

# Terms of reference (ToRs) for the procurement of goods below the EU threshold

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Procurement measure of 505 trees

Project number/  
cost centre:

17.4088.5-004.00

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## 0. List of abbreviations

BMZ	German Ministry of Economic Cooperation and Development
MOF	Ministry of Finance of Lebanon
ToRs	Terms of Reference
UNHCR	United Nations High Commissioner for Refugees

## **1. Background of the Project**

In the framework of the Lebanese German cooperation between the government of Lebanon and the government of Germany, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) in close cooperation with the Lebanese partner ministry “Ministry of Social Affairs” (MoSA) is implementing the “Local Development Programme for Deprived Urban Areas in North Lebanon” (UDP\_NL). The programme is commissioned by Federal Republic of Germany and co-financed by the European Union.

The North Lebanon Local Development Programme for Deprived Urban Areas (UDP\_NL) proposes as an overall objective to contribute to political stability in North Lebanon through addressing critical issues to stability and conflict prevention in that region: more inclusive economic development and social stability. The main target groups are vulnerable youth and women. The specific objectives of the programme are the following:

- Specific Objective 1 (SO1): Reduction of the social frustration in North Lebanon. The programme will tackle the social frustration linked to a) poverty - unemployment and b) poor environment urbans.
- Specific Objective 2 (SO2): Strengthening of inter-communitarian relations in North Lebanon. The programme seeks to strengthen these relations notably by improving the inter-communitarian relations at youth and children level.

This request for public tender is launched to support the Module 1 of UDP\_NL which aims to contribute to more inclusive economic development. The Module is implementing a project that aims to foster and promote the green public spaces in the city of Tripoli. For this project measure, UDP\_NL is looking to procure 505 trees that will be planted in the city of Tripoli.

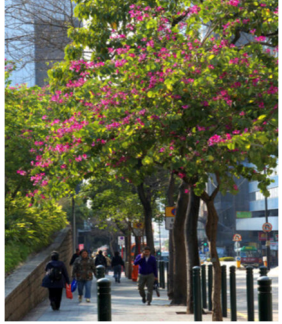

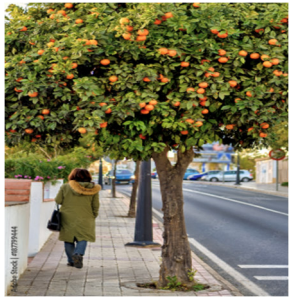

## **2. Context**





Therefore, this request for public tender is intended to identify suppliers that provide and deliver 505 trees according to the specifications listed.





## **3. Tasks to be performed by the contractor**





The contractor is responsible for providing the following services:





- Provision and delivery of the trees listed in the table below, with the technical characteristics and the quantity to be delivered in accordance with the specifications below:

#	Item	Specification	Unit	Qty	Picture
1	Bauhinia purpurhea	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 12/14 diameter of the trunk (caliber)	Tree	23	
2	Brachychiton acerifolius	European origin (Italy/Spain); with a 2m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber)	Tree	46	
3	Citrus aurantium	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber)	Tree	69	
4	Tamarix petandra rubra	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber)	Tree	55	

5	Chorisia	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 12/14 diameter of the trunk (caliber)	Tree	15	
6	Hibiscus tiliaceus	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 12/14 diameter of the trunk (caliber)	Tree	41	
7	Morus platanifolia	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 12/14 diameter of the trunk (caliber)	Tree	77	
8	Nerium oleander on stem	EEuropean origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber); pot volume 28	Tree	15	

9	Schimus molle	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 12/14 diameter of the trunk (caliber)	Tree	7	
10	Schimus terbetifolia	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 12/14 diameter of the trunk (caliber)	Tree	7	
11	Ficus nitida	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 0/12 diameter of the trunk (caliber); pot volume 28	Tree	6	
12	Tabebuia inpetiginosa	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber); pot volume 29	Tree	15	

13	Washingtonia robusta	European origin (Italy/Spain); with a 2 m total height, straight trunk	Tree	13	
14	Washingtonia robusta	European origin (Italy/Spain); with a 1.5 m total height, straight trunk	Tree	19	
15	Washingtonia robusta	European origin (Italy/Spain); with a 1 m total height, straight trunk	Tree	15	
16	Delonix regia	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber); pot volume 28	Tree	33	

17	Ficus australis	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber); pot volume 28	Tree	17	
18	Grevillea robusta	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber); pot volume 28	Tree	9	
19	Albizia jullibrissum	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber)	Tree	11	
20	Eucalyptus camaldulensis	European origin (Italy/Spain); with a 2 m clear trunk (2 m height from above ground to branches); 10/12 diameter of the trunk (caliber); pot volume 28	Tree	12	
21	Total Quantity		Tree	505	

**The contract is awarded as a full packed / 1 Lot. The prerequisite for the whole LOT, all relevant items is offered.**

- The provider should hand-cover the trees on site with a good status (virus and disease free with good vegetable growth)
- The provider should provide a certificate of origin and phytosanitary certificates for all trees.
- The provider must prepare and deliver the items to the intended location. The handover is planned in Tripoli at the recipient's facility (Tentative location is Tripoli, Dam w Farz, zone D, near Fair ground and Order of Engineer and Architects/Plot 3932).
- The ***Annex1\_ Financial Offer must*** be used.
- Period of assignment: All items have to be delivered within **four weeks after order**.
- This assessment grid for the offers (ANNEX 2), will be employed to evaluate the eligibility of the technical offer. After successful completion, the cheapest bid will be awarded the contract.

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#### **4. Requirements on the format of the bid**

##### **4.1 Technical Offer**

The technical offer contains:

- Company's Portfolio, Background and Experience
- Company's legal documents (registration papers, tax registration, etc)
- Characteristics and Specifications of the trees with pictures and certificates of origin and phytosanitary certificates

The evaluation of the offers will be done based on the "evaluation grid" in ANNEX 2.

##### **4.2 Financial Offer**

The financial offer shall be submitted on the form in ANNEX 1. It should consist of:

- Financial Offer/Proposal in USD without Taxes/VAT and Registration
- Financial Offer/Proposal includes the date and the company's sales tax number

#### **5. Eligibility Criteria**

- The supplier must have an official registration and MoF registration in Lebanon (minimum requirement)
- The supplier should provide the certificates of origin and phytosanitary certificates for the trees
- The supplier should prove that the items are not supplied from RUSSIA OR BELARUS
- The supplier should be able to deliver the materials to the intended location in Tripoli - (minimum requirement) (Tentative location is Tripoli, Dam w Farz, zone D, near Fair ground and Order of Engineer and Architects/Plot 3932)



- The supplier should provide a letter of recommendation in case of previous experience with international organization (preferred requirement)
- The supplier should be able to understand our procurement process (minimum requirement)
- The supplier should be available for follow up discussions after contract expiry

## 6. Application Process

The applicant shall submit the tender to [LB\\_quotation@giz.de](mailto:LB_quotation@giz.de) accompanied by copies of all the required documents (listed below) in PDF format on Monday, 6 February, 2023 by 23:59 Beirut Local Times at the latest.

The offers/Proposals shall be sent as **two separate emails ( one for technical and for financial )** to the following email: [LB\\_quotation@giz.de](mailto:LB_quotation@giz.de)

The subject line of the mail must be clearly marked as follows: **“Procurement measure of 505 trees”** with name and contact details containing the following:

- A description of legal form
- The registration papers
- The ministry of finance registration
- Company Profile

Offer validity: Please note that the offer should be valid for at least 2 months from the date of submission

All documents must be submitted in English. Handwritten translation is allowed.

**Note: Only applications containing the mentioned documents will be taken into consideration.**