

Terms of reference (ToR) for the procurement of Service of Shipment of ICT equipments to Juba and Mogadishu

CONFIDENTIAL

Contents

I. General information	1
II. Tender requirements	3
1. Qualifications of proposed staff	3
1.1 Expert 1:	3
1.1.1 General qualifications	3
1.1.2 Experience in the region/knowledge of the country	3
1.1.3 Language skills:	3
1.2 Expert 2:	3
1.2.1 General qualifications	3
1.2.2 Experience in the region/knowledge of the country	3
1.2.3 Language skills:	3
2. Quantitative requirements	3
3. Conceptual	3
III. Requirements on the format of the tender	4
IV. Option	4
1. Nature and scope	4
2. Requirements:	4
3. Quantitative requirements for the optional services	4
4. Requirements on the format of the tender for the option	4
V. Outsourced processing of personal data	4

I. General information

1. Brief information on the project

The Intergovernmental Authority on Development (IGAD) is a Regional Economic Community (REC), that aims to foster peace and advancing regional integration in its member states. Moreover, it promotes the implementation of migration and displacement policies in its eight member states which are countries of origin, transit and destination for migrants and refugees. GIZ's Strengthening the Implementation of Migration Programs in IGAD (SIMPI II Program) supports IGAD in its Migration Programming.

Under the Strengthening IGAD's Migration Policy Implementation (SIMPI II) project, GIZ supports IGAD to ensure that selected IGAD Member States advance their National Migration Data Technical Working Groups. In the technical support efforts, GIZ intends to support the IGAD statistics department in procuring a variety of IT equipment's to support the migration departments of Somalia and South Sudan based on the request of the two respective member states.

2. Context

The Simpi Program has, with the BMZ approval, has procured various ICT equipment for the national statistics offices of both South Sudan and Somalia. The ICT equipment's have been purchased from Germany and the local market in Djibouti. All purchases were dispatched in the GIZ office in Djibouti to be checked. Through this request we intend to pay a shipping company to take over the air freight and delivery of the materials to their destinations (Juba and Mogadishu).

3. GIZ shall hire the contractor for the anticipated contract term, from **01.09.2026 – 15.09.2026 (15 days)**.

4. The contractor shall provide the following work/service: transport the following devices from Djibouti to (1) Mogadishu Airport and (2) Juba Airport. The breakdown of each country's consignment is as follows:

Somalia (Mogadishu)

#	Item	Somalia
1	Laptop Dell Notebook Travel Dell Latitude 7350 - EN	7
2	Desktop PC's Desktop HP 290 Intel core i5, 13 th Gen	5
4	Printers HP Color LaserJet Pro MFP 3303fdw Printer	2
5	LCD Projector BenQ MX560 Projector XGA	1
Total Devices		15

South Sudan (Juba)

#	Item	South Sudan
1	Laptop Dell Notebook Travel Dell Latitude 7350 - EN	9
2	Desktop PC's Desktop HP 290 Intel core i5, 13 th Gen	10
3	Tablets Samsung Galaxy Tab A9+ (128GB)	6
4	Printers HP Color LaserJet Pro MFP 3303fdw Printer	4
Total Devices		29

II. Tender requirements

Even if no technical assessment is envisaged, the qualifications section must be filled in. Please bear in mind that the required number of years of professional experience must match the selected fee level in line with the cost estimate.

1. Qualifications of proposed staff

1.1 Expert 1:

1.2 Expert 2:

2. Quantitative requirements

3. Conceptual

The tender should indicate how the services outlined in Section I.4 (Tasks) are to be provided. Reference should be made to the following criteria:

- 3.1 Registration in Djibouti
- 3.2 Affiliation with Ethiopian Airlines
- 3.3 Delivery timeframe (15 days)

- III. Requirements on the format of the tender**
- IV. Option**
- V. Outsourced processing of personal data**