



Call Title: PROVISION OF FIELD AND STATIONS SIGNS
Call Reference: SADDER-PR2024-PM018
Call Posting Date: June 3, 2024
Closure Date: Monday, MAY 27, 2024, COB
Country: LEBANON
Duty Station: LEBANON
Call Type: REQUEST FOR QUOTATION (RFQ)
Duration:

Tender Submission Guidelines

Bidders should send their Technical and Financial offers to procurement@rmf.org.lb and procure.du@rmf.org.lb and mention in the email subject the Call Title: "PROVISION OF FIELD AND STATIONS SIGNS".

Bidders should provide both soft copies filled and generated hardcopies stamped, signed and dated. Only short-listed applicants will be contacted.

Tender Submission Deadline / Timetable

The final deadline for submission of proposals/tenders is Monday, JUNE 3, 2024 4:00 pm (Beirut Time).

About Rene Moawad Foundation (RMF)

The Rene Moawad Foundation (RMF) was established in 1991 with the Mission of Promoting social, economic and rural development in Lebanon and the MENA region and contributing in building a responsible civil society that promotes democratic values, justice, pluralism and moderation. RMF works in 5 core areas including Livelihood and Economic Growth, Decentralization and Governance, Health and Social Safety Net, Education and Protection and Agriculture.

About "SADDER"

SADDER - Sustainable Agricultural Development to Diversify and Export Regionally (2023-2027) is a project funded by the Kingdom of the Netherlands and implemented by the Rene Moawad Foundation (RMF).

"SADDER" will incorporate enhanced methodologies and best practices. It will aim to support Lebanon's economy through the agriculture sector by assisting stakeholders within the selected value chains, Table Grapes, Avocados, Cherries, and Apples, in meeting both local and export market requirements, ultimately leading to increased income, self-sustainability of various agricultural sectors, as well as job creation and retention.

Purpose of the Tender

The purpose of this Tender is to solicit competitive offers for different Field and Stations Signs with the specifications listed in the technical requirements below as an action aiming to empower farmers within the 4 value chains to be compliant with the Global-GAP certifications' requirements.

The goods required by RMF are described in the **Annex**:

BOQ_ TECHNICAL PROPOSAL_ SADRPM018_ PROVISION OF FIELD AND STATIONS SIGNS

RMF reserves the right to negotiate, accept or reject any or all proposals and quotations at its sole discretion and to pursue or act further on any responses it considers advantageous. RMF does not bind itself to accept the lowest prices or any proposal. All proposals will be irrevocable after the tender's closing date.

Eligibility, Participation, and subcontracting

Participation in tendering is open on equal terms to any natural and legal persons or company provided the bidder is registered as a Corporation in Lebanon or with Legal Representation in Lebanon. Tenders should take into consideration DDP incoterm deliveries in Lebanon.





Language

Offers, all correspondence and documents related to the tender exchanged by the bidder and the RMF must be written in English.

Supporting documents and printed literature that the bidder provides may be in another language, provided they are accompanied by an accurate translation into English.

For the purposes of interpretation of the tender, the version in English will prevail.

Offer Validity

Bidders are bound by their tenders for a period of a minimum of **Twelve (12) months** after the deadline for submitting tenders. In exceptional cases, before the period of validity expires, RMF may ask bidders to extend the period for a specific number of days, which may not exceed **Sixty (60) days**.

Scope of Works

The awarded supplier should supply the goods in the timing requested while maintaining the provision of the same quality of items based on the datasheets approved.

Budget and Payment Terms:

The offer should include a detailed breakdown of all prices, and any other tools that may be recommended by the applicant. Anything that is optional or can be offered on top of what was requested above, shall be marked separately, and proposed as add-ons with a separate price in the "OTHER ITEM SPECIFICATION" section of the BOQ_Financial Proposal.

The total price for the offered goods and services is <##,###.##> <USD >. This price includes VAT. The offered price includes the execution/delivery of the items described in the technical offer, as well as all the related incidental costs, such as transport, logistics, etc., when required.

All costs incurred by the bidder in preparing and submitting the tender are not reimbursable. All such costs will be borne by the bidder.

RMF shall generally make payment through banking channels (Payment Order or Bank Transfer) to the selected bidder between 3 to 4 weeks upon receipt of the following documents and any other documents/reports that may be specified in the Contract, to be sent directly to RMF:

- (a) Invoice
- (b) Delivery Note
- (c) signed Goods Received Note (by RMF representatives and Supplier)

Evaluation Criteria:

The items will be evaluated based on the specifications requested. The financial offer will be evaluated only for the accepted tenders who passed the technical evaluation.

Evaluation and Selection criteria will be divided as follows: Technical 30%, Financial 70%.

Type of Contract

The awarded contract will be a Long Time Agreement (LTA) since the quantities mentioned in the BOQ are not final and may vary according to the needs of RMF. The quantity in the BOQ and the total quantity will be requested to be delivered by separate batches over the lifetime as mentioned in the **Offer Validity** above and per the below procedure.

The official commitment from RMF for the supply of the goods will be through and governed by the terms of the RMF Purchase Order (PO), The PO will be provided based on the orders under this Agreement.

Each PO must be signed by an authorized RMF signatory per the specimen signature list attached. Upon receipt of an approved original PO the Supplier will deliver the items within 1 week or as stated on the PO.





Force Majeure

Given the volatile situation in the region, the implementation of the Long-Term Agreement or the delivery of the services might be canceled or modified due to the event of force majeure like changes in rules and regulations of Lebanon, military operations, natural disasters, etc. In such a case, RMF has the right to cancel/ terminate the contract or suspend deliveries until it is possible.

Submission Part – Requested Documents

The Bidder must provide sufficient information in the proposal to demonstrate compliance with the requirements set out in this proposal.

The offer should include the tenderer's information (legal entity name, address, commercial registration number, financial registration number, contact person), the technical and financial offer as per guidelines below.

Appendix A – Technical Proposal

The technical proposal should include the following:

- RFQ completed and stamped (attached)
- Company registration documents
- Commercial Register Certificate
- Certificate of Registration at Ministry of Finance
- Copy of the ID of the representative/owner of the company
- Supplier legal documents
- Any other necessary Legal documents.
- Full Specifications/Technical Details/Datasheet of all the items/equipment listed in the BOQ, signed
- Warranty Details
- Blueprints
- Delivery and installation fees (Where applicable)
- Delivery time

Along with the procurement of FIELD AND STATIONS SIGNS, the following services are required and should be included in the technical proposal and financial proposal where applicable:

- Delivery of items as per Offer Validity where methodology of delivery will be agreed upon with vendor upon contract signature. (Consider Akkar, Bekaa, Baalbak-Hermel,
- The bidder should include costs for distribution and transportation directly to farmers' locations. This includes ensuring timely delivery and safe transportation of the equipment.
- The bidder should provide after-sales support, including maintenance services and assistance with any issues that may arise post-purchase and per guarantees.

Appendix B – Financial Proposal

- BOQ_ FINANCIAL PROPOSAL_ SADRPM018_ PROVISION OF FIELD AND STATIONS SIGNS

All costs and charges of goods and services mentioned in the technical proposal should be included in the financial proposal.

Failure to provide all the above may result in disqualification of the proposal.

Questions and Clarifications:

All questions or request for clarifications to be sent by email to the following address:

[procurement@rmf.org.lb] specifying the email subject as:

[SADRPM018_ PROVISION OF FIELD AND STATIONS SIGNS – Request for Clarification]

The applicants shall submit any questions in writing within 4 days of the launch of the RFQ and shall receive answers 2 working days after.

All questions and answers will be shared with all applicants.



Annex: BOQ_ TECHNICAL PROPOSAL_ SADRPM018_ PROVISION OF FIELD AND STATIONS SIGNS

Item	Sign Name	Details and Specifications	Location	Installation	Background	Colors	Quantity RFQ
001	General Entrance Sign	75*100 cm; Quality: UV Vinyl waterproof, 2.5mm thickness powder coated with bent edges and 3M EG reflective sheeting background and text + printing on reflective sheet with lamination for LOGOS (clips included) , placed on 2 Galvanized steel posts 2inch, Max H 3m with PVC end caps, installation in concrete	Outdoor	Yes	White	3	75
002	Office Sign	40*30 cm - PVC/UV Print, to be mounted on wall	Indoor	NO	White	2	50
003	Warehouse Sign	40*30 cm PVC/UV Print, to be mounted on wall	Indoor	NO	White	3	30
004	Pesticide Room	40*60 cm PVC/UV Print, to be mounted on wall	Indoor	NO	White	4	75
005	Insecticide Sign	10*15 cm PVC/UV Print, material mounted on shelf	Indoor	NO	White	1	150
006	Fungicide Sign	10*15 cm PVC/UV Print, material mounted on shelf	Indoor	NO	White	1	150
007	Herbicide Sign	10*15 cm PVC/UV Print, material mounted on shelf	Indoor	NO	White	1	150
008	Fertilizer Room	40*60 cm PVC/UV Print, to be mounted on wall	Indoor	NO	White	4	75
009	Foliar Nutrients Sign	10*15 cm PVC/UV Print, material mounted on shelf	Indoor	NO	White	1	150
010	Fertilizers Sign	10*15 cm PVC/UV Print, material mounted on shelf	Indoor	NO	White	1	150
011	Other Fertilizers Sign	10*15 cm PVC/UV Print, material mounted on shelf	Indoor	NO	White	1	150
012	Maintenance Room	40*40 cm PVC/UV Print, to be mounted on wall	Indoor	NO	White	4	50
013	Emergency Shower	35*55 cm PVC/UV Print, will be mounted on wall.	Indoor	NO	White	2	75
014	Rest Area	40*40 cm PVC/UV Print, will be mounted on wall.	Indoor	NO	White	3	75
015	Fire Extinguisher	20*30 cm PVC/UV Print, to be mounted on wall	Indoor	NO	White	2	50
016	No Littering	25*25 cm PVC/UV Print, will be mounted on wall.	Indoor	NO	White	3	225
017	Smoking Zone	40*60 cm PVC/UV Print, will be mounted on wall.	Indoor	NO	White	3	75
018	Pack House	80*120 cm PVC/UV Print, to be mounted on wall	Indoor	NO	White	3	50
019	Electricity Risk	30*30 cm PVC/UV Print, to be mounted on wall	Indoor	NO	White	3	50
020	Fertilizer Mixing Area	50*50 cm; Quality: UV Vinyl waterproof, 2.5mm thickness powder coated with bent edges and 3M EG reflective sheeting background and text + printing on reflective sheet with lamination for LOGOS (clips included) ,will be mounted on 1 metal Galvanized 2x4cm pole, Max H 2m with PVC end caps, installation in soil & concrete	Outdoor	NO	White	4	75
021	First Aid Sign	30*30 cm PVC/UV Print, to be mounted on wall.	Indoor	NO	White	2	75



022	Pesticide Mixing Area	50*50 cm; Quality: UV Vinyl waterproof, 2.5mm thickness powder coated with bent edges and 3M EG reflective sheeting background and text + printing on reflective sheet with lamination for LOGOS (clips included) ,will be mounted on 1 metal Galvanized 2x4cm pole, Max H 2m with PVC end caps, installation in soil & concrete	Outdoor	NO	White	4	75
023	Wash Hands Sign	42*27 cm UV Print, 1mm thick Aluminum to be mounted on wall	Indoor	NO	White	4	75
024	Plot Sign	50*33.5 cm; Quality: UV Vinyl waterproof, 2.5mm thickness powder coated with bent edges and 3M EG reflective sheeting background and text + printing on reflective sheet with lamination for LOGOS (clips included) ,will be mounted on 1 metal Galvanized 2x4cm pole, Max H 2m with PVC end caps, installation in soil & concrete	Outdoor	NO	White	4	750
025	Pesticide Bottle Crasher	25*25 cm UV Print, sticker. It includes the instruction.	Outdoor	NO	White	2	75
026	Toilet sign	27*21 cm UV Print, 1mm thick Aluminum to be mounted on wall	Outdoor	NO	White	1	75
027	Set of 3 Flags	Flag: Cloth; free size 25cm (stick side) * 35cm per flag Stick: Wood, min 1 inch (d)* 60 cm (length) per flag Colors: 3, Red, Orange, Green	Outdoor	NO	White	3	225

