proofreading services

2.1.2. Place of performance

Town: Bonn

Country subdivision (NUTS): Leverkusen, Kreisfreie Stadt (DEA24)

Country: Germany

2.1.4. General information

Additional information: #Bekanntmachungs-ID: CXTRYY6YTP6SNJJQ# All communication takes place in English via communication tool in the project area of the procurement portal.

Legal basis:

Directive 2014/24/EU

vgv -

2.1.6. Grounds for exclusion

Sources of grounds for exclusion: Notice

Breaching of obligations set under purely national exclusion grounds: In accordance with §§ 123,124 GWB, § 22 LkSG

5. Lot

5.1. Lot: LOT-0001

Title: 10000073-Proofreading and editing of GIZ central project evaluations

Description: The tender seeks to establish a framework agreement with one contractor for the provision of professional proofreading and editing services in English, French, and Spanish. The services will support the finalisation of evaluation reports prepared within GIZ's central project evaluation system. The contractor will be responsible for reviewing reports of usually around 50 pages each, and in some cases up to 90 pages, to ensure high linguistic and formal quality. This includes correcting language, style, consistency, and formatting in line with the applicable report-writing guidelines and annotated templates provided by GIZ. The aim is to deliver publication-ready texts that are clear, reader-friendly, and consistent in structure and presentation. Assignments will be called off under the framework agreement over its term as reports become available. Each assignment must be completed within three weeks of receipt. The contractor is expected to organise reliable expert capacity, including backstopping arrangements where necessary, to ensure uninterrupted service delivery. Edited reports must be submitted in track changes mode, allowing GIZ and report authors to review suggested revisions efficiently and avoid multiple revision rounds.

Internal identifier: 10000073

5.1.1. Purpose

Main nature of the contract: Services

Main classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security

Additional classification (cpv): 79821100 Proofreading services

Options:

Description of the options: GIZ may optionally commission contract amendments and/or increases based on the criteria in the tender documents to the successful bidder of this tender. For details, please see the terms of reference.

5.1.2. Place of performance

Town: Bonn

Country subdivision (NUTS): Leverkusen, Kreisfreie Stadt (DEA24)

Country: Germany

5.1.3. Estimated duration

Duration: 24 Months

5.1.4. Renewal

Maximum renewals: 1

Other information about renewals: GIZ may optionally commission contract amendments and /or increases based on the criteria in the tender documents to the successful bidder of this tender. For details, please see the terms of reference.

5.1.6. General information

Reserved participation:

Participation is not reserved.

The names and professional qualifications of the staff assigned to perform the contract must be given: Not required

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): yes

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

Additional information: #Besonders auch geeignet für:freelance#, #Besonders auch geeignet für:selbst#

5.1.7. Strategic procurement

Aim of strategic procurement: Reduction of environmental impacts

Description: cf tender documents

Aim of strategic procurement: Fulfilment of social objectives

Description: cf tender documents

Approach to reducing environmental impacts: The transition to a circular economy, Pollution prevention and control

Social objective promoted: Gender equality, Human rights due diligence in global supply chains , Fair working conditions, Other

5.1.9. Selection criteria

Sources of selection criteria: Notice

Criterion: Other economic or financial requirements

Description of selection criterion: EN-A1: Principles for the execution of orders (Mit dem Angebot; Mittels Eigenerklärung): The eligibility criteria are not from the same category as stipulated above, as there is no suitable category. 1. Self-declaration: name of company and address, tax ID, registration and commercial register number or equivalent register in accordance with the legal provisions of the country of origin. 2. No grounds for exclusion pursuant to § 123, § 124 GWB, § 22 LkSG, EU-Russia sanctions 3. No conflict of interest that may compromise the independent and objective performance of the contract and cannot be effectively remedied through appropriate measures. Such a conflict of interest shall in particular be deemed to exist with an involvement in contract numbers of CPE pools: 81304024 - 81304032. 4. Declaration of bidding consortium and/or declaration of subcontractors (if applicable)

Criterion: References on specified services

Description of selection criterion: EN-B1: Technical and professional ability (Mit dem Angebot; Mittels Dritterklärung): 1. The technical assessment is only based on reference projects with a minimum commission value of 50.000,00 EUR (net). At least 3 reference projects in the technical field proofreading and editing in the last 36 months. 2. The CVs presented for Pool 1 must in total show an expertise in all three languages (English, Spanish and French) at C2 level or mother tongue.

Criterion: Average yearly turnover

Description of selection criterion: EN-C1: Economic and financial standing (Mit dem Angebot; Mittels Eigenerklärung): Average annual turnover for the last three years (last-but-four financial

year can be included in case of tenders held within 6 months of end of last financial year), at least: 100.000,00 EUR (net).

5.1.10. Award criteria

Criterion:

Type: Price

Name: Preis

Description: Price criteria for "Bestangebots-Quotienten-Methode"

Category of award weight criterion: Weight (points, exact)

Award criterion number: 30

Criterion:

Type: Quality

Name: Erreichte Gesamtpunktzahl nach fachlicher Wertung (inkl. Mindbed.)

Description: Zur Ermittlung des wirtschaftlichsten Bieters wird hier von der Vergabestelle die erreichte Gesamtpunktzahl nach fachlicher Wertung eingetragen. Es werden nur Angebote mit einer fachlichen Bewertung von mindestens 500 Punkten gewertet. Fachliche Angebote mit weniger Punkten scheiden als fachlich ungeeignet aus.

Category of award weight criterion: Weight (points, exact)

Award criterion number: 70

Criterion:

Type: Quality

Name: Erreichte Gesamtpunktzahl nach fachlicher Wertung (inkl. Mindbed.)

Description: Zur Ermittlung des wirtschaftlichsten Bieters wird hier von der Vergabestelle die erreichte Gesamtpunktzahl nach fachlicher Wertung eingetragen. Es werden nur Angebote mit einer fachlichen Bewertung von mindestens 500 Punkten gewertet. Fachliche Angebote mit weniger Punkten scheiden als fachlich ungeeignet aus.

Category of award threshold criterion: Minimum score

Award criterion number: 500

5.1.11. Procurement documents

Languages in which the procurement documents are officially available: English

Deadline for requesting additional information: 28/05/2026 23:59:59 (UTC+02:00) Eastern European Time, Central European Summer Time

Address of the procurement documents: <https://ausschreibungen.giz.de/Satellite/notice/CXTRYY6YTP6SNJJQ/documents>

Ad hoc communication channel:

URL: <https://ausschreibungen.giz.de/Satellite/notice/CXTRYY6YTP6SNJJQ>

5.1.12. Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://ausschreibungen.giz.de/Satellite/notice/CXTRYY6YTP6SNJJQ>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Variants: Not allowed

Tenderers may submit more than one tender: Not allowed

Deadline for receipt of tenders: 05/06/2026 12:00:00 (UTC+02:00) Eastern European Time, Central European Summer Time

Duration during which the tender must remain valid: 102 Days

Information that can be supplemented after the submission deadline:

At the discretion of the buyer, some missing tenderer-related documents may be submitted later.

Additional information: GIZ asks the applicant or bidder to submit, complete or correct documents, within the framework laid down by law.

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Conditions relating to the performance of the contract: The execution conditions result from the information given in the contract notice and the tender documents.

Electronic invoicing: Required

Electronic ordering will be used: yes

Electronic payment will be used: yes

5.1.15. Techniques

Framework agreement:

Framework agreement, without reopening of competition

Maximum number of participants: 1

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16. Further information, mediation and review

Review organisation: Vergabekammern des Bundes

Information about review deadlines: According to Article 160, Section 3 of the German Act Against Restraint of Competition (GWB), application for review is not permissible insofar as 1. the applicant has identified the claimed infringement of the procurement rules before submitting the application for review and has not submitted a complaint to the contracting authority within a period of 10 calendar days; the expiry of the period pursuant to Article 134, Section 2 remains unaffected, 2. complaints of infringements of procurement rules that are evident in the tender notice are not submitted to the contracting authority at the latest by the expiry of the deadline for the application or by the deadline for the submission of bids, specified in the tender notice. 3. complaints of infringements of procurement rules that first become evident in the tender documents are not submitted to the contracting authority at the latest by the expiry of the deadline for application or by the deadline for the submission of bids, 4. more than 15 calendar days have expired since receipt of notification from the contracting authority that it is unwilling to redress the complaint. Sentence 1 does not apply in the case of an application to determine the invalidity of the contract in accordance with Article 135, Section 1 (2). Article 134, Section 1, Sentence 2 remains unaffected.

Organisation providing additional information about the procurement procedure: Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Organisation receiving requests to participate: Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

8. Organisations

8.1. ORG-0001

Official name: Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Registration number: 993-80072-52

Postal address: Dag-Hammarskjöld-Weg 1 - 5

Town: Eschborn

Postcode: 65760

Country subdivision (NUTS): Main-Taunus-Kreis (DE71A)

Country: Germany

Email: chiara.geiger@giz.de

Telephone: +49 619679

Fax: +49 6196791115

Internet address: <https://www.giz.de>

Roles of this organisation:

Buyer

Organisation providing additional information about the procurement procedure

Organisation receiving requests to participate

8.1. ORG-0002

Official name: Vergabekammern des Bundes

Registration number: 022894990

Postal address: Kaiser-Friedrich-Straße 16

Town: Bonn

Postcode: 53113

Country subdivision (NUTS): Bonn, Kreisfreie Stadt (DEA22)

Country: Germany

Email: vk@bundeskartellamt.bund.de

Telephone: +49 2289499-0

Fax: +49 2289499-163

Internet address: <https://www.bundeskartellamt.de>

Roles of this organisation:

Review organisation

8.1. ORG-0003

Official name: Datenservice Öffentlicher Einkauf (in Verantwortung des Beschaffungsamts des BMI)

Registration number: 0204:994-DOEVD-83

Town: Bonn

Postcode: 53119

Country subdivision (NUTS): Bonn, Kreisfreie Stadt (DEA22)

Country: Germany

Email: noreply.esender_hub@bescha.bund.de

Telephone: +49228996100

Roles of this organisation:

TED eSender

Notice information

Notice identifier/version: be55ef2f-709c-44ec-810b-f6b88c527d5e - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice subtype: 16

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