TENDER SPECIFICATIONS

Public service contract for "**Consultancy for Development of a Women in Tech (WiT) Community Platform, and EU-Africa Venture Sourcing**"

Reference №: **TZA25001-10031**

Country: **Tanzania**

Negotiated Procedure without Prior Publication

Deadline for requesting clarifications:	Until the **tenth day** before the deadline for submission of tenders
Deadline for submission of tenders:	**23 October 2026** at **12:00 P.M. (EAT)**

Belgian development agency

enabel.be

Table Of Contents

1 GENERAL REMARKS

1. THE CONTRACTING AUTHORITY

1.1. The contracting authority of this public contract is Enabel, public-law company with social purposes, with its registered office at Rue Haute 147, 1000 Brussels in Belgium (enterprise number 0264.814.354, RPM/RPR Brussels), called ' Enabel ' pursuant to the entry into force of Law of 23 November 2017 changing the name of the Belgian Technical Cooperation and defining the missions and functioning of Enabel, the Belgian agency for development cooperation.

1.2. Enabel has the exclusive competence for the execution, in Belgium and abroad, of public service tasks of direct bilateral cooperation with partner countries. Moreover, it may also perform other development cooperation tasks at the request of public interest organisations, and it can develop its own activities to contribute towards realisation of its objectives.

1.3. For this public contract Enabel, in Tanzania, is represented by:

Name	Position
Virginie Hallet	Country Director
Othman Boufaied	Contracts Manager

1.1. **Attention: Although Enabel, as the contracting authority, is established in Belgium, Enabel has a permanent establishment in Tanzania, which is the contracting entity for this public contract for tax purposes. Accordingly, invoicing and payments by Enabel will be subject to the Tanzanian tax regime. However, the services under this contract will be performed in Tanzania, Uganda and Senegal. Tenderers remain solely responsible for complying with any tax, employment, social security, registration, or other legal obligations that may arise under the legislation of each country in which the services are performed. For more information on this tax regime, you can contact Ramadhani Selemani, Procurement Officer (clause 3 of chapter 3 Award Procedure).**

2. RULES GOVERNING THE PUBLIC CONTRACT

2.1. The following, among others, apply to this public contract:

(a) The Law of 17 June 2016 on public procurement;

(b) The Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors;

(c) The Royal Decree of 14 January 2013 establishing the general rules for the execution of public contracts;

(d) The Law of 17 june 2013 on motivation, information, and remedies in public procurement, certain works, supply, and service contracts, and concessions;

(e) Circulars of the Prime Minister with regards to public procurement;

(f) Enabels policy regarding sexual exploitation and abuse – June 2019;

(g) Enabels policy regarding fraud and corruption risk management – June 2019.

2.2. All Belgian regulations on public contracts can be consulted on https://bosa.belgium.be/en/themes/public-procurement;

Enabel's Code of Conduct and the policies mentioned above can be consulted on Enabel's website via https://www.enabel.be/who-we-are/integrity/.

3. APPLICABLE LAW AND COMPETENT COURTS

3.1. Belgian legislation applies for this public contract and no other. In the event of a conflict regarding the interpretation, application or performance of these tender specifications, the parties will first try all conciliation possibilities. Except for an emergency, the parties avoid litigation in court without preliminary notification.

3.2. In case of court action, correspondence must (also) be sent to the following address:

Enabel S.A.
Global Procurement Services
To the attention of Ms Laura Jacobs
Rue Haute 147
1000 Brussels
Belgium

3.3. Any litigation regarding this public contract is the exclusive competence of the Brussels legal district courts and tribunals. French or Dutch are the languages of proceedings.

2 SUBJECT-MATTER AND SCOPE OF THE PUBLIC CONTRACT

1. TYPE OF CONTRACT

1.1. This public contract is a service contract for provision of: Consultancy for Development of a Women in Tech (WiT) Community Platform, and EU-Africa Venture Sourcing.

2. LOTS

2.1. This public contract is not divided into lots.

3. ITEMS

3.1. This public contract consists of the items listed under clause 2 of chapter 8 Forms - Tender form - Prices.

3.2. These items are grouped together to form one single contract. It is not possible to tender for one or several items and the tenderer must submit price quotations for all items of the contract.

4. DURATION OF THE PUBLIC CONTRACT

4.1. This public contract starts **upon award notification** and ends **upon completion of performance** (clause 15)**.**

4.2. This public contract **MAY NOT** be renewed.

5. VARIANTS

5.1. Variants are **NOT** allowed. Each tenderer may submit only one tender, no variants will be accepted.

6. OPTIONS

6.1. The tenderer may **NOT** submit options. Free options are forbidden. Any proposed option will be discarded.

3 AWARD PROCEDURE

SECTION (A) - GENERAL PROCEDURE INSTRUCTIONS

1. AWARD PROCEDURE

This public contract will be awarded through a Negotiated Procedure without Prior Publication pursuant to Article 42, § 1, °1, a) of the Law of 17 June 2016 on public procurement.

2. PUBLICATION

This contract is advertised in

2.1. The following platform:

(a) Website of Enabel (www.enabel.be).

2.2. This publication constitutes an invitation to submit a tender.

3. FURTHER INFORMATION

3.1. Public procurement administrator

The awarding of this public contract is coordinated by:

Ramadhani Selemani

Procurement Officer

ramadhani.selemani@enabel.be

All communication between the contracting authority and (prospective) tenderers regarding this public contract must go through this contact. Any other form of contact with the contracting authority about this public contract is prohibited unless otherwise stated in these tender specifications.

3.2. Requesting clarifications

Prospective tenderers have until the **tenth day**, inclusive, before the deadline for submission of tenders to submit any questions regarding these tender specifications and the contract. All inquiries must be sent in writing to the procedure coordinator mentioned under clause 3.1 (ramadhani.selemani@enabel.be) and will be answered in the order received.

Until the notification of the award decision no information will be given about the evolution of the procedure.

3.3. Publication of clarifications and/or amendments to the tender specifications

The complete overview of questions and answers, as well as any amendments to these tender specifications, will be available at the seventh day before the deadline for submission of tenders, at the latest.

These updates will be published on the same platforms as mentioned under clause 0.

The tenderer is to submit his tender after reading and taking into account any corrections made to these tender specifications that are published or that are sent to him by e-mail. To do so, when the tenderer has downloaded the tender specifications, it is strongly advised that he gives his coordinates to the public procurement administrator mentioned under clause 3.1 and requests information on any modifications or additional information.

4. VALIDITY PERIOD OF TENDERS

The tenderers remain bound by their tender for a period of **90 (ninety) calendar days** from the tender reception deadline date.

5. DATA TO BE INCLUDED IN THE TENDER

5.1. Tenderers are advised to consult the general principles set out under Heading 1 of the Law of 17 June 2016 on public procurement, which are applicable to this award procedure.

5.2. The tender and all annexes to the tender form must be drawn up in:

(a) English.

5.3. By submitting a tender, the tenderer automatically waives any of their own general or specific sales conditions, even if these are mentioned in any annexes to their tender.

5.4. The tenderer must clearly indicate within their tender any information that is confidential and/or relates to technical or business secrets, which may not be divulged by the contracting authority.

5.5. The tenderer must use the tender forms provided in the annex:

(a) Identification form (clause 1 of chapter 8 Forms);

(b) Tender form - Prices (clause 2 of chapter 8 Forms)

(c) Declaration on honour - Exclusion grounds (clause 3 of chapter 8 Forms).

Should the tenderer fail to use these forms, they shall bear full responsibility for ensuring that the documents submitted are in perfect concordance with the forms.

5.6. The tenderer also attaches the following to his tender:

(a) All documents demanded for the application of qualitative selection (see clause 13 and 6 Selection file) and award criteria (see clause 15);

(b) A detail of the prices quoted, listing for each item the various elements that are included in the price and the applicable taxes;

(c) The statutes and any other document required to establish the power of attorney of the signer(s).

5.7. Where the tender is submitted by a group of economic operators, it must include a copy of the following documents for each of the participants in the group:

(a) Identification form (clause 1 of chapter 8 Forms);

(b) Declaration on honour - Exclusion grounds (clause 3 of chapter 8 Forms);

(c) The statutes and any other document required to establish the power of attorney of the signer(s);

(d) The association agreement signed by each participant, clearly showing who represents the association.

5.8. Participants in a group of economic operators must designate one member of the group who will represent the group vis-à-vis the contracting authority.

5.9. In accordance with Article 73 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors, where an economic operator wants to rely on the capacities of other entities (particularly subcontractors or independent subsidiaries) for replying to criteria of economic and financial capacity or technical and professional aptitude (see clause 13 and 6 Selection file), it shall prove to the contracting authority that it will have at its disposal the resources necessary, for example, by producing a commitment by those entities to that effect.

6. TENDER CURRENCY

All prices given in the tender form must obligatorily be quoted in **Euro**.

7. DETERMINATION OF PRICES

7.1. This public contract is a **mixed-price contract**, comprising both **lumpsum** and **cost reimbursement** elements.

For the lump-sum element, a fixed price covers the entirety of the expert fees.

For the cost reimbursement element, the final amount payable shall be determined based on the actual costs incurred and duly verified, in accordance with the conditions and supporting documentation specified in the tender documents

7.2. In accordance with Article 37 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors, the contracting authority may for the purpose of verifying the prices carry out an audit of any and all accounting documents and perform on-the-spot checks with a view of verifying the correctness of the indications supplied.

8. ELEMENTS INCLUDED IN THE PRICE

8.1. The tenderer shall include in its prices all costs, charges and taxes applicable under the Tanzanian tax regime, including VAT, in accordance with the provisions governing payment by Enabel.Since the services will be performed in Tanzania, Uganda and Senegal, tenderers shall also take into account any tax obligations, registrations, withholding taxes, employment taxes or similar obligations that may arise under the legislation of those countries. Compliance with such obligations shall remain the sole responsibility of the service provider and shall not give rise to additional payments by Enabel.

8.2. For payments made by Enabel, the applicable Tanzanian tax regime shall apply. Enabel will deduct withholding tax at the applicable rate, **5% for payments made to Tanzanian companies** and **15% for payments made to non-resident (non-Tanzanian) companies**, unless a different rate applies under the applicable legislation or a double taxation agreement. Any such withholding tax shall be deducted from the amount payable to the contractor and remitted to relevant tax authority in accordance with the applicable legislation.

8.3. The unit and global prices for this public contract must encompass any costs, measures, and charges related to the performance of the contract, including but not limited to:

(a) Administrative management and secretariat services;

(b) Transportation, and insurance;

(c) Documentation related to the services;

(d) Delivery of documents or records associated with the performance of the contract;

(e) Packaging;

(f) Training required for operation;

(g) Where applicable, the measures imposed by occupational safety and worker health legislation;

(h) Customs and excise duties for equipment and products used.

(i) Acceptance costs.

8.4. All relevant costs must be factored into the prices for this public contract.

SECTION (C) - SUBMISSION OF TENDERS

9. SUBMISSION OF TENDERS

9.1. Without prejudice to any variants, the tenderer may only submit one tender per contract.

9.2. *Considering article 14, § 2, °1 of the Law of 17 June 2016 on public procurement, it would not be appropriate to impose the obligation to use electronic means of communication referred to in article 14, § 7, of the Law of 17 June 2016 on public procurement, and this because, due to the specialised nature of the public contract, the use of electronic means of communication requires specialised tools, resources or file formats not generally available or where the tools, resources or file formats required are not supported by generally available applications.*

9.3. *The specific reasons for requiring the use of paper tenders are: Pursuant to Article 14, §2, points 1°, 2° and 3° of the Law of 17 June 2016 on public procurement, the submission and receipt of tenders must be carried out by postal delivery or any other appropriate courier service. Submitting tenders electronically via the e-tendering application is not sufficiently supported by the internet access facilities available to tenderers in Tanzania. Therefore, the contracting authority deems it inappropriate to impose the mandatory use of electronic communication methods.*

9.4. The tenderer submits their tender as follows:

One original copy of the completed tender shall be submitted on paper.

The tenderer shall attach copies of the documents requested in these tender specifications. These copies **must** be submitted as one or more PDF files on a USB stick.

The submission is to be made in a properly sealed envelope, bearing the following information:

Tender: **TZA25001-10031 - Consultancy for Development of a Women in Tech (WiT) Community Platform, and EU-Africa Venture Sourcing**

To the attention of: **Ramadhani Selemani, Procurement Officer**.

9.5. **The tender must be submitted before 23 October 2026, at 12:00 P.M. (EAT)**, in one of the following ways:

(a) By mail (standard or registered mail): In this case, the sealed envelope should be placed in a second closed envelope addressed to:

Belgian agency for international cooperation
14/15 Masaki, Haile Selassie Road Oasis Office Park, 4th Floor P.O Box 23209
Dar es Salaam, Tanzania.

(b) Delivered by hand with an acknowledgment of receipt: The tender may be delivered in person on working days during office hours, from 9 am to 12 pm and from 1 pm to 5 pm - see the address provided under this clause 9.5 (a).

9.6. **The contracting authority draws the attention of the tenderer to the fact that submitting a tender by email does not satisfy the requirements of this clause 9. A tender submitted by email will be discarded.**

10. TENDER SIGNATURE

10.1. **The tender and all accompanying documents must be signed (original hand-written signature) by the tenderer or his/her representative.** The same applies to any alteration, deletion or note made to this document. The representative must clearly state that he/she is authorised to commit the tenderer.

10.2. Signatures are placed by the person(s) empowered or mandated to commit the tenderer. This obligation applies to each participant when the tender is submitted by a group of economic operators (consortium). These participants are jointly liable.

10.3. When the submission report is signed by a mandatary, he or she must clearly indicate whom he or she represents. The mandatary attaches the original electronic deed or private document that transfers these powers to him or her or a scanned copy of that proxy.

11. DEADLINE FOR SUBMISSION AND OPENING OF TENDERS

11.1. Tenders must be in the possession of the contracting authority before **23 October 2026** at **12:00 P.M. (EAT)**.

11.2. The tender opening session will take place behind closed doors at the address given under clause 9 for the submission of tenders.

SECTION (D) - SELECTION, AWARDING & CONCLUSION

12. EXCLUSION GROUNDS

12.1. The obligatory and facultative grounds for exclusion are provided in the declaration on honour attached to these tender specifications (see clause 3 of chapter 8 Forms).

12.2. By submitting the declaration enclosed in the annex to these tender specifications, the tenderer certifies that they are not in any of the exclusion cases listed in Articles 67 to 70 of the Law of 17 June 2016 on public procurement, nor Articles 61 to 64 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors.

12.3. The grounds for exclusion apply to all participants submitting a joint bid as a consortium of economic operators and third parties (in particular subcontractors or independent subsidiaries) whose capacity is invoked with regard to the criteria of economic and financial capacity or technical and professional aptitude (see clause 13 and 6 Selection file), in accordance with Article 73 § 1 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors.

12.4. The contracting authority will verify the accuracy of this declaration on honour for the tenderer with the highest ranked tender. To this end, the contracting authority will request the tenderer concerned to provide the necessary information or documents to verify their personal situation. The tenderer must submit this information by the fastest means and within the deadline set by the contracting authority.

12.5. The tenderer may attach these documents directly to his tender. If the tenderer fails to deliver the requested document(s) on time, the contracting authority reserves the right to exclude the tenderer.

12.6. Tenderers are strongly advised not to wait for the request of the contracting authority and to request the documents they have not attached to their tender as soon as possible from the competent authorities of the country where they are based. After all, in some cases, it may take a long time to obtain particular documents.

12.7. The contracting authority will directly obtain any information or documents that can be accessed free of charge by digital means from the instances that manage the information or documents. This is the case for Belgian tenderers (via the Telemarc platform), with the exception of the extract from the criminal record, which must be requested by the tenderer himself.

12.8. **Conflicts of Interest – Revolving Doors (Article 51 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors)**
Without prejudice to Articles 6 and 69, paragraph 1, 5° of the Law of 17 June 2016 on public procurement, a conflict of interest also includes any "revolving doors" situation. This occurs when a natural person who previously worked for a contracting authority — whether as internal staff, in a hierarchical position, as a civil servant, public officer, or in any other capacity linked to the contracting authority — subsequently intervenes under a public contract awarded by that same contracting authority. A conflict of interest arises when there is a connection between the activities previously performed by the individual for the contracting authority and the activities carried out under the awarded contract.

13. QUALITATIVE SELECTION

13.1. By means of the documents requested in the 'Selection file' (6 Selection file), the tenderer must demonstrate sufficient capacity to successfully perform this public contract.

13.2. Only tenders from tenderers who meet the selection criteria will be taken into consideration to participate in the comparison of tenders based on the award criteria outlined in clause 15 subject to the regularity of these tenders.

13.3. To meet the criteria of economic and financial capacity and the criteria on technical and professional aptitude, the tenderer may rely on the capacity of:

(a) all participants submitting a joint bid as a consortium of economic operators;

(b) other entities (in particular subcontractors or independent subsidiaries) regardless of the legal nature of the relationship with these entities, in accordance with Article 73 § 1 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors.

13.4. For all such participants or entities, the contracting authority must verify that there are no grounds for exclusion.

13.5. In accordance with Article 73 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors, where an economic operator wants to rely on the capacities of other entities (particularly subcontractors or independent subsidiaries) for replying to criteria of economic and financial capacity or technical and professional aptitude, it shall prove to the contracting authority that it will have at its disposal the resources necessary, for example, by producing a commitment by those entities to that effect.

14. OVERVIEW OF THE PROCEDURE

14.1. In a first phase, the tenders submitted by the selected tenderers will be evaluated as to their formal and material regularity.

14.2. The contracting authority reserves the right to have the irregularities in a tender regularised.

14.3. In a second phase, the formally and materially regular tenders will be evaluated as to their content by an evaluation commission. The contracting authority will restrict the number of tenders to be negotiated by applying the award criteria stated in these tender specifications (clause 15). This evaluation will be conducted on the basis of the award criteria and aims to set a shortlist of tenderers with whom negotiations will be conducted.

14.4. Then, the negotiation phase follows. In view of improving the contents of the tenders, the contracting authority may negotiate with tenderers the initial tenders and all subsequent tenders that they have submitted, except final tenders. The award criteria are not negotiable. However, the contracting authority may also decide not to negotiate. In this case, the initial tender is the final tender.

14.5. When the contracting authority intends to conclude the negotiations, it will so advise the remaining tenderers and will set a common deadline for the submission of any BAFO's (*Best and Final Offer*). Once negotiations have closed, the BAFO's will be evaluated as to its regularity and compared on the basis of the award criteria. The tenderer whose BAFO shows the best value for money (obtaining the best score based on the award criteria given under clause 15) will be designated the successful service provider for this public contract, after having been verified for absence of exclusion grounds and respect for the criteria of qualitative selection.

15. AWARD CRITERIA

15.1. The contracting authority will select the regular tender that it considers to be the most economically advantageous, based on the following criteria:

S/No	Criteria	Points
1	**Technical Proposal**	
	Implementation Strategy and Work Plan (Detailed Timeline and Activity Schedule)	15
	Methodological Approach (platform configuration; community onboarding and adoption; venture sourcing and vetting; investor-readiness capacity building; EU-Africa / South-South matchmaking; and the data, M&E and barometer layer)	15
	Tools and Frameworks (platform capability, including mobile-first / WhatsApp-native and trilingual EN/SW/FR operation and AI matchmaking; and IP, data ownership and portability)	15
	Risk Management Plan	15
	Sustainability and Knowledge Transfer	10
	Technical Proposal Total Points	**70**
2	**Price**	**30**
	TOTAL	**100**

15.2. Only technical offers that obtain a minimum technical score of 50 out of 70 points shall qualify for the financial evaluation.

15.3. **Price Points Calculations:**

The total price will be considered for the comparison of the bids. The following formula will be used.

Scoring Formula: Bid X Score = (Total price of the lowest bid/ Bid X Price) x 30

All other offers will be scored proportionally using this formula.

15.4. The scores for the award criteria will be added up. This public contract will be awarded to the tenderer that submitted the tender with the highest final score, after the contracting authority has verified the accuracy of the declaration on honour of this tenderer and provided the control shows that the declaration on honour corresponds with reality.

16. AWARDING THE PUBLIC CONTRACT

16.1. This public contract will be awarded to the tenderer who has submitted the most economically advantageous tender.

16.2. In accordance with Article 85 of the Law of 17 June 2016 on public procurement, the contracting authority is under no obligation to award the contract. The contracting authority may choose either not to award the public contract or to restart the procedure, if necessary, through another award procedure.

17. CONCLUDING THE CONTRACT

17.1. In accordance with Article 95, °2 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors, the contract is formed upon notification to the successful tenderer of the approval of their tender.

17.2. Notification is made via digital platforms or email, and, on the same day, by registered post.

17.3. The full public contract consists of the following documents:

(a) These tender specifications and their annexes;

(b) The approved BAFO and all of its annexes;

(c) The registered letter notifying the award decision;

(d) Any later documents accepted and signed by both parties, as appropriate.

17.4. In the interest of transparency, Enabel commits to publishing an annual list of recipients of its contracts. By submitting their tender, the successful tenderer agrees to the publication of the contract title, nature and object of the contract, their name and location, and the contract amount.

4 SPECIAL CONTRACTUAL PROVISIONS

This chapter of these tender specifications holds the specific administrative and contractual provisions that apply to this public contract by way of derogation from the 'General Implementing Rules for public procurement' of the Royal Decree of 14 January 2013 (Royal Decree of 14 January 2013 establishing the general rules for the execution of public contracts), hereinafter referred to as “GIR”, or as a complement or an elaboration thereof. The numbering of the articles below (between brackets) follows the numbering of the “GIR” articles. Unless indicated, the relevant provisions of the “GIR” apply in full.

These tender specifications derogate from the following Article of the “GIR”:

Article 26 - The performance bond may be posted through an establishment that has its registered office in one of the countries of destination of the services. The contracting authority reserves the right to accept or refuse the posting of the bond through that institution. The tenderer mentions the name and address of this institution in the tender. This derogation is founded on the idea of providing possible local tenderers with an opportunity to submit a tender. This measure is made essential by the specific requirements of this public contract.

SECTION (A) - GENERAL

1. USE OF ELECTRONIC MEANS (ART. 10)

The use of electronic means for exchanges during the performance of the contract is permitted unless stated otherwise in these tender specifications. In such cases, notifications from the contracting authority will be sent to the address or registered office mentioned in the tender.

2. MANAGING OFFICIAL (ART. 11)

2.1. The managing official for this public contract is **Wende Mhidze**, **Expert, Gender Inclusive Digital Entrepreneurship**, email: wende.mhidze@enabel.be. The managing official is responsible for overseeing the performance of the contract.

2.2. Once this public contract is concluded, the managing official serves as the primary point of contact for the service provider. All correspondence or questions regarding the performance of the contract should be directed to him/her, unless otherwise explicitly stated in these tender specifications.

2.3. The managing official has full authority to monitor the satisfactory performance of the contract, which includes issuing service orders, preparing reports and statements, approving services, progress reports, and reviews. They may order changes to the contract with regards to its subject-matter or performance, provided that such changes remain within its original scope.

2.4. However, the signing of amendments or any other decision or agreement implying derogation from the initial terms and conditions of the contract are not part of the competence of the managing official. For such decisions the contracting authority is represented as stipulated under clause 1 of chapter 1 General Remarks.

2.5. Under no circumstances is the managing official allowed to modify the terms and conditions (e.g. performance deadline) of the contract, even if the financial impact is nil or negative. Any commitment, change or agreement that deviates from the conditions in these tender specifications and that has not been notified by the contracting authority, will be considered null and void.

3. CONFIDENTIALITY (ART. 18)

3.1. Service providers who, during the performance of the contract, receive information or documents or data of any kind that are classified as confidential and relate, in particular, to the subject matter of the contract, the resources required for its performance and the operation of the contracting authority's services, shall take the necessary measures to prevent such information, documents or data from being disclosed to third parties who have no right to know them.

3.2. Service providers who, in the performance of the contract, have knowledge of a drawing or model, know-how, method or invention belonging to the contracting authority or jointly to the contracting authority and the service provider, shall refrain from any communication concerning the drawing or model, know-how, method or invention to third parties, unless those elements are the subject of the contract.

4. PROTECTION OF PERSONAL DATA

4.1. **Processing of personal data by the contracting authority**
The contracting authority undertakes to process the personal data that are communicated to it in response to the call for the tenders with the greatest care, in accordance with legislation on the protection of personal data (General Data Protection Regulation, GDPR). Where the Belgian law of 30 July 2018 on the protection of natural persons with regard to the processing of personal data contains stricter provisions, the contracting authority will act in accordance with said law.

4.2. **Processing of personal data by the service provider** During contract performance, the service provider may process personal data of the contracting authority exclusively in the name and on behalf of the contracting authority, for the sole purpose of performing the services in accordance with the provisions of the tender specifications or in execution of a legal obligation.

For any processing of personal data carried out in connection with this public contract, the service provider is required to comply with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (GDPR) and the Belgian law of 30 July 2018 on the protection of natural persons with regard to the processing of personal data.

By simply participating in the contracting process, the tenderer certifies that he will strictly comply with the obligations of the GDPR for any processing of personal data conducted in connection with that public contract.

The personal data that will be processed are confidential. The service provider will therefore limit access to data to the strictly necessary personnel for the performance, management and monitoring of the public contract.

Where the service provider processes personal data on behalf of the contracting authority, the contracting authority determines the purposes and essential means of the processing. The service provider acts as processor within the meaning of Article 28 GDPR. In this case, the contracting authority will be responsible for the processing, and the service provider will be its processor, within the meaning of Article 28 of the GDPR.

Processing carried out on behalf of a controller must be governed by a contract or other legal act that is binding on the processor with regard to the personal data controller and that sets out that the subcontractor acts only on the instruction of the person in charge of the processing and that the confidentiality and security obligations regarding the processing of personal data are also the responsibility of the subcontractor (Article 28, § 3 of the GDPR).

4.3. **Processor obligations**

Where the service provider acts as processor, it shall process personal data only on documented instructions from the contracting authority, including with regard to transfers to third countries, unless required to do so by Union or Belgian law. It shall immediately inform the contracting authority if an instruction infringes the GDPR or other applicable data-protection law.

The service provider shall ensure that persons authorised to process personal data are bound by confidentiality obligations. It shall implement and maintain appropriate technical and organisational measures in accordance with Article 32 GDPR, proportionate to the risks, including access controls, least privilege, multi-factor authentication where appropriate, encryption, logging, vulnerability management, tested backups and business-continuity measures.

The service provider shall assist the contracting authority, taking into account the nature of the processing and the information available to it, in responding to data-subject requests and in complying with Articles 32 to 36 GDPR, including security, personal-data breaches, data-protection impact assessments and prior consultation.

The service provider shall notify the contracting authority without undue delay, and at the latest within 24 hours of becoming aware, of any personal-data breach or security incident affecting the contract. It shall cooperate in the investigation, containment and remediation of the incident.

The service provider shall not appoint a sub-processor, use a new cloud service, or transfer or allow remote access to personal data from outside the European Economic Area without the prior written authorisation of the contracting authority. It shall impose equivalent obligations on authorised sub-processors and remain fully liable for their compliance. Any transfer shall comply with Chapter V GDPR.

At the choice of the contracting authority, the service provider shall return or delete all personal data at the end of the contract, including copies and data held by sub-processors, unless Union or Belgian law requires retention. It shall provide written confirmation of deletion upon request.

The service provider shall make available all information necessary to demonstrate compliance with this clause and allow audits, including inspections, by the contracting authority or an auditor mandated by it.

4.4. Use of artificial intelligence and digital tools

The service provider shall not use personal data, documents or other information of the contracting authority to train, test, evaluate or improve an AI system or model, or for product development, benchmarking, profiling, marketing or advertising, without the contracting authority's prior written authorisation. Where the services involve an AI system, the service provider shall identify its role under Regulation (EU) 2024/1689, provide the relevant technical documentation and instructions for use, ensure appropriate human oversight and logging where required, and notify the contracting authority of any serious incident, material malfunction or loss of compliance.

Cybersecurity and NIS2

The service provider shall maintain cybersecurity measures proportionate to the risks and to the criticality of the services. It shall remediate or mitigate critical vulnerabilities without undue delay, notify the contracting authority before material changes to security, hosting, support, administration or remote access, and regularly test its business-continuity, disaster-recovery and incident-response arrangements. Where subject to NIS2, it shall comply with its legal obligations, including risk management, supply-chain security and notification of significant incidents, and shall inform the contracting authority, within legal limits, of any notification relevant to the contract.

5. INTELLECTUAL PROPERTY (ART. 19 TO 23)

5.1. The Contracting Authority shall **acquire all** intellectual property rights in the assignment-specific deliverables created or developed specifically in the performance of this public contract.

5.2. Unless otherwise specified in the procurement documents, when this public contract involves the creation, manufacture, or development of designs, logos, or similar works, the contracting authority acquires the intellectual property rights to these works. This includes the right to trademark, register, and protect them.

5.3. For the avoidance of doubt, the transfer of intellectual property rights under this clause does not extend to software, platforms, tools, methodologies, know-how or other intellectual property owned or developed independently by the service provider prior to the public contract or outside its performance (“Pre-existing IP”). Such rights remain vested in the service provider or its licensors. Where the services rely on such Pre-existing IP, the service provider shall ensure that Enabel benefits from a non-exclusive, worldwide, perpetual, irrevocable and royalty-free licence to use, access, operate, reproduce and modify the deliverables incorporating such Pre-existing IP, to the extent necessary for its internal and programme-related purposes. To the extent that the deliverables depend on such Pre-existing IP, the service provider shall ensure that Enabel enjoys sufficient user, access, portability and transition rights to fully benefit from the deliverables and to migrate its assignment-specific content and configurations to another solution upon termination of the contract.

5.4. Without prejudice to the foregoing, Enabel shall own all assignment-specific deliverables, including data, documentation, training materials, reports, configurations and other outputs produced under the public contract

SECTION (B) - FINANCIAL GUARANTEES

6. PERFORMANCE BOND (ART. 25 TO 33)

6.1. Scope and amount (Art. 25)

The performance bond is a requirement for this public contract and is set at **5%** of the total value of the contract, excluding VAT. The resulting value will be rounded up to the nearest 10 euros.

6.2. Nature of the performance bond (Art. 26)

In accordance with the applicable legal and regulatory provisions, the performance bond may be provided in the form of cash, public funds, or a joint performance bond. It may also be issued as a surety bond by a credit institution meeting the requirements of the law governing credit institutions or by an insurance company approved for branch 15 (bonds) under the law governing insurance companies.

By way of derogation from Article 26 of the “GIR”, the performance bond may be posted through an institution with its registered office in one of the countries of destination of the services. The contracting authority reserves the right to accept or refuse the posting of the bond through such an institution. The tenderer shall provide the name and address of this institution in the tender.

This derogation is intended to provide local tenderers with the opportunity to submit a tender, taking into account the specific requirements of the contract.

6.3. Deadline for submitting the performance bond (Art. 27)

The successful tenderer is required to provide proof of the posting of the performance bond within 30 calendar days from the conclusion of the procurement contract.

The period specified above is suspended during the period of closure of the service provider 's business for paid annual holidays and the days off in lieu stipulated by regulation or by a collective binding labour agreement.

6.4. Posting of the performance bond (Art. 27)

The performance bond must be posted by the successful tenderer in one of the following ways:

(a) Cash deposit: Deposit the amount in the account of the Deposit and Consignment Office (Dutch or French procedure to enter a deposit in e-DEPO) or of a public institution performing a similar function similar;

(b) Public Funds: Deposit with the State cashier at the National Bank's headquarters in Brussels or one of its provincial branches, on behalf of the Deposit and Consignment Office or a similar public institution;

(c) Joint surety: By the deposit, via an institution that lawfully carries out this activity, of a deed of joint surety with the Deposit and Consignment Office or with a similar public institution;

(d) Guarantee: Provide the deed of undertaking of the credit institution or the insurance company. The Contracting Authority reserves the right, at its sole discretion, to reject guarantees issued by insurance companies and to require that the guarantee be issued by a bank or other financial institution acceptable to the Contracting Authority.

6.5. **Proof of deposit (Art. 27)**

Proof of posting the performance bond must be provided as applicable by submission to the contracting authority of:

(a) A deposit receipt from the Deposit and Consignment Office or a similar public institution;

(b) A debit notice from the credit institution or insurance company;

(c) A deposit certificate issued by the State Cashier or a similar public institution;

(d) The original copy of the deed of joint surety stamped by the Depot and Consignment Office or by a similar public institution;

(e) The original copy of the deed of undertaking issued by the credit institution or the insurance company granting a guaranty.

These documents, signed by the depositor, must state why the performance bond was posted and its precise usage, consisting of a concise indication of the subject-matter of the procurement contract and a reference to the procurement documents, as well as the name, first name and full address of the service provider and, where relevant, that of the third party that made the deposit on the service provider 's account, bearing the statement 'lender' or 'mandatory', as appropriate.

Proof that the required performance bond has been posted must be sent to the address that will be mentioned in the contract conclusion notification.

6.6. **Release of bond**

If the contracting authority confirms acceptance of the services, the bond shall be released, even if the service provider has made no such request. The whole of the bond will be released at once after acceptance of the entire contract.

SECTION (C) - THE PUBLIC CONTRACT DOCUMENTS

7. CONFORMITY OF PERFORMANCE (ART. 34)

The services must comply in all respects with the procurement documents. In the absence of specific technical specifications in the procurement documents, the performance of the contract must meet the highest standards of good practice in the relevant field.

SECTION (D) - CHANGES TO THE PUBLIC CONTRACT

8. REPLACEMENT OF THE SERVICE PROVIDER (ART. 38/3, °1)

8.1. **Scope**

The clause may be applied in case the service provider is unable to continue the performance of the contract due to termination of the contract (art. 61, 62 or 62/1, °2 of the “GIR”) or after taking an ex officio measure (art. 47 of the “GIR”).

8.2. **Nature of the amendment**

In derogation of art. 47, § 2, °3 of the “GIR”, the contracting authority may, in all the above cases, immediately award a new contract to the subcontractor(s) of the service provider already involved in the performance of the contract or to the second-ranked tenderer, for all or part of the contract still to be performed, and this without initiating a new award procedure. This agreement will take the form of an amendment to the original contract to be concluded between the contracting authority and the new service provider.

8.3. **Conditions under which this revision clause may be used**

Provided that they meet the selection criteria and the exclusion grounds set out in this document, and if they can meet the initial conditions of the contract, the contracting authority may conclude a contract for account with the service provider 's subcontractor(s) already involved in the performance of the contract. To this end, the contracting authority shall contact the subcontractor(s) or his (their) representative(s), asking whether he (they) can meet the original terms of the contract. If the subcontractor(s) cannot meet the original conditions, a contract for account may be concluded under amended conditions. Before concluding such an amended contract, the contracting authority shall check whether the new conditions are still more advantageous than those of the tenderer ranked second during the evaluation of the tenders under the original award procedure. If this is not the case, the contracting authority will conclude a contract for account as referred to in the paragraph below.

If the contracting authority is unable or unwilling to avail itself of the option mentioned in the preceding paragraph, a contract for account may be concluded with the tenderer who was ranked second during the evaluation of the tenders under the original award procedure, provided that he meets the selection criteria and the exclusion grounds set out in this document. To this end, the contracting authority contacts the second-ranked tenderer or his representative to ask whether he agrees to maintain his bid. If that bidder agrees without reservation, the contracting authority proceeds to award and conclude the contract for account. If the tenderer in question does not agree to maintain the terms of his initial tender or if his modified tender does not remain the most economically advantageous on the basis of the evaluation of the tenders under the original award procedure (after exclusion of the initial service provider), the contracting authority shall address itself:

(a) either successively, according to the ranking, to the other regular the tenderers. In this case too, the contracting authority contacts the tenderer concerned or his representative to ask whether he agrees to maintain his tender. If that tenderer agrees without reservation, the contracting authority proceeds to award and conclude the contract for account ;

(b) or simultaneously to all the other regular tenderers, asking them to revise their tender, on the basis of the initial terms of the contract, in order to award and conclude the contract on the basis of the tender that has become the most economically advantageous.

In any case, the contracting authority shall ensure that verification of the absence of grounds for exclusion and compliance with the selection criteria has taken place in an impartial and transparent manner, either in the context of the initial award procedure or at the time of the conclusion of the contract for account, so that no contract is awarded to a tenderer (or subcontractor) who should have been excluded or who does not meet the selection criteria. The minimum requirements of qualitative selection may, where appropriate, be adjusted in proportion to the remaining part of the contract if the contract for account is concluded only for part of the contract still to be performed.

The contract for account will be concluded by means of an amendment to the original contract, which will be signed by the contracting authority and the new service provider. If the contract has already been partially performed, this amendment will accurately mention all parts of the contract that still need to be performed. The amendment shall also mention all the changed conditions compared to the original tender of the initial service provider, and compared to the original tender of the new service provider. If necessary, the amendment shall state the method of application of the original conditions to the remaining part of the contract. All other conditions stated in the contract documents (the tender specifications and the original tender of the initial or new service provider), shall continue to apply unchanged.

If a contract for account is concluded, a copy of the amendment concerning the contract to be concluded shall be sent to the initial service provider by electronic transmission, in deviation from art. 47, § 3 (3) of the “GIR”.If, following the application of an ex officio measure (art. 47 of the

"GIR"), the price of the new contract for account concluded is higher than that of the initial contract, the initial service provider shall bear the additional costs.

9. REVISION OF PRICES (ART. 38/7)

Price revisions are not allowed under this contract.

10. INDEMNITIES FOR SUSPENSIONS ORDERED BY THE CONTRACTING AUTHORITY DURING CONTRACT PERFORMANCE (ART. 38/12)

10.1. The contracting authority reserves the right to suspend the performance of the contract for a given period, mainly because it considers that the procurement contract cannot be performed without inconvenience at that time.

10.2. The performance period is extended by the period of delay caused by this suspension, provided that the contractual performance period has not expired. If it has expired, the return of fines for late performance may be agreed.

10.3. When activities are suspended, based on this clause 10.3, the service provider is required to take all necessary precautions, at his expense, to protect the services already performed and the materials from potential damage caused by unfavourable weather conditions, theft or other malicious acts.

10.4. The service provider has a right to damages for suspensions ordered by the contracting authority when:

(a) The suspension lasts in total longer than one twentieth of the performance period and at least ten working days or fifteen calendar days, depending on whether the performance period is expressed in working days or calendar days;

(b) The suspension is not due to unfavorable weather conditions or other circumstances beyond the contracting authority's control which, in the contracting authority's discretion, constitute an obstacle to the continued performance of the contract at that time;

(c) The suspension occurs during the contract's performance period.

11. UNFORESEEABLE CIRCUMSTANCES

11.1. As a general rule, the service provider is not entitled to request modifications to the contractual terms for circumstances unknown to the contracting authority.

11.2. A decision by the Belgian state to suspend cooperation with a partner country, or a decision of a government of a partner country to suspend cooperation with the Belgian state, constitutes an unforeseeable circumstance under this clause 11. In the event that the Belgian state or the partner country terminates or ceases activities, which implies therefore the financing of this public contract, Enabel will make reasonable efforts to negotiate a fair maximum compensation amount.

12. TAXATION HAVING AN EFFECT ON THE VALUE OF THE PUBLIC CONTRACT (ART. 38/8)

12.1. For this public contract, a price revision resulting from a change in taxation is possible if the case occurs in Belgium or in the country of performance concerned by this public contract and has an incidence on the value of the public contract.

12.2. Such price revision is only possible if both the following conditions apply:

(a) The change entered into force after the tenth day preceding the deadline for submission of tenders, and

(b) Either directly, or indirectly by means of an index, such taxation is not included in the revision formula provided for in procurement documents in application of Article 38/7 of the "GIR".

12.3. In the event of an increase in charges, the service provider must prove that it has actually borne the additional charges it has claimed and that they are related to the performance of the contract.

In case of a reduction, there is no revision if the service provider proves that he paid the charges at the old rate.

13. TERMS OF INTRODUCTION (ART. 38/14 TO 38/17)

13.1. The contracting authority or the service provider who wishes to rely on one of the review clauses, as referred to in Articles 38/9 to 38/12 of the "GIR", must give written notice of the facts or circumstances invoked on which it relies within 30 days, either after they occurred or after the date on which the contracting authority or the service provider should normally have known about them.

13.2. The service provider may only invoke the application of one of these review clauses if it succinctly discloses the influence of the facts or circumstances invoked on the course and cost of the contract to the contracting authority within the period mentioned under clause 13.1, regardless of whether the contracting authority is aware of the facts or circumstances.

SECTION (F) - PERFORMANCE MODALITIES

14. DEADLINES AND TERMS (ART. 147)

14.1. The service provider must complete the services within **730 (Seven hundred and thirty) calendar days**, starting from **the day after the date on which the service provider received the contract conclusion notification letter**.

15. PLACE OF PERFORMANCE (ART. 149)

The services must be performed at the following locations:

	COUNTRY		
	Tanzania	**Uganda**	**Senegal**
ADDRESS	Belgian Agency for International Cooperation, 14/15 Masaki, Haile Selassie Road Oasis Office Park, 4th Floor Dar es Salaam, Tanzania	Belgian Agency for International Cooperation, Lower Kololo Terrace, Plot 1B PO Box 40131 Kampala - Uganda	Belgian agency for international cooperation, 121, Sotrac Mermoz Route de Ouakam BP 24474 Dakar, Senegal

16. INSPECTION OF THE SERVICES (ART. 150)

16.1. If irregularities are identified during the performance of this contract, the service provider will be promptly notified by e-mail, followed by confirmation via registered letter. The service provider is required to rectify the non-compliant services.

16.2. The service provider must notify the managing official in writing, either by registered post or e-mail (with proof of the exact dispatch date), specifying the date on which the services will be available for inspection.

17. LIABILITY OF THE SERVICE PROVIDER (ART. 152-153)

17.1. The service provider assumes full responsibility for any mistakes or deficiencies in the services delivered.

17.2. The service provider shall indemnify the contracting authority against any damages it may incur as a result of liability towards third parties arising from delays in the performance of the services or any failure by the service provider to fulfil its obligations.

SECTION (G) - MEANS OF ACTION

18. FAILURE OF PERFORMANCE (ART. 44)

18.1. The service provider shall be considered in breach of this public contract under the following circumstances:

(a) When contract performance is not carried out in accordance with the conditions specified in the procurement documents;

(b) When, at any time, contract performance has not progressed in such a way that it can be fully completed on the due dates;

(c) When the service provider fails to comply with written orders issued in due form by the contracting authority.

Any failure to comply with the provisions of the public contract, including the non-compliance with orders from the contracting authority, will be documented in a report ('process verbal'). A copy of this report will be sent immediately to the service provider either by registered post or e-mail (with proof of the exact dispatch date).

18.2. The service provider must address the defects without delay. He may assert his right of defence, either by registered post or e-mail (with proof of the exact dispatch date), addressed to the contracting authority within fifteen days from the date of dispatch of the report (process verbal). Silence on his part after this period shall be deemed as acknowledgement of the reported facts.

18.3. Any defects that can be attributed to the service provider may result in the application of one or more measures as provided in Articles 45 to 49, 154 and 155 of the “GIR”.

19. FINES FOR DELAY (ART. 46 AND 154)

19.1. Fines for delay differ from penalties referred to in Article 45 of the “GIR”. They are due, without the need for notice, by the mere lapse of the performance period without the issuing of a report and they are automatically applied for the total number of days of delay.

19.2. Fines for delay are calculated, according to Article 154 of the “GIR”, at a rate of **0.1%** per day of delay, with a **maximum of 7.5%**, of the value of all or part of the services that were performed with the same delay.

19.3. If the execution deadline is an award criterion, the penalty rate may increase to a **maximum of 10%**, depending on the weight assigned to this criterion in the tender specifications.

19.4. Without prejudice to the application of these fines, the service provider shall indemnify the contracting authority where appropriate against any damages owed to third parties on account of its delay in performing the contract.

20. MEASURES AS OF RIGHT (ART. 47 AND 155)

20.1. When, upon the expiration of the deadline specified in Article 44, § 2 of the "GIR", to present justifications, the service provider has remained inactive or has submitted justifications deemed insufficient by the contracting authority, the latter may invoke the measures as of right outlined in clause 20.2 However, the contracting authority may apply these measures before the expiration of the aforementioned term when the service provider has explicitly acknowledged the identified shortcomings.

20.2. The measures as of right are:

(a) Unilateral termination of the contract. In this case the entire performance bond, or if no bond has been posted an equivalent amount, is acquired as of right by the contracting authority as lump sum damages. This measure excludes the application of any fine for delay in performance in respect of the terminated part;

(b) Completion of all or part of the unfulfilled contract by the contracting authority itself;

(c) Conclusion of one or more replacement contracts with one or more third parties for all or part of the contract remaining to be performed.

The measures outlined in points (a), (b), and (c) will be executed at the expense, risk, and peril of the defaulting service provider. However, any fines or penalties imposed during the performance of a replacement contract will be borne by the new service provider.

SECTION (H) - END OF THE PUBLIC CONTRACT

21. ACCEPTANCE OF THE SERVICES PERFORMED (ART. 64 AND 156)

21.1. The managing official will closely follow up the services during their performance. The services will not be accepted until after having satisfied the inspections, technical acceptance operations and prescribed tests.

21.2. Final Acceptance will occur upon service delivery completion, marking full contract completion.

21.3. When the contracting authority is in possession of the list of services provided or the invoice and the total or partial completion of the services is established in accordance with the procedures laid down in the contract documents, the contracting authority shall carry out the verification, proceed with the acceptance formalities and notify the service provider of the result. In any event, the verification shall be carried out within the processing period referred to in Article 160(1) of the "GIR" (clause 22).

21.4. If the services are completed before or after the expected date, the service provider must notify the managing official by registered letter or electronic mail that provides equivalent assurance of the exact date of dispatch, and shall request that the acceptance procedure be carried out.

21.5. The acceptance process is final and concludes the services under the contract.

22. INVOICING AND PAYMENT (ART. 66-72 AND 160)

22.1. The contracting authority shall verify and pay the amount due to the service provider within a processing period of thirty days from the date on which it is established that all or part of the services have been completed, the terms of which shall be laid down in the contract documents. However, payment can only be made if the contracting authority is in possession of the duly established invoice.

22.2. Only services that have been performed correctly may be invoiced. The invoice must be issued in **EURO.**

22.3. The service provider sends (one copy only of) the invoices and the contract acceptance report(s) (original copy) to the following address: **Tanzania.admin@enabel.be** **copying** **wende.mhidze@enabel.be**.

22.4. Payments shall be made in accordance with the payment schedule set out in the Terms of Reference, subject to acceptance of the corresponding deliverables and receipt of a duly established invoice.

23. ADVANCE PAYMENTS

23.1. No advance payment will be granted under this public contract.

5 TERMS OF REFERENCE

1. BACKGROUND AND JUSTIFICATION

1.1 Context and Need for the Platform

Enabel, the Belgian Development Agency, is implementing the Africa - Europe Digital Innovation Bridge 2.0 (AEDIB 2.0) programme across Tanzania, Uganda and Senegal over the period 2026 - 2028. Under Strategic Objective 1 (SO1), Enabel strengthens Women in Tech (WiT) communities in their advocacy role for more inclusive digital-entrepreneurship policies and works with government and knowledge institutions to strengthen research and gender-disaggregated data capture on women's participation in the digital economy.

WiT communities across the three countries remain fragmented, under-resourced, and largely invisible to one another. They organize mainly through informal channels (WhatsApp groups, mailing lists, ad-hoc events) that do not scale, retain little institutional memory, and generate little of the evidence needed to influence policy. As a result, women digital entrepreneurs struggle to connect across borders, access curated resources and opportunities, and engage policymakers with credible, gender-disaggregated data.

To address these barriers, Enabel seeks to engage a qualified firm to develop, deploy and onboard a continental WiT community platform - a shared digital home that connects WiT chapters across Tanzania, Uganda and Senegal, hosts community life and learning, enables mentorship and matchmaking, and produces the participation data that underpins advocacy and the women digital-entrepreneurship barometer.

Under Strategic Objective 2 (SO2), AEDIB 2.0 also connects African and European innovation ecosystems. To maximize synergy and value for money, this assignment additionally bundles a complementary EU-Africa venture sourcing, investor-readiness and matchmaking workstream: the curated, investment-oriented identification and rigorous vetting of EU and African ventures; the strengthening of their investment- and partnership-readiness; and their structured matchmaking through blended virtual and in-person engagements that enable trust-based co-creation, technology transfer and commercially viable partnerships with measurable outcomes across SSA-EU and South-South corridors. The platform's matchmaking module, data room and M&E dashboards serve as the digital backbone for this workstream, so the two components reinforce one another rather than operate in isolation.

1.2 Rationale and Purpose of the Assignment

This ToR has been informed by a market consultation conducted in June 2026, to which technology providers and ecosystem actors operating in the region responded. Several recommendations from that consultation have shaped the scope below:

- **Procure the platform as a discrete deliverable.** Respondents advised separating platform delivery from broad advisory work to attract specialist providers rather than generalists. This assignment therefore covers the WiT community platform together with the closely related EU-Africa venture sourcing, investor-readiness and matchmaking workstream that runs on it. The barometer methodology, advocacy capacity building and ISO support remain separate AEDIB 2.0 contracts.

- **Build for the channels women already use.** Web-first platforms designed for mature markets tend to become dormant directories when transplanted to Dar es Salaam, Kampala or Dakar. A mobile-first, WhatsApp-native experience with phone-number identity was repeatedly cited as the difference between an active community and an unused database.

- **Work in three languages.** Genuine trilingual operation in English, Kiswahili and French is essential; the consultation revealed that some otherwise-capable platforms do not support Kiswahili, which would exclude the majority of Tanzanian and Ugandan users.

- **Protect Enabel's ownership and avoid lock-in.** Where a provider builds on a pre-existing proprietary engine, clear licensing, data-portability and exit terms are required so that data, content and configurations remain Enabel's and can be migrated or sustained beyond the contract.

- **Design for self-sustaining continuity.** The platform should be capable of sustaining itself beyond donor funding - for example through locally collected membership contributions - rather than relying on recurring program subsidy.

The **purpose** of the assignment is two fold: (i) to deliver a production-grade, trilingual, mobile-first continental WiT community platform, onboard the WiT communities and chapters mapped under AEDIB 2.0 across the three countries, and hand it over to Enabel with the documentation, data portability and sustainability arrangements needed for it to operate independently; and (ii) to source and vet a curated pipeline of EU and African ventures, strengthen their investor- and partnership-readiness, and broker EU-Africa and South-South matches that result in measurable co-creation, technology-transfer and investment outcomes.

2. EXPECTED OUTCOME AND IMPACT

2.1. The intervention aims to produce measurable results across multiple levels:

- **Community level:** WiT chapters across Tanzania, Uganda and Senegal are connected on a single, actively used platform, with members able to find one another, share resources, access mentorship and engage in cross-border peer exchange.
- **Entrepreneur level:** Women digital entrepreneurs gain access to curated learning pathways, opportunities, talent and matchmaking that were previously out of reach, regardless of their location, device or language.
- **Policy and evidence level:** Structured, gender-disaggregated participation data is generated continuously and feeds the women digital-entrepreneurship barometer and advocacy work under SO1.
- **Venture and investment level:** a curated pipeline of EU and African ventures is identified and vetted, strengthened in investor- and partnership-readiness, and matched through structured EU-Africa and South-South engagements that produce measurable co-creation, technology-transfer, partnership and investment outcomes.
- **Sustainability level:** The platform is owned by Enabel and the communities, governed locally, and has a credible model for continued operation beyond the AEDIB 2.0 funding period.

3. SCOPE OF WORK

The consultancy services under this assignment will focus on the following key areas. The provider is expected to **configure and extend proven platform infrastructure** rather than build bespoke software from scratch, in keeping with the budget and timeline

3.1. Inception and Functional Design

- Conduct an inception meeting with Enabel and confirm understanding of the assignment, the WiT mapping data, governance arrangements and country focal points.
- Finalize the functional specification and platform architecture against the feature set in 2.1, including the expected number of users and chapters per country, module configuration, language settings, and required integrations.
- Produce a community onboarding and localization plan (English, Kiswahili, French) and an M&E framework for the assignment.
- Submit an Inception Report to Enabel for validation prior to configuration.

Note: *Proposals must outline the platform architecture, integrations and configuration approach to be used, and confirm the expected number of users and chapters that the proposed solution can support.*

3.2. Platform Configuration and Build

The provider shall deliver a single platform, accessible through a **mobile-first / WhatsApp-native layer** for everyday participation and a **web layer** for heavier tasks, linked by **phone-number identity** (no email or app-store download required to join). The platform must operate **simultaneously in English, Kiswahili and French**, with per-country defaults and per-user override. Required feature modules include:

- **Chapter hosting and access** - national and sub-national WiT chapters, each with its own space, members and admins.
- **Member directory and profiles** - searchable, with gender-disaggregated and custom fields; phone-number onboarding.
- **Trainings and learning** - curated learning pathways and a media/resource library.
- **Mentorship matching** - structured mentor-mentee pairing across chapters and countries.
- **Matchmaking (AI-enabled)** - member-to-member, talent-to-opportunity and venture-to-partner/investor matching, with recorded match rationales.
- **Friction diaries** - a structured feature for members to log barriers they encounter (policy, finance, market access, online safety), generating advocacy evidence and feeding the barometer.
- **Data room** - secure document and resource sharing at chapter and continental level.
- **Events calendar** - listing, RSVP and management of virtual, hybrid and in-person WiT events.
- **Talent marketplace** - opportunities, jobs, gigs and calls relevant to women in tech.
- **M&E dashboards** - real-time visibility into membership, engagement, chapters and matches, per country and continentally.
- **Forums and communications** - peer Q&A, discussions, announcements and targeted (segmented) campaigns.
- **Barometer data layer** - gender-disaggregated data capture and a dashboard layer feeding the women digital-entrepreneurship barometer (see 2.4).
- **Administration and governance** - country-level admin roles, sub-network governance, permissions and moderation tooling.

Note: *The platform must be accessible on basic smartphones and low-bandwidth connections; be GDPR-aligned and compliant with the Tanzania Personal Data Protection Act and equivalent Ugandan and Senegalese frameworks; and be accessible to women, youth, rural and informal-sector users. Agent-accessibility of matchmaking (e.g. via an MCP layer) is optional.*

3.3. Community Onboarding and Activation

- Onboard the WiT communities and chapters identified through the AEDIB 2.0 mapping across Tanzania, Uganda and Senegal, including profile creation and chapter set-up (a minimum of 6 chapters/communities across the three countries).
- Deliver trilingual administrator and member training (remote and, where required, on-site), and run activation events to drive initial adoption and populate the directory.
- Apply a deliberate adoption strategy that meets members on the channels they already use, with attention to onboarding barriers for women, youth and informal-sector participants.

Note: *Proposals must include an adoption pathway demonstrating how the platform will become and remain actively used, not merely populated.*

3.4. Data Layer, Barometer Integration and M&E

- Configure the gender-disaggregated data layer so that participation data can be captured, exported and surfaced for the women digital-entrepreneurship barometer (developed under a separate AEDIB 2.0 contract).
- Activate live M&E dashboards giving Enabel and country focal points real-time visibility across all three countries.
- Ensure data can be exported by Enabel at any time in standard, open formats.

3.5. Venture Identification and Sourcing (EU and African)

- **Implement a curated, investment-oriented approach** to identify and rigorously vet EU and African ventures, building a structured pipeline aligned to AEDIB 2.0 priority sectors (digital and green innovation), with deliberate inclusion of women-led ventures.

- Apply transparent vetting and diagnostic criteria (team, traction, market, financials, ESG/impact and technology), record match rationales, and capture ventures and diagnostics on the platform (directory, profiles, data room).

Note: *Proposals must set out the sourcing channels, vetting criteria and diagnostic methodology, and the expected number of ventures to be sourced and vetted across SSA-EU and South-South corridors. A minimum of 6 African and 6 European ventures (12 in total) shall be sourced and vetted.*

3.6. Investor- and Partnership-Readiness Capacity Building

- Strengthen the investment and partnership readiness of the vetted ventures through structured capacity building (financial modelling and clean accounts, business-model and impact/ESG articulation, investor-narrative and pitch preparation, and investor-grade data-room assembly), delivering a minimum of six (6) investor-readiness sessions covering all vetted ventures.
- Deliver readiness support through a blend of workshops, coaching and online modules, using the platform's learning, mentorship and data-room features, ensuring women-led ventures are deliberately included.

3.7. EU-Africa and South-South Matchmaking and Partnership Brokering

- Connect prepared EU and African ventures through virtual or in-person engagements that enable trust-based co-creation, technology transfer and commercially viable partnerships.
- Broker and track introductions, partnership conversations and investment engagements through the platform's matchmaking module and M&E dashboards, with recorded match rationales and measurable outcomes across SSA-EU and South-South corridors.

Note: *In-person matchmaking engagements and their logistics must be costed within the budget envelope. At least three (3) online matchmaking sessions and at least one (1) in-person engagement, shall be delivered, with proposed targets for matches and partnership outcomes.*

3.8. Stabilization, Handover and Sustainability

- Provide a stabilization and support period following deployment, resolving defects and supporting administrators.
- Deliver complete trilingual user and administrator documentation and conduct a structured handover to Enabel and community leads.
- **Submit a sustainability and self-financing plan** (e.g. membership contributions via mobile money) and the data-portability/exit arrangements that allow Enabel to migrate or continue operating the platform independently.
- Submit a Final Report documenting configuration, onboarding results, adoption metrics, lessons learned and the sustainability roadmap.

3.9. Intellectual Property (IP), Data Ownership and Portability

All **data, member profiles, content, configurations and assignment-specific deliverables** (datasets, training materials, documentation, M&E and barometer outputs) shall be owned by Enabel and available to reuse, adapt, translate and share freely across the AEDIB 2.0 programme countries. Where the platform is delivered on a pre-existing proprietary engine, the bidder must **disclose this clearly** and specify the licensing terms, hosting continuity, data-portability mechanism and exit arrangements, such that no lock-in prevents Enabel from exporting data or migrating the community. The bidder shall confirm that Enabel may share anonymized learnings, datasets and methodologies with other development partners and consortium members.

Additional Requirements:

- **Theory of Change / adoption pathway:** Bidders must include a Theory of Change or impact pathway illustrating how the proposed platform and onboarding approach will lead to active, sustained community use and stronger evidence for advocacy.

- **Local grounding:** Proposals should demonstrate a deep understanding of the Tanzanian, Ugandan and Senegalese digital realities (connectivity, devices, mobile money, language) and propose locally grounded solutions.
- **Data protection:** A GDPR-aligned data-protection and confidentiality approach, and willingness to enter a Data Processing Agreement with Enabel, are required.

4. METHODOLOGICAL APPROACH

4.1. Implementation and Program Sustainability

The success of the assignment hinges on effective coordination, community engagement, and institutional handover. The selected firm shall appoint a dedicated project lead responsible for managing timelines, deliverables and communication with Enabel and the WiT focal points in each country.

A structured Monitoring and Evaluation (M&E) framework shall track configuration, onboarding and adoption (active members, live chapters engagement, matches made), including baseline, periodic and end-of-assignment review. Sustainability shall be reinforced through:

- A documented administrator handover to Enabel and community leads, with trilingual user and admin documentation.
- A self-financing model (e.g. membership contributions collected via mobile money) where feasible, to fund continuity beyond the program.
- A minimum period of post-deployment stabilization and support, with troubleshooting and follow-up mechanisms.

5. PROVISIONAL WORK TIMETABLE

This contract will be executed within 730 calendar days from the date of reception of the award notification. This period reflects the combined scope of the assignment - platform development, onboarding of communities and ventures, investor-readiness capacity building, and EU-Africa matchmaking and is set in line with the AEDIB 2.0 procurement plan.

6. DELIVERABLES AND PAYMENT SCHEDULE

The firm must submit the following deliverables throughout the execution of the assignment, as per the following schedule:

Deliverable	Description	Estimated Timeline (Months)	Maximum (Person-Days)	Payment Percentage
1. Inception and Combined Design	Inception meeting with Enabel; validated platform functional specification and architecture; venture sourcing and vetting and diagnostic criteria; investor-readiness curriculum outline; matchmaking methodology; trilingual onboarding and localization plan; assignment M&E framework. Minimum output: Inception Report submitted and approved by Enabel.	2.0	30	**15%**
2. Platform Configuration and Build	Configured/deployed platform operating in English, Kiswahili and French, mobile-first / WhatsApp-native with phone-number identity, admin tooling and a working test instance. Minimum output: all feature modules specified in 2.2 delivered and operational, verified in a test instance.	3.0	70	**30%**

Deliverable	Description	Estimated Timeline (Months)	Maximum (Person-Days)	Payment Percentage
3. WiT Onboarding	WiT community onboarding and venture sourcing and diagnostics. Minimum outputs: at least 6 WiT chapters/communities onboarded across the three countries.	3.0	40	**25%**
4. Venture Sourcing, Investor-Readiness, and EU-Africa Matchmaking	At least 6 African and 6 European ventures (12 in total) sourced and vetted, each with a completed diagnostic captured on the platform. Investor- and partnership-readiness capacity building; data layer, barometer dashboard and M&E. Minimum outputs: at least 6 investor-readiness sessions delivered, covering all 12 vetted ventures looking in creating partnerships and synergies among Africa-Africa and Africa-Europe ventures; gender-disaggregated data layer and live M&E dashboards operational, with data export enabled. AI enabled EU-Africa and South-South matchmaking; platform stabilization, handover and sustainability. Minimum outputs: at least 3 matchmaking sessions (including at least 1 in-person) connecting African and European ventures.	6.0	90	**20%**
5. Handover and Sustainability	EU-Africa and South-South matchmaking; platform stabilization, handover and sustainability. Minimum outputs: at least 3 matchmaking sessions (including at least 1 in-person) connecting African and European ventures, with recorded matches and measurable outcomes; trilingual documentation and administrator handover completed; sustainability and self-financing plan and data-portability/exit arrangements delivered; Final Report submitted and approved.	4.0	50	**10%**
TOTAL		**18**	**280**	**100%**

The timelines indicated above are consecutive and run from the commencement date of the contract. The remaining contractual period constitutes a contingency.

Payment shall only be made upon the satisfactory completion and acceptance of the deliverables by the Contracting Authority.

7. TRAVEL REQUIREMENTS

7.1 For planning and pricing purposes, tenderers shall base reimbursable travel costs on the following minimum requirements:

- Team Leader/Project Lead shall undertake one mission to Dar es Salaam, Tanzania lasting a maximum of two (2) working days, for inception and coordination meeting.
- Platform and Technology Lead shall undertake one mission to Dar es Salaam, Tanzania, lasting a maximum of two (2) working days, for the inception and coordination meeting.
- Venture Sourcing and Investment and Matchmaking Readiness Lead shall undertake one mission to:

- Four locations in Tanzania (Dar es Salaam, Zanzibar, Arusha and Iringa), for a maximum total of ten (10) working days.
- Two locations in Uganda (Kampala and Kabale) for a maximum total of six (6) working days, and
- Two locations in Senegal (Dakar and Kaolack) for a maximum total of five (5) working days.

Missions may cover several women in tech communities in secondary cities. The secondary cities are subject to change by the Managing Official. Mission durations exclude international travel days.

8. TECHNICAL OFFER

The tenderers shall submit a Technical Offer including at least the following:

- **Implementation Strategy and Work Plan:** a clear, step-by-step plan describing how the firm will configure, deploy and onboard the platform, showing logical sequencing of activities, dependencies and realistic time allocations.
- **Detailed Timeline and Activity Schedule:** a structured timeline integrating all phases from inception to handover, indicating milestones, deliverables and engagement periods for consultation and feedback.
- **Methodological Approach:** the technical approach to platform configuration, community onboarding and adoption, the data/M&E and barometer layer, and sustainability, specifying expected outputs and stakeholder involvement for each activity.
- **Tools and Frameworks:** the platform infrastructure, integrations and frameworks that will guide implementation, monitoring and evaluation, including the IP, data-ownership and portability statement as required in the Scope of Work.
- **Risk Management Plan:** potential risks and challenges affecting implementation and adoption, with mitigation measures and contingency actions.
- **Sustainability and Knowledge Transfer:** how the platform and its outcomes will be sustained beyond the assignment, including the self-financing model, administrator handover, documentation and data portability.

The Technical Offer shall not exceed twenty (20) A4 pages, excluding the front page and table of content.

6 SELECTION FILE

ECONOMIC AND FINANCIAL CAPACITY

1. MINIMUM TURNOVER

The tenderer shall submit financial statements for the last two completed financial years (2024 and 2025). The financial statements for 2024 shall be audited and certified by a Registered Certified Public Accountant or an equivalent professional body recognized in the country of registration.

Where the audited financial statements for 2025 are not yet available at the time of tender submission, the tenderer may submit management accounts or unaudited financial statements for 2025.

The submitted financial statements shall demonstrate an average annual turnover of at least EUR 100,000 over the last two (2) financial years.

TECHNICAL AND PROFESSIONAL APTITUDE

2. STAFF QUALIFICATIONS AND EXPERIENCE

2.1. The tenderer shall submit the CVs of the proposed experts demonstrating that they meet the minimum qualification and experience requirements set out below:

S/No	Expert	Minimum Qualification Requirement
1	Team Leader/Project Lead	• Holds a bachelor's degree in ICT, business, development or a related field. • At least eight (8) years of professional experience leading digital platform or community or ecosystem-development projects.
2	Platform and Technology Lead	• Holds at least a bachelor's degree in computer science, software engineering or a related field. • At least five (5) years of professional experience configuring or deploying community or membership platforms.
3	Multilingual Community Onboarding and Engagement Specialist	• Holds at least a bachelor's degree in a relevant field. • Has professional working proficiency in English and Kiswahili.
4	Venture Sourcing and Investment and matchmaking Readiness Lead	• Holds at least a bachelor's degree in business, finance, economics or a related field. • At least five (5) years of professional experience in venture sourcing, venture diagnostics, investment and partnership readiness training, and venture matchmaking

2.2. **Note:** The Contracting Authority reserves the right, at any stage of the procurement process, to request documentary evidence supporting the academic qualifications and professional experience declared by the Tenderer. Failure to provide satisfactory evidence upon request may result in the exclusion of the Tenderer from the procedure.

2.3. For ease of reference, the academic qualifications and years of experience required for each expert are grouped in the table above. The required degrees shall be assessed as selection requirements, while the minimum years of professional experience shall be assessed during the regularity check of the CVs.

7 OVERVIEW OF THE DOCUMENTS TO BE SUBMITTED

(a) Identification of the tenderer (for each participant for tenders submitted by a group) (see clause 1 of chapter 8 Forms);

(b) Tender form - Prices (clause 2 of chapter 8 Forms)

(c) The declaration on honour – Exclusion grounds (for each participant for tenders submitted by a group) (see clause 3 of chapter 8 Forms);

(d) All documents demanded in 6 Selection file (see clause 13 of chapter 3 Award Procedure);

   a Financial Statements

   b CVs

(e) Technical Offer

(f) All documents demanded in clause 15 of chapter 3 Award Procedure (award criteria);

(g) Where an economic operator wants to rely on the capacities of other entities (particularly subcontractors or independent subsidiaries) with regard to the criteria of economic and financial capacity or technical and professional aptitude (see clause 13 of chapter 3 Award Procedure and 6 Selection file), it shall prove to the contracting authority that it will have at its disposal the resources necessary, for example, by producing a commitment by those entities to that effect;

(h) Where the tender is submitted by a group of economic operators, the association agreement signed by each participant, clearly showing who represents the association.

(i) **Power of attorney:** The Bidder shall include in his tender the power of attorney empowering the person signing the bid on behalf of the company, joint venture or consortium. In case of a consortium or a temporary association, the joint bid must specify the role of each member of the consortium. A group leader must be designated, and the power of attorney must be completed accordingly.

(j) **Incorporation certificate:** The bidder shall include in his tender the incorporation certificate from the competent authority.

(k) **Certification of clearance with regards to the payments of social security contributions:** At the latest before award, the Bidder must provide a certification from the competent authority stating that he is in order with its obligations with regards to the payments of social security contributions that apply by law in the country of establishment. This is not applicable for Belgian bidders.

(l) **Certification of clearance with regards to the payments of applicable taxes:** At the latest before award, the bidder must provide a recent certification (up to 6 months) from the competent authority stating that the bidder is in order with the payment of applicable taxes that apply by law in the country of establishment.

(m) **Criminal record certificate:** At the latest before award, the bidder must provide a criminal record certificate for the person mandated to commit for the firm.

8 FORMS

1. IDENTIFICATION FORM

Identification form-Natural person

This form must be completed, signed and accompanied by a legible photocopy of the identity document.

Please complete the form in CAPITAL LETTERS and LATIN LETTERS.

I. PERSONAL DATA	
FAMILY NAME(S) *As indicated on the official document.*	
FIRST NAME(S) *As indicated on the official document.*	
DATE OF BIRTH *DD MM YYYY*	
PLACE OF BIRTH *(town, village)*	
TYPE OF IDENTITY DOCUMENT *(identity card, passport, driving licence etc.)*	
ISSUING COUNTRY	
IDENTITY DOCUMENT NUMBER	
ADDRESS (permanent) *Street+ P.O. Box* *Postal code* *City, Region/Province* *Country*	
TELEPHONE NUMBER	
E-MAIL	
II. BUSINESS DATA	
PLEASE SPECIFY YOUR STATUS:	☐ Duly registered independent ☐ Unregistered self-employed (no official formalisation) ☐ other (please specify): …………………………………………………………………………… ……………………………………………………………………………
REGISTRATION NUMBER (if applicable)	
VAT NUMBER (if applicable)	
PLACE OF REGISTRATION (if applicable)	
COUNTRY	
DATE *DD MM YYYY*	SIGNATURE

Identification form-Legal person

This form must be completed, signed and accompanied by a copy of the official documents (articles of association, trade register(s), extract from the publication in the official gazette or VAT registration) substantiating the information given.

Please complete the form in CAPITAL LETTERS and LATIN LETTERS.

PRIVATE/PUBLIC-LAW ENTITY WITH A LEGAL FORM

OFFICIAL NAME *As indicated on the official document.*	
COMMERCIAL NAME *(if different from official name)*	
ABBREVIATION *(if applicable)*	
LEGAL FORM	
TYPE OF ORGANISATION *(Delete as appropriate)*	- FOR PROFIT - NOT FOR PROFIT - NGO
PRINCIPAL REGISTRATION NUMBER	
SECONDARY REGISTRATION NUMBER *(if applicable)*	
PLACE OF REGISTRATION *City* *Country*	
DATE OF REGISTRATION *DD MM YYYY*	
VAT NUMBER	
ADDRESS OF REGISTERED OFFICE *Street+ P.O. Box* *Postal code* *City, Region/Province* *Country*	
TELEPHONE NUMBER	
E-MAIL	
DATE *DD MM YYYY*	SIGNATURE OF AUTHORISED REPRESENTATIVE

Identification form-Public actor - entity

This form must be completed, signed and accompanied by a copy of the official documents (law, resolution, trade register(s), official gazette, VAT registration etc) substantiating the information given.

Please complete the form in CAPITAL LETTERS and LATIN LETTERS.

OFFICIAL NAME *As indicated on the official document.*	
ABBREVIATION *(if applicable)*	
LEGAL FORM	
PRINCIPAL REGISTRATION NUMBER	
SECONDARY REGISTRATION NUMBER *(if applicable)*	
PLACE OF REGISTRATION *City* *Country*	
DATE OF REGISTRATION *DD MM YYYY*	
VAT NUMBER	
ADDRESS OF REGISTERED OFFICE *Street+ P.O. Box* *Postal code* *City, Region/Province* *Country*	
TELEPHONE NUMBER	
E-MAIL	
DATE *DD MM YYYY*	SIGNATURE OF AUTHORISED REPRESENTATIVE

2. TENDER FORM - PRICES

The prices for each item in the inventory are established relative to the value of these items in relation to the total value of the tender. All general and financial costs as well as the profits are distributed between the various items in proportion to their weight.

By submitting this tender, the tenderer commits to performing this public contract in conformity with the provisions of the Tender Specifications TZA25001-10031 and explicitly declares accepting all conditions listed in the Tender Specifications and renounces any derogatory provisions such as his own general sales conditions.

The tenderer commits to performing the public contract in accordance with the provisions of the Tender Specifications for the following prices, given in Euros and inclusive of VAT.

Item	Unit	Quantity (max total of 280 person-days)	Unit price	Total price Excl. VAT
Team Leader / Project Lead	person-day		€	€
Platform and Technology Lead	person-day		€	€
Multilingual Community Onboarding and Engagement Specialist	person day		€	€
Venture Sourcing and Investment-Readiness & Matchmaking Lead	person day		€	€
SUB-TOTAL: incl. WHT and excl. VAT **(A)**				
WHT to be retained at source: 5% of (A) for local bidders or 15% for international bidder **(B)**				
VAT ______% (if applicable) **(C)**				
NET to be paid to the bidder D =(A-B+C)				
Reimbursable Costs- Local (if applicable)				
Local flight ticket	Lump-sum			€
Accommodation	Lump-sum			€
SUB-TOTAL (E)				€
GRAND TOTAL Incl. WHT and VAT = (A + C + E)				€
Reimbursable Costs - International (if applicable)				
International flight tickets	Lump-sum			€
Visa Costs	Lump-sum			€

Tenderers are requested to follow the guidelines below when submitting this form:

- The tenderers are requested to quote for all the items listed above.
- The use of this form to quote prices is mandatory.
- All prices should be quoted in Euros (€) and inclusive of all applicable taxes (including withholding tax) and any other costs.
- The reimbursable costs shall be paid up to the maximum amount quoted in the Price Form, upon submission of the relevant supporting documentation. Reimbursable costs include flights, accommodation and visa. All other costs should be included in the expert fees.
- The Price comparison shall base on the Grand Total Price
- The total number of proposed person-days for the assignment shall not exceed two hundred and eighty (280) person-days.
- Tenderers are deemed to have considered all taxes, duties, and fiscal obligations that may arise in Tanzania, Uganda and Senegal.
- Reimbursable Costs – International applies exclusively to consultants traveling to Tanzania or Uganda from abroad to carry out the assignment; local consultants should indicate '0' under this category. Reimbursable Costs – International shall not be included in the Grand Total.
- No alterations, amendments, or modifications shall be made to this form, other than completing the applicable amounts and prices in the designated fields.

Done at:

Date:

By (Name of entity):

Represented by (Full name):

Signature of authorised representative:

3. DECLARATION ON HONOUR - EXCLUSION GROUNDS

Hereby, I / we, acting as legal representative(s) of above-mentioned tenderer/beneficiary/partner/co-contractor declare that the tenderer is not in any of the following cases of exclusion:

** Please tick the boxes to confirm each situation*

☐ **The counterparty or one of its directors has not been convicted by a final judicial decision of any of the following offenses:**

a. Participation in a criminal organization;

b. Corruption;

c. Fraud;

d. Terrorist offenses, offenses linked to terrorist activities or incitement to commit such offenses, complicity, or attempt;

e. Money laundering or terrorism financing;

f. Child labor and other forms of trafficking in human beings;

g. Employment of third-country nationals in illegal residence;

h. Creation of offshore companies.

☐ **The counterparty fulfills its obligations related to the payment of taxes, duties, and social security contributions for an amount exceeding €3,000, unless it can demonstrate that it holds one or more certain, due, and unencumbered claims against a contracting authority for at least the amount corresponding to the overdue tax or social debt.**

☐ **The counterparty is not in a state of bankruptcy, liquidation, cessation of activities, judicial reorganization, has not admitted bankruptcy, is not the subject of liquidation or judicial reorganization, or any analogous situation derived from similar procedures in other national regulations.**

☐ **The counterparty has not committed any serious professional misconduct that questions its integrity. Serious professional misconduct particularly includes:**

a. Breach of Enabel's policy on sexual exploitation and abuse;

b. Breach of Enabel's policy on fraud and corruption risk management;

c. Violation of local legislation concerning sexual harassment at work;

d. Serious false statements or use of false documents in providing information required for exclusion checks or selection criteria, or concealing information;

e. Evidence sufficient to conclude anti-competitive acts, agreements, or arrangements;

Regarding conflict of interest:

Please tick the applicable box

- ☐ The counterparty or its directors have no actual or potential conflict of interest, no real or potential business or family relationship, nor appear to have such, with any member of Enabel's Board, personnel, or others involved in tender preparation, selection, or contract execution.

or

- ☐ The counterparty informs Enabel of any actual, potential, or reasonably perceived conflict of interest that may affect or appear to affect impartiality in the procurement, granting, selection, or contract execution process.

  ➔ *A detailed description of any such conflicts, including nature and persons involved, will be annexed to this declaration.*

☐ **The counterparty has not committed any serious or persistent failures during the execution of a prior essential contractual obligation with another contracting authority resulting in measures, damages, or comparable sanctions.**

☐ **The counterparty attests that no restrictive measures have been taken against it related to international peace and security violations such as terrorism, human rights violations, destabilization of sovereign states, or proliferation of WMD.**

☐ **The counterparty does not appear on any sanction lists maintained by the United Nations, European Union and Belgium**.

I/we commit to promptly inform Enabel of any change in the above points, including sanctions or embargo measure adopted by the United Nations, the European Union and/or Belgium occurring after our signature of this Declaration.

Done at:		**Date:**	
By (Name of entity):		Represented by (Full name)	
Signature of authorised representative:			