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# Digital biodiversity learning and training solutions for SYMBIOTIC

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## TENDER ANNOUNCEMENT

Berlin, May 2026

### **Consultancy for the Implementation of Digital Biodiversity Learning and Training Solutions**

**Tender reference number:** SYM 2026/01

**Type and scope of service:**

Consultancy - design, implementation and support of digital biodiversity learning and training formats

**Place of implementation:**

International (online and selected in-country activities)

**Duration of the assignment:**

Multi-year assignment within the project period, starting probably in July 2026, ending January 2031

**Contact:**

**Team International Biodiversity**

Programme Management SYMBIOTIC

E-Mail:

Symbiotic-Procurement@NABU.de

NABU (Naturschutzbund Deutschland) e.V.

Bundesgeschäftsstelle

Charitéstraße 3

10117 Berlin

Präsident: Jörg-Andreas Krüger |

Bundesgeschäftsführerin: Susanne

Baumann, Bundesgeschäftsführer: Ingo

Ammermann

VR 2303, Amtsgericht Stuttgart

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### **Invitation to submit a tender**

Dear Sir/Madam,

We intend to award the services described in the enclosed procurement documents. Please note that this is a public invitation to tender so there will be no negotiations.

Please note that when you submit a tender, the tender is binding until the expiry of the deadline (31/07/2026). The contract will come into force upon notification of its award within the deadline.

The tender documents, comprising the following, are to be submitted in their entirety:

- Technical offer: This should be prepared in accordance with the requirements set out in the Terms of Reference (ToR), clearly demonstrating the tenderer's understanding of the assignment.
- Financial offer in the format provided: When preparing the financial offer, you must adhere to the requirements of the specification of inputs as set out in the Terms of Reference.

The offers received will be subject to a technical assessment based on the CV and the concept in accordance with the annexed technical assessment grid. The technical offer is weighed at 70% and the financial offer at 30%.

Planned schedule for the rest of the procurement procedure:

Deadline for clarification questions	02.06.2026
Publication of responses to clarification questions	09.06.2026
Deadline for tender submission	14.06.2026
Expected contract award and information about the result of the evaluation	22.06.2026
End of the binding period (i.e. tenders no longer legally binding)	31.07.2026
Expected commencement of service delivery	01.07.2026

### Submission of offers

We invite interested bidders to submit their **technical and financial offer by 14 June 2026** to **Symbiotic-Procurement@nabu.de**, quoting the tender reference number **SYM 2026/01**. Alternatively, a submission via the Deutsche Vergabeportal (<https://en.dtv.de/>) is also possible.

### Additional Documents

- Terms of Reference
- Assessment grid for the technical evaluation of tenders
- Financial offer template
- Results Framework
- Project Governance Structure