



As an international cooperation enterprise for sustainable development with worldwide operations, the federally owned Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH supports the German Government in achieving its development-policy objectives. It provides viable, forward looking solutions for political, economic, ecological and social development in a globalized world. GIZ promotes complex reforms and change processes. Its corporate objective is to improve people's living conditions on a sustainable basis.

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, is announcing as following:

Call for expressions of interest

The GIZ Office in Kosovo is planning to launch a tender for organizing the National Job, Career and Entrepreneurship Fair 2022 during October – November 2022, and is asking companies to submit an expression of interest for participating on the tendering process as organizers.

Interested companies are invited to submit the following:

- 1) Proof of company's legal status (registration and/or certification documentation), company details (name, postal address).
- 2) References that prove at least 5 years of relevant experience on the following domains:
 - Event planning
 - Experience in organizing virtual fairs, 3 written reference letters
 - Experience in organizing in person fairs, 3 written reference letters
 - Experience in online platforms
- 3) Proof that the company data protection systems/platform, are according to EU standards and regulations for data security and privacy.

All documents must be submitted in **English** language but do not need to be verified by a court translator and simple copy of documents is sufficient.

After the evaluation of received expressions of interest, the chosen companies will be contacted and invited to take part in the tender. GIZ shall not bear any costs and expenses incurred by any bidder during the tender procedure and shall retain right to accept or refuse completely any offer, annul, or repeat the procedure at any time before the execution of a contract, holding at the same time no liability towards the bidders, and shall have no responsibility to provide reasons for such decision. **The tender dossier will be sent only to short listed companies.**

Responses are to be submitted in **closed/sealed envelope** to the address below marked as **"83415183 - Organization of the National Job, Career and Entrepreneurship Fair 2022"** and to arrive no later than **22.09.2022**, 16:30h at:

GIZ-Office Prishtina, Rr. Arkitekt Karl Gega 38, 10000 Prishtina, Republic of Kosovo