

## Improving living conditions and resilience of refugees displaced by the Syrian crisis and vulnerable hosting communities in Lebanon.

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### Request for Quotation

Implementing partner for job creation activities: Support the implementation of municipal cleaning activities and services in Bourj Hammoud municipality, followed by employability and coaching sessions for integration in the labour market.

## 1 Introduction

With funding from the European Union, the International Labour Organization (ILO) is implementing the ENABLE programme focusing on providing livelihoods opportunities to enhance the economic capacity of the most vulnerable and marginalized communities residing in targeted areas. The programme will provide integrated employment services and short-term employment opportunities, which will reduce dependency on social assistance for the extremely poor and vulnerable, contributing towards social cohesion. The implementation targets the creation of decent jobs for vulnerable Lebanese host community members and Syrian refugees to ease the strain on local infrastructure.

Accordingly, ENABLE Programme has already started working with social protection beneficiaries for employment activation in close coordination with the Ministry of Social Affairs (MoSA) in several concentration areas, including Bourj Hammoud, considering many factors, such as the population density and diversity, the socioeconomic situation ...

Bourj Hammoud is a municipal district characterized by its exceptionally diverse population, standing out as one of the nation's most dynamic and bustling centre for industry and commerce. The successive crises that the country and institutions are suffering from have weighed heavily on local administrations, including the municipality of Bourj Hammoud, where the significant deterioration in financial resources has caused a serious shortage in the services provided by the municipality to the area and its residents. Unfortunately, due to the poor drainage infrastructure and the compiled solid waste in the area and the lack of financial resources to manage the waste and maintain the infrastructure, floodings are being more frequent, causing structural damages to the roads, limiting the access to and from the residences, while blocking the means of exit in case of emergency.

Drainage channels and inlets are being partially to completely blocked with solid waste and leaves, which is causing flooding in most parts of the neighbourhood. Moreover, the municipality of Bourj Hammoud has been sweeping, cleaning, and removing solid waste within its municipal scope for the past 10 years, where the population density is high and most of the streets and alleys are so narrow that company vehicles are unable to access. However, due to the financial crises, and the fact that the municipality's recruitment and employment capabilities has been very limited, the solid waste accumulation has increased, especially in narrow streets and alleyways, with the resulting increase in rodents, insects, and health, environmental, and economic negative impacts.

Thus, and as per the request of Bourj Hammoud municipality, there's an urge to clean and maintain the existing stormwater drainage inlets as well as the streets, which includes the trimming and pruning of street trees, taking into account that such intervention is crucial for the safety and security of the area's residents.

This intervention is targeting the existing drainage inlets which were affected by waste and lack of maintenance. The project will benefit the community suffering from the flooding issues after heavy rainfalls and the workers who will be able to work and support the cleaning activities, and who will receive employability and coaching sessions helping them to integrate in the labour market.

## 2 Scope of work

ILO will hire an implementing partner (IP) to implement the following:

1. **Outreaching:** ILO is looking to collaborate with an implementing partner to outreach for Lebanese and Syrian workers to be involved in the mentioned activities, following the EIIP (Employment Intensive Infrastructure Programme) approach. The IP is expected to conduct several meetings with

the local authorities as well as the local and international organizations working in the area and establish a referral system for the beneficiaries. The outreach mechanism adopted employs a diverse array of outreaching channels to reach targeted beneficiaries. The IP is expected to coordinate with existing networks of local and international organizations and key stakeholders to ensure referrals of vulnerable and marginalized individuals with a focus on women, youth and People with Disabilities. The IP will also disseminate the job announcement through social media and WhatsApp groups and flyers posted at the local businesses and public areas (butchery, supermarket, bakery, community centers, etc). The IP is expected to closely coordinate with the local authorities, mainly municipalities and relevant governmental agencies and ministries (MoSA, Social Development Centres - SDCs, etc) to ensure referrals of individuals who fit the programme's selection criteria and can be involved in the interventions.

By embracing this diversified approach, the outreach mechanism ensures that its resources and information are accessible to all, promoting inclusivity, equality, and empowerment within the community. The IP shall seek to include beneficiaries benefiting from social assistance (NPTP, ESSN, assistance from organizations, etc), and ones with previous construction background (engaging in previous EIIP projects, cash for work projects, etc...).

The implementing partner will ensure conducting info sessions to introduce the programme and inform interested potential participants about the intervention and expected work and allow interested individuals to ask questions and share their concerns. The IP will ensure filling beneficiary profiling assessments for all interested individuals and workers will be selected following a scoring matrix.

2. **Provide employability and coaching sessions for integration within the labour market:** The service provider shall hire a trainer to deliver soft skills and life skills training sessions to selected participants. The trainer shall be certified and experienced in delivering soft skills training. The training sessions shall tackle topics related to job finding, CV writing, interviewing skills, stress management, time management, etc. Provide training curriculum to detailer number of training days per group, and topics addressed during training sessions (average of 3-day training sessions).
  
3. **Conduct the cleaning and pruning activities:** In close coordination with the Public Works department in the municipality, the implementing partner is supposed to hire and supervise the selected beneficiaries under Decent Work conditions to implement the cleaning works of the drainage inlets and the streets as well as the requested pruning/trimming activities. The intervention is considered an employment intensive activity and will follow the Employment Intensive Infrastructure Programme (EIIP) implementation modality where decent work is a main pillar. EIIP safety measures will also be applied. The works will be executed by an Implementing Partner, preferably an implementing agency that already undertook specific trainings on EIIP implementation. The activity will engage around 200 workers for 40 days. It is worth mentioning that the IP will be in charge of procuring PPEs, visibility materials, equipment and tools specified. Following the pre-submission site visit, the IP, within his pricing, shall accommodate for, provide and use all necessary equipment and tools required for the cleaning and optimal functioning of the drainage network, up to ILO's approval.

Description	Target
Number of workers	200
Number of worker days	8,000
Nationalities	50/50 Lebanese/Syrians
Women participation	30%
PwD Participation	4%

4. **Preparing a sustainability and maintenance plan to be handed over to the municipality:** The IP is supposed to prepare a comprehensive sustainability and maintenance plan for storm drains, drainage inlets, and streets that should include the following key components:
- **Regular Cleaning Schedule:** Detail a schedule for regular cleaning and maintenance activities for storm drains, drainage, and streets. This should include frequency (e.g., monthly, quarterly) and specific tasks to be performed during each cleaning session.
  - **Inspection Procedures:** Outline procedures for regular inspections of storm drains, inlets, and streets to identify any issues or potential problems that may require attention. Include criteria for assessing the condition of infrastructure and the frequency of inspections.
  - **Maintenance Procedures:** Provide clear guidelines for maintenance activities such as repairs, replacements, and upgrades to ensure the long-term functionality and integrity of the infrastructure. Specify the types of maintenance tasks required, recommended materials and equipment, and procedures for addressing common issues (e.g., blockages, damage).
  - **Environmental Considerations:** Incorporate measures to minimize environmental impact during cleaning and maintenance activities, such as proper disposal of debris and pollutants, use of eco-friendly cleaning products, and adherence to relevant environmental regulations and guidelines.
  - **Community Engagement:** Include strategies for engaging the community in ongoing maintenance efforts, such as educational outreach programs, volunteer opportunities, and reporting mechanisms for residents to notify authorities of maintenance issues.
  - **Budget and Resource Allocation:** Provide an estimate of the budget required for implementing the sustainability and maintenance plan, including costs associated with equipment, materials, labor, and any other relevant expenses.

### 3 Budget

Item	Description	Unit	Quantity	Labour Cost	Material & Equipment	Total Unit Cost. US\$	Total Amount. US\$
<b>Cleaning gully drains and streets (including pruning and trimming of some trees)</b>	<ul style="list-style-type: none"> <li>The activities shall include: outreaching and selecting workers, clearing and removal of dead leaves, soil, rubbish, load on trucks and dispose to an identified dump area as instructed by the municipality.</li> </ul>						
	<ul style="list-style-type: none"> <li>All workers shall be equipped with appropriate hand tools such as: wheelbarrows, brooms, shovel, bags, rubbish bin where is needed etc.</li> </ul>						
	<ul style="list-style-type: none"> <li>Safety gears shall be provided to all workers including hand gloves (heavy duty), bright jackets (with logos), safety boots, goggles, helmets (with logos) and safe drinking water.</li> </ul>						
<b>1</b>	<b>General items</b>	Unit	Quantity	Labour Cost	Material & Equipment	Total Unit Cost. US\$	Total Amount. US\$
1.1	Mobilization/demobilization of equipment + temporary site office etc	LS					
<b>2</b>	<b>Training Cost</b>						
2.1	Training provider	Per Day					
2.2	Venue rental for training	Per Day					
<b>3</b>	<b>Safety and health provisions</b>						
3.1	Safety and Health provision, traffic management and safety barriers, safety gears for all labourers (reflective vests, hand gloves (heavy duty), goggles, shoes ...), drinking water, etc.	PS					
3.2	Insurance-accident and liability: workmen compensation, liability insurance and third party	PS					
<b>4</b>	<b>Labour cost</b>						

4.1	<b>Unskilled labour to carry out the removal of rubbish and other waste and load on trucks for disposal</b> <b>Total 180 unskilled labours (min 30% women and 4% PwD) to work for 40 days.</b>	WD	7,200	\$ 10.00			\$ 72,000.00
4.2	<b>Labour cost for group leaders/supervisors to supervise the unskilled labour carrying out the activities</b>  <b>Total of 20 group leaders to work for 40 days</b>	WD	800	\$ 15.00			\$ 12,000.00
5	<b>Equipment cost</b>						
5.1	<b>Hand tools for 200 workers,</b> (incl. but not limited to shovels, wheelbarrows, brooms, pruning shears, traffic cones ...)	LS					
5.2	<b>Light dump truck (3-5 tons) - inclusive</b> 3 dump trucks work for 40 days to transport the collected rubbish to dispose in safe places as identified by responsible persons	ED					
6	<b>Communications and Visibility</b>						
6.1	Banners and visibility materials during outreach sessions, soft skills training sessions, production of vests for workers during on-site works (including ILO, EU, ENABLE logos)	LS					
	<b>Sub-Total</b>						

7	Overhead cost: Supervision, staff cost, dump site fees, risk allowance and operational cost.	LS					
<b>Grand Total</b>							
<b>Total Labour Cost</b>							
<b>Labour Intensity</b>							

\*All quantities will be paid based on actual usage.

#### 4 Deliverables, reporting, coordination, and timeline

Before commencement of the cleaning works, IP would submit to ILO a detailed methodology and a work plan. This methodology and workplan should be developed in close coordination with the municipality and to be endorsed by ILO. Moreover, the IP should explore and find an appropriate dumping site for disposal of garbage materials extracted from the drains. IP will submit regular progress reports while executing the cleaning activities.

The IP will work under the overall supervision of the project engineer and shall be having regular close coordination with ILO. An upstart meeting will be organised with ILO.

The work is expected to start immediately after signing the contract with the ILO. The assignment shall span for 100 days.

#### 5 Required qualifications and proposals' submission

- Eligible applicants are local or international non-profit organizations only, working in Lebanon.
- The implementing partner shall have a minimum of 5 years experience in similar projects.
- Technical capacity: the implementing partner had worked successfully on at least three major similar projects in fields related to infrastructure following EIPP and/or CfW modality, in the past 5 years with UN agencies or INGOs.
- Previous experience in Bourj Hammoud would be considered as a bonus criterion for selection.
- The proposal shall include:
  - Organization's profile (to include previous projects and success stories).
  - The priced BoQ.
  - Capacity Statement proving the capacity to carry out the work with the necessary equipment and personnel needed.
  - Comprehensive List of projects proposed qualified personnel for this specific assignment including their CVs.
  - CV of soft skills/life skills trainer including certification.
  - Provide soft skills training curriculum.
  - A tentative workplan.

#### 6 Payment schedule

15% of the total budget after submitting the outreach and trainings report tentatively expected by 31<sup>st</sup> May 2024.

85% of the total budget upon completion of cleaning and maintenance activities tentatively expected by 31<sup>st</sup> August 2024.

Payment will be made in USD bank transfers; the assignment is VAT exempted.

#### 7 Site visit

→ **Mandatory Site Visit: 17 April 2024 at 12:00 PM** meeting at the Bourj Hammoud municipality.

Applicants willing to attend the mandatory visit have to send a confirmation email by the 12<sup>th</sup> of April to [elhajj@ilo.org](mailto:elhajj@ilo.org).

#### 8 Quotation Submission

The quotation shall be submitted by **email on or before 22 April 2024, 14:00 PM**. Quality of proposal, including cost, methodology and work plan will be considered in the evaluation process.

Proposal, including supporting documentation must be received at [chaya@ilo.org](mailto:chaya@ilo.org) , cc-ing [barroeta@ilo.org](mailto:barroeta@ilo.org) and [elhajj@ilo.org](mailto:elhajj@ilo.org)