

Terms of reference (ToR) for the procurement of services

CONFIDENTIAL

Enabling Green Hydrogen Clusters in India: Legal, Regulatory & Infrastructure Gap Analysis	Project number/ cost centre: G-012385-001
---	--

0.	List of abbreviations	2
	Brief information on the project	3
1.	Context.....	3
2.	Tasks to be performed by the contractor	4
	2.1 WP 1: Baseline Assessment of Existing Legal, Regulatory, Institutional and Infrastructure Planning Frameworks (Landscape Assessment / Mapping Exercise)	5
	2.2 Work Package 2: Gap Analysis and Readiness Assessment for Green Hydrogen Cluster Development (Gap Analysis / Critical Assessment).....	5
3.	Concept.....	10
	Technical-methodological concept	10
	Project management of the contractor (1.6)	10
	Further requirements (1.7).....	11
4.	Criteria for Eligibility of Firms	11
5.	Personnel concept.....	12
	Team leader	12
	Expert 2 – Key Expert 2 (Cross Sectoral Planning Expert)	13
6.	Costing requirements	15
	Assignment of personnel and travel expenses	16
	Sustainability aspects for travel	16
	Workshops, events and trainings.....	16
7.	Inputs of GIZ or other actors.....	16
8.	Requirements on the format of the tender	16
9.	Option	17
10.	Outsourced processing of personal data	17

0. List of abbreviations

BMZ	Federal Ministry for Economic Cooperation and Development
gH2	Green Hydrogen
GH2I	Green Hydrogen Investments Project
MNRE	Ministry of New and Renewable Energy
PtX	Power-to-X
RE	Renewable Energy
STE	Short-term expert
ToR	Terms of Reference
WP	Work Package

Brief information on the project

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) has been commissioned by the Federal Ministry for Economic Cooperation and Development (BMZ) for supporting activities around Green Hydrogen and derivatives through Green Hydrogen Investments program. The bilateral program supports the Indian partner ministry, Ministry of New and Renewable Energy (MNRE), in market development for the uptake of green hydrogen (H₂) and power-to-X (PtX) applications, especially in hard-to-abate sectors.

The objective of the project is to contribute to the overarching German development goals in India, especially to the decarbonization of the economy with accelerated RE expansion and supports a modern and sustainable energy supply in India. In the context of current geopolitical developments, the diversification of international partnerships as well as of access to critical raw materials and energy sources constitutes a strategic interest for Germany. India's developing hydrogen ecosystem, supported by public incentive mechanisms, offers a relevant framework for engagement by German hydrogen companies and contributes to strengthening sustainable economic cooperation.

1. Context

India has set ambitious targets under the National Green Hydrogen Mission to establish itself as a global hub for green hydrogen production, utilization, and exports. Several states, ports, industrial corridors, and private sector developers are exploring green hydrogen, green ammonia, green methanol, and related industrial ecosystems. However, the successful development of Green Hydrogen (GH₂) commercial clusters requires more than project-level investments. It requires integrated planning of production, transport, storage, utilization, common infrastructure, environmental resources, and supporting governance frameworks.

Globally, emerging hydrogen hubs and hydrogen valleys increasingly adopt a cluster-based approach where multiple producers, off-takers, infrastructure providers, logistics operators, ports, utilities, and public institutions operate within a shared ecosystem. Such models improve infrastructure utilization, reduce costs, enable coordinated development, and facilitate scaling of hydrogen markets.

While India has introduced enabling policies and incentives for green hydrogen production, significant gaps remain in the legal, regulatory, institutional, and planning frameworks required for the development of integrated hydrogen clusters and hubs. Existing regulations have largely evolved around conventional energy, industrial development, ports, land-use planning, environmental management, and logistics systems and may not adequately address the requirements of multi-user hydrogen ecosystems.

There is currently no comprehensive framework for planning hydrogen clusters from a whole-system perspective encompassing production, transport, storage, utilization, environmental sustainability, social impacts, governance arrangements, and shared infrastructure development. The absence of such a framework may result in fragmented investments, infrastructure bottlenecks, regulatory uncertainty, inefficient resource utilization, and increased project risks.

This study seeks to assess the readiness of India's legal, regulatory, institutional, and planning ecosystem to support the development of GH2 commercial clusters and hubs. The findings will provide evidence-based recommendations for policymakers and stakeholders and serve as a foundation for the future development of a Green Hydrogen Cluster Guidebook and planning framework.

Proposed Objectives

1. Conduct a comprehensive legal and regulatory gap analysis for development of Green Hydrogen (GH2) commercial clusters/hubs in India, including assessment of existing laws, policies, institutional mandates, permitting systems, safety regulations, land-use provisions, water access, pipeline infrastructure, storage, transport, IFC Performance Standards and shared/common infrastructure frameworks at central, state, and port levels.
2. Assess state-level and port-level readiness for GH2 cluster development by identifying regulatory bottlenecks, institutional overlaps, infrastructure planning challenges, and governance gaps affecting integrated hydrogen ecosystems, industrial clusters, SEZs, and export-oriented hydrogen/ammonia hubs. Discuss and consult with existing authorities and ports (Kandla/Tuticorin, travel, interview).
3. Benchmark with international experiences, legal frameworks, and governance models for hydrogen clusters and hub development from leading jurisdictions such as Germany, and other major hydrogen economies, and assess their applicability within the Indian context. (up to 2 clusters in Germany/Europe, desktop research/telephonic interview).
4. Develop strategic recommendations answering what, which who and how by laying out detailed operational, planning, regulatory and governance roadmap for enabling GH2 commercial cluster development in India, including proposed legal reforms, institutional coordination mechanisms, infrastructure planning considerations, and policy inputs. (what, which, stakeholders)

GIZ shall hire the contractor for the anticipated contract term, from 01.11.2026 to 01.09.2027.

2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

To achieve the stated objectives, the contractor shall perform a series of interconnected tasks organised into distinct Work Packages (WPs). The work packages are designed to ensure a systematic progression from baseline assessment and mapping of the existing operational, planning, legal, regulatory, governance, and infrastructure planning landscape to the development of a strategic roadmap for enabling Green Hydrogen (GH2) commercial clusters and hubs in India.

2.1 WP 1: Baseline Assessment of Existing Legal, Regulatory, Institutional and Infrastructure Planning Frameworks (Landscape Assessment / Mapping Exercise)

2.1.1 Review Existing Policy and Regulatory Frameworks

Conduct a comprehensive review of the existing policy, legal, regulatory, and institutional frameworks relevant to GH2 cluster development in India. The review shall cover central, state, and local-level regulations and institutions governing:

Green hydrogen production, Renewable energy integration, Industrial development, Land-use planning, Water allocation and management, Environmental approvals, Industrial safety, Hydrogen transport and storage, Port infrastructure and logistics, Common-user infrastructure and utilities.

2.1.2 Map Institutional Responsibilities and Approval Processes for cluster development

Identify and map the mandates, responsibilities, approval pathways, and decision-making processes of relevant institutions, including but not limited to:

Ministry of New and Renewable Energy (MNRE), Ministry of Ports, Shipping and Waterways, Ministry of Environment, Forest and Climate Change, Ministry of Petroleum and Natural Gas, State governments, State Industrial Development Corporations, Port Authorities, SEZ Authorities, Electricity Regulatory Commissions, Water Resource Authorities

2.1.3 Assess Existing Frameworks for Hydrogen Infrastructure

Review existing regulations, standards, and guidelines relevant to:

Hydrogen production facilities, Hydrogen pipelines, Storage facilities, Compression systems, Ammonia infrastructure, Shared utility systems, Export terminals, Industrial cluster infrastructure

2.1.4 Prepare Regulatory and Institutional Baseline

Develop a consolidated baseline assessment summarising the current legal, regulatory, institutional, and planning ecosystem relevant to GH2 cluster development in India.

The outputs of WP 1 shall constitute the analytical foundation for subsequent gap analysis and international benchmarking.

2.2 Work Package 2: Gap Analysis and Readiness Assessment for Green Hydrogen Cluster Development (Gap Analysis / Critical Assessment)

2.2.1 Conduct Legal and Regulatory Gap Analysis

Assess the adequacy of existing frameworks (WP1) to support integrated GH2 cluster development and identify regulatory gaps, overlaps, inconsistencies, and bottlenecks.

Attention shall be given to:

Industrial zoning, Land-use planning, Hydrogen corridors, Pipeline development, Shared infrastructure regulation, Open-access infrastructure, Port-based hydrogen ecosystems, multi-user hydrogen hubs, Hydrogen storage regulations, Safety and emergency response systems

2.2.2 Assess Governance and Institutional Gaps

Evaluate whether current institutional arrangements are adequate for planning, developing, and operating integrated hydrogen clusters involving multiple stakeholders.

The analysis shall assess:

- Coordination mechanisms
- Governance structures
- Infrastructure ownership models
- Cost-sharing mechanisms
- Cluster management arrangements

2.2.3 Assess Environmental and Social Safeguard Readiness

Assess the extent to which existing frameworks address:

Water resource management, Biodiversity protection, Coastal ecosystem impacts, Community engagement, Labour and employment considerations, Land acquisition and resettlement, Community health and safety.

The assessment shall also review alignment with international safeguard frameworks including IFC Performance Standards and other relevant ESG requirements.

2.2.4 Assess Investment and Financing Readiness

Identify legal and regulatory barriers affecting project bankability, infrastructure financing, shared asset development, and access to international climate finance.

2.3 Work Package 3: International Benchmarking and Best Practice Assessment

2.3.1 Review International Hydrogen Cluster and Hub Initiatives

Conduct a detailed assessment of international hydrogen hubs, hydrogen valleys, industrial decarbonisation clusters, and export-oriented hydrogen ecosystems.

The assessment shall include selected examples from:

- Germany and other EU member states

2.3.2 Benchmark Legal and Regulatory Frameworks

Review international approaches related to:

- Hydrogen cluster governance
- Shared infrastructure regulation
- Hydrogen pipeline regulation
- Port-based hydrogen hubs
- Spatial planning frameworks

- Safety regulations
- Environmental safeguards
- Community engagement

2.3.3 Identify Transferable Best Practices

Assess applicability of international approaches within the Indian context and identify regulatory and governance models that may be adapted for India.

2.4 Work Package 4: Whole-System Cluster Planning Framework and Strategic Roadmap

2.4.1 Develop a Green Hydrogen Cluster Planning Framework

Develop a conceptual framework for planning GH2 clusters based on a whole-system approach covering:

Production, Storage, Transport, Utilisation, Export infrastructure, Shared utilities, Environmental considerations, Social impacts, Regional economic development.

2.4.2 Develop Cluster Readiness Assessment Framework

Develop an assessment framework for evaluating state-level and port-level readiness for GH2 cluster development.

The framework shall include:

- Infrastructure readiness
- Regulatory readiness
- Governance readiness
- Market readiness
- Environmental readiness
- Social readiness

2.4.3 Develop Regulatory Roadmap

Prepare a phased roadmap identifying:

- Short-term reforms (0–2 years)
- Medium-term reforms (3–5 years)
- Long-term reforms (5+ years)

The roadmap shall include legal, regulatory, institutional, and governance recommendations.

2.4.4 Develop Recommendations for Future Guidebook Development

Provide recommendations and content structure for a future GH2 Cluster Development Guidebook, including key planning principles, implementation considerations, and capacity-building requirements. (Inputs on structure the process to design the guidebook)

2.5 Key Assessment Areas of this tender

The study shall undertake a comprehensive assessment of the legal, regulatory, governance, infrastructure planning, environmental, social, and institutional dimensions required for the development of Green Hydrogen (GH2) commercial clusters and hubs in India. The assessment shall include, but not be limited to, the following thematic areas:

1. Legal and Regulatory Framework Assessment

Assessment of existing laws, regulations, standards, permitting processes, approval pathways, liability frameworks, safety regulations, certification systems, land-use provisions, water-use regulations, common-user infrastructure frameworks, hydrogen transport and storage regulations, and port-related regulatory requirements relevant to GH2 cluster development.

2. Spatial Planning and Infrastructure Framework Assessment

Assessment of planning approaches for hydrogen cluster siting and development, including renewable energy integration, water-energy-hydrogen nexus considerations, transmission and transport infrastructure, hydrogen corridors, shared utilities, export infrastructure, and long-term cluster expansion requirements.

3. Port-Based Hydrogen Ecosystem Assessment

Assessment of the readiness of ports and associated industrial ecosystems for hydrogen and hydrogen-derivative production, storage, logistics, bunkering, export infrastructure development, and integration with surrounding industrial clusters and supply chains.

4. Governance and Institutional Framework Assessment

Assessment of institutional arrangements, governance structures, public-private partnership models, infrastructure ownership and operation models, stakeholder coordination mechanisms, and roles and responsibilities of central, state, port, utility, and industrial development agencies.

5. Environmental, Social and Economic Impact Assessment

Assessment of environmental and ecosystem considerations, including water resources, biodiversity, coastal ecosystems, land requirements, cumulative impacts, climate resilience, as well as social and economic dimensions such as employment generation, skills development, community acceptance, land acquisition, inclusion, local livelihoods, and regional economic development.

6. International Benchmarking and Best Practice Review

Review of international experiences and best practices from hydrogen valleys, hydrogen hubs, industrial decarbonisation clusters, and export-oriented hydrogen ecosystems, including regulatory frameworks, governance models, shared infrastructure arrangements, spatial planning approaches, financing mechanisms, and risk-sharing models.

7. Gap Analysis and Strategic Recommendations

Identification of legal, regulatory, institutional, governance, infrastructure planning, environmental, and social gaps affecting GH2 cluster development in India, together with

recommendations, implementation pathways, and a roadmap to support future development of a national GH2 Cluster Planning Framework and Guidebook

Certain milestones, as laid out in the table below, are to be achieved during the contract term:

Milestone	Deadline / Place / Person Responsible	Criteria for Acceptance
Kick-off Meeting with Project Team and Confirmation of Methodology.	Date of contract signing + 2 weeks	Kick-off presentation (PPT); methodology and detailed workplan
Submission of Inception Report including detailed methodology, workplan, stakeholder mapping and consultation plan	Date of contract signing + 5 weeks	Inception Report including approved methodology, detailed workplan, stakeholder mapping, analytical framework and consultation plan; presentation of key approach to GIZ/project team.
Submission of Baseline Assessment Report of Existing Legal, Regulatory, Institutional and Infrastructure Planning Frameworks and Gap Analysis and Readiness Assessment for Green Hydrogen Cluster Development (WP1 + WP2)	Date of contract signing + 13 weeks	Draft and submit a Baseline & Gap Analysis ppt slides and Report; regulatory/institutional mapping matrix; approval/process mapping; GH2 cluster readiness assessment; presentation of key findings.
Submission of International Benchmarking and Preliminary Gap Analysis Report + 6 concept notes (max. 3 pages each) of 'lowest hanging fruits in Indian policy or regulatory (WP3)	Date of contract signing + 20 weeks	Draft and submit International Benchmarking ppt slides and Report; comparative best-practice matrix; 6 concept notes (max. 3 pages each) on priority/ "lowest-hanging fruits" Indian policy and regulatory interventions; presentation of findings.
Stakeholder Validation and Submission of Draft Recommendations and Regulatory Roadmap (WP4)	Date of contract signing + 27 weeks	Draft Recommendations Report; Regulatory & Institutional Roadmap; workshop, and PPT slides.

Submission of Draft Final Report	Date of contract signing + 32 weeks	Consolidated Draft Final Report covering all WPs, findings, gap analysis, international benchmarking, recommendations, roadmap and inputs for the GH2 Cluster Guidebook; executive presentation/PPT.
Submission of Final Report incorporating comments and recommendations	Date of contract signing + 37 weeks	Final consolidated report incorporating GIZ and stakeholder comments; final executive presentation; finalised recommendations as a GH2 Cluster Guidebook (dos and don'ts), roadmap and supporting annexes/matrices.

Period of assignment: from 01/11/2026 until 01/09/2027.

3. Concept

In the tender, the tenderer is required to show *how* the objectives defined in Chapter 2 (Tasks to be performed) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the tenderer must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The tenderer is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1 Context) (1.1.1). Following this, the tenderer presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (see Chapter 2 Tasks to be performed) (1.1.2).

The tenderer is required to present the actors relevant for the services for which it is responsible and describe the **cooperation (1.2)** with them.

The tenderer is required to present and explain its approach to **steering** the measures with the project partners (1.3.1).

Project management of the contractor (1.6)

The tenderer is required to explain its approach for coordination with the GIZ project. In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail.

The tenderer is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates

(duration and expert days) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule.

Further requirements (1.7)

– not applicable –

4. Criteria for Eligibility of Firms

The bidder must meet the following **administrative, financial, and technical requirements** for conducting the assignment.

I. Commercial Eligibility Assessment

- Average annual turnover for the last three financial years should be at least 40,000 EUR.
- The agency should have a minimum of 5 employees in the relevant technical field with one in core infrastructure planning (hydrogen infra) as of 31.10.2026.

II. Technical Eligibility Assessment

The agency must have handled at least two reference projects in the technical field of Green Hydrogen / Gh2 regulatory aspects / planning and at least one project in the last three years with a minimum commission value of EUR 40,000.

III. Weighted Criteria

1. Technical Experience:

- a) At least 3 years of experience in the Indian Green Hydrogen sector.
- b) Demonstrated experience in infrastructure planning, regulatory aspects and international engagements
- c) At least 5 years of experience advising on economic, policy, or regulatory frameworks in India's energy sector.
- d) Experience in standards, certification, or interoperability for industrial or hydrogen-related technologies.

Regional Experience:

- Proven work experience in India, with knowledge of the local institutional and industrial ecosystem.

Please submit documentary evidence of all the criteria mentioned above. please refer Annex A of bidding conditions.

5. Personnel concept

The tenderer is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 8), the range of tasks involved and the required qualifications.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

Team leader

Tasks:

- Provide overall strategic and operational leadership for the study, ensuring quality, timeliness and budget control.
- Liaise with GIZ and key stakeholders in India and Germany and India to align expectations.
- Oversee the integration of technical, financial and policy inputs from all experts and ensure consistency of findings.
- Supervise the planning and facilitation of workshops/webinars and stakeholder interviews.

Qualifications:

- Education/training (2.1.1): University qualification (Master's degree) in Business Management, Economics, Public Policy, Engineering, or any similar relevant subject.
- Language (2.1.2): C1 language proficiency in English
- General professional experience (2.1.3): 7 years of professional experience in the energy or industrial sector consulting.
- Specific professional experience (2.1.4): 6 years of professional experience in the Green Hydrogen Economy, of which 3 years in infrastructure planning (5 of 10 possible points) and of which 3 years in green hydrogen projects (5 of 10 possible points).
- Leadership/management experience (2.1.5): 5 years of management / leadership experience as project team leader or manager in a company.
- Regional experience (2.1.6): 5 years of experience in projects in India.
- Other (2.1.8): 2 years' experience in leading multi-country projects within European and Indian business environments.

Expert 1 – Key Expert 1 (Indian Hydrogen Sector & Energy Systems)

Tasks:

- Assess India's hydrogen ecosystem, including policies, regulations, infrastructure, and market development relevant to GH2 clusters.
- Identify infrastructure, regulatory, and planning gaps affecting development of integrated hydrogen clusters and hubs.
- Provide recommendations for cluster planning, infrastructure development, and integration with India's energy transition objectives.

Qualifications:

- Education/training (2.2.1): University qualification (Master's degree) in Engineering (Mechanical, Chemical, Electrical) or a related technical field, with Business Management/Public Policy/Economics, as added courses.
- Language (2. 2.2): C1 language proficiency in English
- General professional experience (2.2.3): 7 years of professional experience in the the energy, hydrogen, industrial hydrogen systems / sectors.
- Specific professional experience (2.2.4): 3 years of professional experience in the Indian Hydrogen Ecosystem focusing on policies, regulations and governance.
- Leadership/management experience (2.2.5): n.a.
- Regional experience (2.2.6): 3 years of experience in projects, regulations and policies in European setup, especially Germany.
- Other (2.2.8): 3 years of experience of in-person stakeholder engagements activities in the Indian Hydrogen Sector towards financial aspects

Expert 2 – Key Expert 2 (Cross Sectoral Planning Expert)

Tasks:

- Assess regional and spatial planning approaches for GH2 clusters in India, including production–demand co-location, land, renewable energy, water, transmission, transport and industrial infrastructure.
- Evaluate cross-sector energy-system integration, linking hydrogen with power, industry, transport, ports, water and other regional infrastructure systems.
- Identify planning and infrastructure gaps affecting integrated, multi-user GH2 clusters and recommend approaches for coordinated development and phased cluster expansion.

- Develop recommendations for integrated spatial and energy-system planning of GH2 clusters, considering domestic demand, export infrastructure, resource availability and surrounding regional ecosystems.

Qualifications:

- Education/training (2.3.1): University qualification (Master's degree) in Engineering (Mechanical, Chemical, Electrical), Business Management, Public Policy, Economics, or related fields.
- Language (2.3.2): C1 language proficiency in English
- General professional experience (2.3.3): 7 years of professional experience in cross sectoral planning, experiences in hydrogen sector planning, policy or advisory roles.
- Specific professional experience (2.3.4): 3 years of professional experience in the Indian green Hydrogen Ecosystems.
- Regional experience (2.3.6): 5 years of experience in projects in India.
- Other (2.3. 8): 2 years of experience in Indian green hydrogen and RE markets.

Short-term expert pool 1 with maximum 2 members

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of the short-term expert pool

- Provide specialised technical inputs on Green Hydrogen clusters, infrastructure, ports, energy systems, spatial planning, environmental and social aspects.
- Support stakeholder consultations, data gathering, and validation of study findings.
- Contribute to the assessment of regulatory, institutional, governance, and infrastructure planning gaps.
- Support the key experts and team leader in development of recommendations, roadmap, and final deliverables.

Qualifications of the short-term expert pool

- Education/training (2.6.1): 1 expert with university qualification with master's in engineering, renewable energies or similar 1 expert with university qualification in business, economics, public policy.
- Language (2.6.2): C1 language proficiency in English
- General professional experience (2.6.3): 1 expert with 7 years of professional experience in the renewable energy sector, green hydrogen value chain, ports, shipping etc, 1 expert

with 7 years of professional experience in the industrial infrastructure planning, storage and transportation

- Specific professional experience (2.6.4): 1 expert with 4 years of professional experience in Indian Green Hydrogen Industry, 1 expert with 4 years of specific experience in analysing renewable energy supply chains, other infra in GH2 cluster developments, in India
- Regional experience (2.6.5): 2 experts with 5 years of experience in India

The tenderer must provide a clear overview of all proposed short-term experts and their individual qualifications.

6. Costing requirements

Specification of inputs

Fee days	Number of experts	Number of days per expert	Total	Comments
Team Lead	1	30	30	
Key expert 1	1	30	30	
Key expert 2	1	35	35	
Short-term expert pool	2	20	40	
Travel budget	-	-	-	Budget for travel is proposed to cover visits to ports/relevant events for interviews/surveys. Maximum of 4 travels (2 experts for each travel) may be covered (Covering flight tickets and accommodation only)

Other costs	Number	Price	Total	Comments
Flexible remuneration	1			A budget of 10% is foreseen for flexible remuneration. Please incorporate this budget into the price schedule. Use of the flexible remuneration item requires prior written approval from GIZ.

Assignment of personnel and travel expenses

All business travel must be agreed in advance by the officer responsible for the project

Sustainability aspects for travel

GIZ has undertaken an obligation to reduce greenhouse gas emissions (CO₂ emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with higher CO₂ efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

CO₂ emissions caused by air travel must be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

Workshops, events and trainings

- Not applicable –

7. Inputs of GIZ or other actors

- Not applicable -

8. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToR. In particular, the detailed structure of the concept (Chapter 3) should be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). The tender must be legible (font size 11 or larger) and clearly formulated. It must be drawn up in English (language).

The complete tender must not exceed 10 pages (excluding CVs). If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered.

The CVs of the personnel proposed in accordance with Chapter 5 of the ToRs must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed 4 pages each. They must clearly show the position and job the proposed person held in the reference project and for how long. The CVs must be submitted in English (language).

Please calculate your financial tender based exactly on the parameters specified in Chapter 6 Quantitative requirements. The contractor is not contractually entitled to use up the days, trips, workshops or budgets in full. The number of days, trips and workshops and the budgets will be contractually agreed as maximum limits. The specifications for pricing are defined in the price schedule.

9. Option

- not applicable -

10. Outsourced processing of personal data

- Not applicable –