

**CONTRACT FOR CONSULTING FIRMS  
AND OTHER SERVICE PROVIDERS**



Contract no.: 83498470  
Project: Moldau - Stärkung nachhaltiger und digitaler  
Handelsrouten und Logistikkonzepte  
zwischen Ländern der Östlichen Partnersc  
Processing no.: 23.2198.2-001.00  
Processed by: Cristina Sontea  
Telephone:

Based on the General Terms of Contract (local) the present Contract is  
concluded between the  
Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH,  
represented by

**German Development Cooperation  
GIZ Office Chisinau  
73/1 Stefan cel Mare si Sfânt St. 9th/fl  
Chisinau, MD-2001  
Republic of Moldova**

**(referred to hereinafter as "GIZ")**

and

**SRL JUST DIGITAL**

**182 Stefan cel Mare str. of. 300  
Chisinau  
Moldova  
sales@kooperativa.md**

**(referred to hereinafter as "Contractor").**

Deutsche Gesellschaft für  
Internationale Zusammenarbeit (GIZ) GmbH

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Chairperson of the Supervisory Board  
Niels Annen, State Secretary

Management Board  
Thorsten Schäfer-Gümbel (Chair)  
Ingrid-Gabriela Haven (Vice-Chair)  
Anna Sophie Herken

Commerzbank AG Frankfurt am Main  
BIC (SWIFT): COBADE33XXX  
IBAN: DE45 5004 0000 0588 9555 00

# **1. Purpose of the Contract**

NCTS Awareness and Communication Campaign for Economic Operators in Moldova

# **2. Terms of Reference**

The Contractor undertakes to perform the services listed in the Special Agreement (Annex 1).

# **3. Assignment of Personnel**

In order to perform the services, it is anticipated that during the period from 15.09.2025 to 14.11.2025, appropriate experts shall be assigned by the Contractor.

# **4. Reports/Appraisals**

Reporting/Submission of the study/The handover of work is governed by the Special Agreement (see Annex 1).

# **5. Remuneration**

For the performance of services, the Contractor shall be remunerated as follows:

## **Other costs**

262,800.00	MDL	x up to	1.0	without quantity	
				up to	262,800.00 MDL
lump sum against proof of performance					

<b>Total remuneration</b>	<b>up to</b>	<b>262,800.00 MDL</b>
(in words: Two hundred sixty-two thousand eight hundred, 00 MDL)		

All costs incurred in connection with the performance of the services are deemed settled herewith.

The tax provisions are listed in the Special Agreement in the section entitled "Other Provisions".

# **6. Payments**

Payment of the remuneration agreed on in Section 5 shall be effected, depending on the type of remuneration, following the performance of services, submission of reports (see Special Agreement), acceptance of services performed, and invoicing.

**Final payment** after final invoice anticipated by 14.11.2025 up to 262,800.00 MDL.

The invoice must be submitted as 1 original with 1 copy(ies).

## **7. Other provisions**

- 7.1 The original vouchers must be submitted for all items of the Contract for which documentary proof is required.
- 7.2 The Contractor shall carry out project accounting in keeping with the principles of proper bookkeeping.
- 7.3 GIZ shall have an unrestricted right to examine the project accounts at any time. This shall not affect the obligation of the Contractor to submit original vouchers.

## **8. General Terms of Contract**

- 8.1 The Special Agreement shall constitute an integral component of the Contract.
- 8.2 The General Terms of Contract (local) shall constitute an integral component of this Contract. The Contractor hereby declares that it is familiar with the General Terms of Contract (local).
- 8.3 The Contract shall be drawn up in 2 originals. The Contractor shall receive one original.
- 8.4 All modifications to this Contract shall be made only in writing.

MD,

For the GIZ



Torben Heinemann



Andrei Zapanovici

\_\_\_\_\_  
place, date

\_\_\_\_\_  
SRL JUST DIGITAL

Tax number  
42297012

Annexes

1. Special Agreement
2. General Terms of Contract (local) enclosed/known

## Special Agreement

Contract no: 83498470  
Project: Moldau - Stärkung nachhaltiger und digitaler  
Handelsrouten und Logistikkonzepte  
zwischen Ländern der Östlichen Partnersc  
Project no: 23.2198.2-001.00  
Contractor: SRL JUST DIGITAL

### 1. Terms of Reference

Based on the detailed Terms of Reference, the contractor is expected to:

Tasks	Anticipated quantity/ info	Lang uage
<b>NCTS Moldova Logo/ Branding</b> (Creation of a distinctive brand identity to strengthen the tools' visual identity and ensure quick recognition by the business community and general public)	Development of typography and usage guidelines/ brand identity and mission statement	RO/ RU
<b>NCTS Web Section/ Design of website materials/ Copywriting</b> Development of a dedicated section on the Customs Service website (on trade.gov.md)	Simplified content, infographics, and intuitive icons to facilitate user-friendly access to key transit procedure information.	RO/ RU
<b>Video Production:</b> 1. Production of a clear and accessible video illustrating the full transit process in Moldova, using real footage of customs officers, drivers, control zones, and transport means to support visual understanding (3-4 mins) 2. Production of animated video about the procedures that need to follow by operators (importers, exporters) – max 2 min	<b>Videos:</b> 1. Real footage at Control Zones, including Customs Officers' speeches and relevant animations (some reused from Video 2). 2. Animated video highlighting NCTS advantages and raising awareness of new procedures.	RO (with Ru subtit les)
<b>Informational Flyers</b> Creation and printing of concise leaflets explaining the CTC-based transit procedure and its benefits for economic operators	Development of flyers design  Printing of flyers - (A5, 130 gr, 4+4) – 5000 pieces	RO/R U

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<b>Digital promotional design for social media</b> based on the NCTS Branding	5 templates with the relevant NCTS design (social media visuals)	RO
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## 2. Place(s) of Assignment

The Republic of Moldova

## 3. Reporting

The Contractor shall provide the Act of performance, original invoice and fiscal document.

The reporting schedule is set out in the table below:

Deliverables	Anticipated quantity/ info	Language	Due Date
<b>NCTS Moldova Logo/ Branding</b> (Creation of a distinctive brand identity to strengthen the tools' visual identity and ensure quick recognition by the business community and general public)	Development of typography and usage guidelines/ brand identity and mission statement	RO/ RU	3 weeks after the contract start
<b>NCTS Web Section/ Design of website materials/ Copywriting</b> Development of a dedicated section on the Customs Service website (on trade.gov.md)	Simplified content, infographics, and intuitive icons to facilitate user-friendly access to key transit procedure information.	RO/ RU	5 weeks after the contract start
<b>Video Production:</b> 3. Production of a clear and accessible video illustrating the full transit process in Moldova, using real footage of customs officers, drivers, control zones, and transport means to support visual understanding (3-4 mins) 4. Production of animated video about the procedures that need to follow by operators (importers, exporters) – max 2 min	<b>Videos:</b> 1. Real footage at Control Zones, including Customs Officers' speeches and relevant animations (some reused from Video 2). 2. Animated video highlighting NCTS advantages and raising awareness of new procedures.	RO (with Ru subtitles)	7 weeks after contract start
<b>Informational Flyers</b> Creation and printing of concise leaflets explaining the CTC-based transit procedure and its benefits for economic operators	Development of flyers design  Printing of flyers - (A5, 130 gr, 4+4) – 5000 pieces	RO/R U	7 weeks after contract start
<b>Digital promotional design for social media</b> based on the NCTS Branding	5 templates with the relevant NCTS design (social media visuals)	RO	5 weeks after the contract start

## 4. Procurement of Equipment and Materials



Contract: 83498470

Page: 3 from 3

Not applicable.

**5. Other provisions**

The Contractor is responsible for paying taxes, levies or fees to the Government of Moldova according to the local legislation in force.