

# Call for expressions of interest for consulting firms

Commissioning party	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH B-5/1, Safdarjung Enclave New Delhi 110029
Your contact person is	
Brief project title	Sustainable and Environment-friendly Industrial Production (SEIP)
Project processing no.	2014.2115.5
Contract no.	83236193
Country of assignment	India
Period of assignment	1 <sup>st</sup> September 2016 and February 28, 2018
Project description	<p>The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a federal enterprise with operations around the globe. It supports the German Government in the fields of international cooperation for sustainable development and international education. GIZ supports people and societies in shaping their own futures and improving their living conditions.</p> <p>Under the Indo German Bilateral Development Cooperation, in the field of environment, GIZ is providing technical cooperation under the “Sustainable and Environment-friendly Industrial Production” (SEIP) project to the identified partner agencies at central, state and local levels, on various identified priority topics. The SEIP Project has duration of 3 years from June 2015 to May 2018.</p> <p>The SEIP Project works on significant environmental problems related to industrial wastewater and waste management for which technical solutions and business/management models can be showcased with positive results and direct impact on improving the environmental conditions at the selected sites. The project focuses its activities for reduction of pollution in rivers at three sites- GIDC's Industrial Estate, Vapi (Gujarat), DSIIDC's Lawrence Road Industrial Area, Patparganj Industrial Area and CETPs in Delhi and SIIDCUL's Integrated Industrial Estate in Haridwar.</p> <p>The activities under the project include CETPs - Common Effluent Treatment Plants, environmental improvement in selected industries, conveyance systems – industrial wastewater conveyance systems and storm water drainage, waste management - CETP/ETP sludge, recyclable wastes, monitoring system (online/offline) for pollution, training and skills programmes, awareness programmes, clean-up drives etc. IZ is considering to engage a Consulting Firm to undertake documentation tasks at three project sites. The overall objective of the services to be provided by the Consulting Firm is to document the project activities, their results, success stories and positive impacts, adequate enough to communicate SEIP project impacts. The consulting firm should have</p>

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	<p>experts for communication, PR, copy writing, photography, graphic designing, product designing and other relevant fields.</p> <p>The deliverables would include high quality photography, videography, graphics, story writing, development of brochures, reports, media related material etc. The dissemination of documentation will be undertaken by the SEIP project team itself.</p> <p>The documentation work will be used by GIZ and its partners for dissemination. Besides informing the stakeholders, the dissemination would aim at making information available to the public to increase awareness and for large scale distribution of information to stakeholders who can put it to use. Hence, the high quality and accuracy of documentation undertaken by the Consulting firm is of utmost importance.</p>
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## Requirements of the Company:

For participating in tender for above services (that will be subsequently further detailed through a detailed Terms of Reference), GIZ is shortlisting competent companies fulfilling the following criteria:

S.No.	Criteria	Weightage
1.	<p>Relevant experience of documentation, viz. photography, videography, graphics, story writing, development of brochures, reports, media related material etc. for high profile clients, including documentation work on environmental projects/activities.</p> <p><u>Documents required:</u> Details of relevant projects/assignments undertaken in the last 5 years (ref. S.No. 5 of the attachment)</p>	30%
2.	<p>Infrastructure, facilities, equipment, software available for the documentation assignment</p> <p><u>Documents required:</u> Relevant information (ref. S.No. 3 of the attachment)</p>	30%
3.	<p>Information about relevant personnel to be associated</p> <p><u>Documents required:</u> Relevant information (ref. S.No. 6 of the attachment)</p>	30%
4.	<p>Regional experience: India, preferably in Delhi, Uttarakhand and Gujarat.</p> <p><u>Documents required:</u> Details of projects undertaken in the region (ref. S.No. 4 of the attachment)</p>	10%
	<b>TOTAL</b>	<b>100%</b>

If you are interested in implementing the above project please complete the EoI document(s) and send it on the following address in a sealed envelope only.

## Head of Procurement

GIZ GmbH

B-5/2, Safdarjung Enclave

New Delhi – 110 029

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To obtain automatic confirmation of receipt of your expression of interest at GIZ, please enter "expression of interest", name of interested firm/consortium and the contract no. in the subject line when returning this form.

If we are unable to consider you, we shall send you brief notification to this end.

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## Expression of interest

We herewith declare our interest in bidding in the scheduled GIZ invitation to tender below:

Brief project title: SEIP

Project processing no.:

Contract no.:

Country of assignment: India

Period of assignment:

Deadline for submission:

Per email to: [gtz.proc@giz.de](mailto:gtz.proc@giz.de) (the email id is given for clarifications only if any.)

**Don't submit any EoI documents through email/fax.**

*To ensure efficient processing, please observe the notes at the end of this document.*

1. Company name and address / Entry No. in Commercial Register
2. Brief company profile (max. 20 lines). State if your company has not worked for the GIZ before/within the last two years
3. Infrastructure, equipment, special software, facilities available
4. Reference projects in the last 5 years in the sector and/or in the region

Project title and client	Focus/scope of tasks	Region	Period	Order value in Rs

## Expression of interest

(Note: Provide web links of the referred projects; Regional experience in Delhi, Uttarakhand and Gujarat is an advantage).

### 5. Details of environment related documentation undertaken in the last 5 years

Project title	Client, period	Details of environment related documentation work (provide web links)

### 6. Brief profile and name of key staff member and other staff/experts to be associated in the current project

Name of the person	General qualification	Special qualification	Regional experience	Any other information

### 7. Contact person for queries

name:

email:

phone:

**We herewith affirm that the above data are true and complete**

#### Notes on completing the expression of interest

Please limit your expression of interest to max. ten pages and do not submit any further attachments (curriculum vitae etc.). If you are declaring your interest within the framework of a consortium, please supply the details requested above for each partner separately, and name the lead partner.