

**Germany-Eschborn: Government services**  
**OJ S 203/2023 20/10/2023**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

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

Postal address: Dag-Hammarskjöld-Weg 1 - 5

Town: Eschborn

NUTS code: DE71A Main-Taunus-Kreis

Postal code: 65760

Country: Germany

E-mail: [katharina.cheimanoff@giz.de](mailto:katharina.cheimanoff@giz.de)

Telephone: +49 6196792510

Fax: +49 6196791115

**Internet address(es):**

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

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://ausschreibungen.giz.de/Satellite/notice/CXTRY6Y1E83BMG1/documents>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via:

<https://ausschreibungen.giz.de/Satellite/notice/CXTRY6Y1E83BMG1>

**I.4. Type of the contracting authority**

Other type: Legal person governed by private law (gemeinnützige GmbH), wholly owned by the Federal Republic of Germany

**I.5. Main activity**

Other activity: International Development Cooperation

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

81301102-Feasibility study for a co-creation space in Cotonou

Reference number: 81301102

**II.1.2. Main CPV code**

75131000 Government services

**II.1.3. Type of contract**

Services

#### **II.1.4. Short description**

The "Beninnovation"-project enhances cooperation between public administration and local private companies in the field of the administration's digital transformation, especially as regards the digitalization of public services. So far, the main achievements in the digitalization of public services in Benin have been realized by the Information Systems Agency (ASIN) with the help of Estonia's E-Governance Academy and advisory services provided by Cybernetica (an Estonian ICT company). As a result, several e-services are available to the citizens but the Government's objective is to digitalize all administrative services ("industrialization of e-services"). This exceeds by far ASIN's capacities and hence the private sector is needed to fill the gap.

As of today, only a few local companies seem to have the necessary skills and knowledge to effectively contribute to the digitalization of services. Other companies are working in similar fields (financing sector) or show interest to enter this potential market. This decision however requires a solid information basis, regarding technological standards, market potential, tendering procedures, required skills and experience, etc.

One of the key elements of the support provided by the Beninnovation-project is to prepare the establishment of a co-creation space, which is meant as a crystallisation point for new ideas and solutions, that will enable the stakeholders to successfully co-create new ideas and services.

#### **II.1.5. Estimated total value**

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.2. Additional CPV code(s)**

72222000 Information systems or technology strategic review and planning services,  
85312320 Counselling services

#### **II.2.3. Place of performance**

NUTS code: BJ Benin

Main site or place of performance: 00000 Benin

#### **II.2.4. Description of the procurement**

The present tender covers the definition of the co-creation framework, the feasibility study for the establishment of an either physical or virtual (or both) co-creation space at the meso-level, and the elaboration of a roadmap for the establishment of the new space. The idea of the space is a shared environment where diverse ideas, actors and technologies converge and, ideally, are creatively networked to arrive at new (shared) innovations. In this regard, the space is supposed to help create an (B2G-)offer for the development of innovations for the improvement of digital transformation processes in public administration while promoting principles like people-centred digital transformation and user-friendliness.

In order to reach these goals, three work packages have been identified for which the contractor is responsible.

In a first step, the contractor shall analyse the current status of the digital transformation of the public administration in Benin, especially the existing framework for co-creation and the potential for further supporting the digital transformation through co-creation - and based on these findings, develop potential services and activities that the planned Co-Creation Space

should deliver. This also includes the piloting of co-creation methods by implementing at least two pilot projects and the development of two service prototypes in collaboration with local companies.

In a second step, the contractor shall make suggestions for a sustainable business/operation model and a business plan for the co-creation space. Suggestions shall also be made for its embeddedness, its governance as well as for its technical needs and design. As it has not yet been decided whether the co-creation space will be a physical or a virtual (or a mix of both) and whether it should be a stand-alone offer or integrated into an environment existing structure, several options can be proposed at this stage.

In step three, the contractor shall - based on the findings from steps one and two - outline a concrete roadmap for the establishment of the co-creation space together with a plan for first activities. This is split in two parts: the first part not only entails the securing of financial resources/funding and the registration of the institution but also the establishment of the governance (structure) as well as plans for how to find and attract staff, defining needed staff profiles, needed roles and responsibilities as well as processes and procedures for the operation of the co-creation space.

#### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6. Estimated value**

#### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 12

This contract is subject to renewal: yes

Description of 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.

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: yes

Description of 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.

#### **II.2.13. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds:  
no

#### **II.2.14. Additional information**

### **Section III: Legal, economic, financial and technical information**

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#### **III.1. Conditions for participation**

##### **III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

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
3. Declaration of bidding consortium and/or declaration of subcontractors (if applicable)

### **III.1.2. Economic and financial standing**

List and brief description of selection criteria:

1. 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: 250.000 EUR
2. Average number of employees and managers in the last three calendar years, at least 5 persons

Minimum level(s) of standards possibly required:

1. 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: 250.000 EUR
2. Average number of employees and managers in the last three calendar years, at least 5 persons

### **III.1.3. Technical and professional ability**

List and brief description of selection criteria:

1. The technical assessment is only based on reference projects with a minimum commission value of 50000 EUR.
2. At least 2 reference projects in the technical field "area of advising on and/or establishing co-creation institutions and/or organisations" and at least 2 reference projects in Africa in the last 3 years

Minimum level(s) of standards possibly required:

1. The technical assessment is only based on reference projects with a minimum commission value of 50000 EUR.
2. At least 2 reference projects in the technical field "area of advising on and/or establishing co-creation institutions and/or organisations" and at least 2 reference projects in Africa in the last 3 years

## **Section IV: Procedure**

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### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Open procedure

#### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

#### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

### **IV.2. Administrative information**

#### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 17/11/2023 Local time: 12:00

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4. Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 19/01/2024

#### **IV.2.7. Conditions for opening of tenders**

Date: 17/11/2023 Local time: 12:00

### **Section VI: Complementary information**

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#### **VI.1. Information about recurrence**

This is a recurrent procurement: no

#### **VI.2. Information about electronic workflows**

Electronic ordering will be used

#### **VI.3. Additional information**

All communication takes place in English via communication tool in the project area of the procurement portal.

Bekanntmachungs-ID: CXTRYY6Y1E83BMG1

#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

Official name: Die Vergabekammern des Bundes

Postal address: Villemombler Straße 76

Town: Bonn

Postal code: 53123

Country: Germany

E-mail: [vk@bundeskartellamt.bund.de](mailto:vk@bundeskartellamt.bund.de)

Telephone: +49 2289499-0

Fax: +49 2289499-163

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

##### **VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:

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.

**VI.5. Date of dispatch of this notice**

17/10/2023