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| Project Title: | Diverting Waste by Encouraging Reuse and Recycling Activity (DAWERR) USAID-funded project |
| RFQ Title and Number: | RFQ No. DAWERR-2022-02 – Wood Chippers & Vibrating Screens |
| Date of Issue | Monday November 14, 2022 |
| Closing Date | Friday November 25, 2022 |

Dear Bidders:

ECODIT Beirut LLC, implementing USAID-funded DAWERR project, invites bidders to submit quotes for woodchippers and vibrating screens in accordance with the specifications listed under the RFQ, enclosed.

The quote must be in English and comprised of a soft copy indicating the RFQ number, title, and closing date. The quote must be delivered by email to chammoud@dawerr.org and jsakr@dawerr.org no later than: **Friday November 25, 2022 5:00pm** (Beirut time).

Best regards,

Carla Hammoud
Supply Chain and Grants Specialist
Tel: 81-334410
USAID-funded DAWERR project
ECODIT Beirut LLC

Sarkis Building, 6th floor
Zalka, Lebanon
T: 81-397595
www.ecodit.com



I. Bidder's Agreement with Terms and Conditions – The completion of all RFQ requirements in accordance with the instructions in this RFQ and submission to DAWERR of a quote will constitute an offer and indicate the Bidder's agreement to the terms and conditions in this RFQ and any attachments hereto. DAWERR reserves the right to award a purchase order (PO) without discussion and/or negotiation; however, DAWERR also reserves the right to conduct discussions and/or negotiations, which among other things may require a Bidder(s) to revise its quote (technical and/or price). Issuance of this RFQ in no way obligates DAWERR to award a purchase order, nor does it commit DAWERR to pay any costs incurred by the Bidder in preparing and submitting the quote.

II. Index of RFQ – This RFQ is comprised in its entirety of the following sections and appendices:

Sections of RFQ

- Section 1 Quotation Instructions
- Section 2 Description of Goods/Equipment
- Section 3 Special Provisions
- Section 4 Evaluation Criteria
- Section 5 Eligibility Criteria

Appendices

- Appendix A: Cover Letter
- Appendix B: Description of Goods/Equipment
- Appendix C: Summary of Relevant Capability, Experience and Past Performance

Composition of Quote:

Bidders shall submit quotes for items detailed in Appendix A, list of needed goods/equipment. The quote will consist of Appendix A through C (see above).

Quoted prices must be in USD, exclusive of VAT and should include a breakdown of the price: base price per item, transportation fees per location, any other fees.

SECTION 1 – QUOTATION INSTRUCTIONS / ADDITIONAL INFORMATION

The Bidder shall submit its best price offer/quotation as per the following requirements:

1. Quotation Cover Letter signed by a person authorized to sign on behalf of the Bidder. Use the template in Appendix A.
2. Bidder shall submit quotes in prescribed format found in Appendix B
3. In case of price discrepancy between unit price and TOTAL price, the unit price shall prevail.
4. Payment term: Net 30 days.
5. Bid validity: Net 30 days from the date of submission
6. Bidders must meet the following criteria:
 - Valid business License (Commercial Register Certificate)
 - Tax Identification number details (Tax registration Certificate)
 - VAT registration certificate
 - Contact person, telephone, and e-mail.

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SECTION 2 – DESCRIPTION OF GOODS/EQUIPMENT REQUESTED

Please refer to Appendix B for a list of goods/equipment required.

SECTION 3 – SPECIAL PROVISIONS

3.1 Source and Nationality

This RFQ will be financed by USAID funding and will be subject to U.S. Government and USAID regulations. The authorized USAID geographic code for this RFQ is Code **937**. Code 937 is defined as any area or country including the recipient country but excluding any country that is a prohibited source. A list of developing countries, advanced developing countries, and prohibited sources is available in USAID’s Automated Directives System, ADS 310 <http://www.usaid.gov/policy/ads/300/310.pdf>.

The following applies to this RFQ, all related correspondence, and any resulting contract:

- A. Definition
 - i. **Cooperating Country:** “Cooperating country” means Lebanon.
 - ii. **Source:** “Source” means the country from which a commodity is shipped to the cooperating country or the cooperating country itself if the commodity is located therein at the time of purchase. However, where a commodity is shipped from a free port or bonded warehouse in the form in which received therein, “source” means the country from which the commodity was shipped to the free port or bonded warehouse
 - iii. **Nationality:** “Nationality” refers to the place of incorporation, ownership, citizenship, residence, etc. of suppliers of this good and must fall under the 937 code.
 - iv. **Prohibited Source:** The Bidder may not supply any goods or services manufactured in or shipped from the following countries: Cuba, Iraq, Iran, Laos, Libya, North Korea, or Syria.

3.2 Inspection

DAWERR shall have reasonable time, to inspect the goods/equipment provided, anytime during the performance period of the PO as well as after delivery, and to reject acceptance if not conforming to the specifications of the PO and offer. Recovery of the rejected item (s) shall be the sole responsibility of the Bidder.

3.3 Warranty

Warranty service and repair is required for the machineries under this RFQ. The warranty coverage must be valid on the requested goods/equipment for a minimum of two (2) years after delivery and acceptance of said goods, unless DAWERR otherwise specified in the technical specifications. Bidders shall describe their warranty and what is covered.



3.4 Training

Selected bidder(s) must send a technician to conduct a demonstration and training on how to use the machineries for workers responsible for operating the supplied equipment in the below mentioned locations and to provide guidance booklets and instruction manuals for the supplied equipment.

SECTION 4 – EVALUATION CRITERIA

All quotations received in response to this RFQ will be evaluated by DAWERR. The Purchase Order shall be awarded based on the best value to the DAWERR.

DAWERR will conduct a selection based on evaluation factors listed below.

| RATINGS | |
|--|------------|
| Criteria | Weight |
| Price | 40 |
| Meets all required technical specifications | 40 |
| Delivery period, including installation and training | 10 |
| Warranty details | 10 |
| Total | 100 |

SECTION 5 – ELIGIBILITY CRITERIA

- Registered non-governmental organizations (non-profits or for-profits) including but not limited to the private sector. Quotes from individual citizens will not be reviewed.
- Provide evidence of valid legal registration – see Section 1.
- Obtain a Unique Entity Identifier which can be requested at www.sam.gov

The following types of organizations are not eligible under this RFQ:

- Public International Organizations.
- Organizations with active exclusions in the System for Award Management (SAM) – refer to www.sam.gov;
- Any municipal/city, provincial and national government.
- Organizations that advocate, promote, or espouse anti-democratic policies or illegal activities.
- Political parties or institutions.
- Organizations that are on the list of parties excluded from federal procurement and non-procurement programs or the United Nations Security Sanctions Committee.
- Any entity whose name or individual executives appears on any exclusions lists maintained by the U.S. Treasury’s Office of Foreign Assets Control (OFAC) or UN’s master list of prohibited individuals or entities.
[On Bidder’s Letterhead]

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APPENDIX A

QUOTATION COVER LETTER

DATE: _____

TO: DAWERR Procurement Department

We, the undersigned, offer to provide the **RFQ - *project title and RFQ #* Provision for Woodchippers & Vibrating Screens** in accordance with your Request for Quotation dated and our enclosed Proposal/Quote.

Our quote shall be binding upon us subject to any revisions resulting from contract negotiations, up to expiration of the validity period of the quotation, i.e., <>.

We understand you are not bound to accept any quotation you receive.

Yours Sincerely,

Authorized Signature:
Name and Title of Signatory:
Name of the Firm:
Address, Email and Phone No.

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APPENDIX B

DESCRIPTION OF GOODS/EQUIPMENT

| Item | Technical Specifications | Quantity | Locations | Unit Price (\$)/piece/location | Total Price (\$) |
|-------------|---|----------|---|--------------------------------|------------------|
| Woodchipper | <p>Engine power rating 20-30 HP</p> <p>Fuel Diesel</p> <p>Engine starting mode Electric</p> <p>No. of driving belts 2-3</p> <p>Engine country/region of origin European, American, or Japanese</p> <p>Body construction material Fully Steel</p> <p>Maximum chipping capacity 120 mm</p> <p>Minimum disc inlet size 120 mm(L) x 200 mm(W)</p> <p>Minimum chute size 400 mm(L) x 600 mm(W)</p> <p>Discharge Rotation 360°</p> <p>Chip size 1 – 2.5 cm</p> <p>Number of blades on disc 2 – 3 Blades</p> <p>"Blade characteristics: - Durable tough steel (A8 steel/Hardox 600/ or equivalent)</p> <p>Bolted on flywheel for maintenance"</p> <p>Fly wheel characteristics minimum 600 mm diameter flywheel with a minimum thickness of 65 mm wear and abrasion resistant steel.</p> <p>Accessibility to drum and knives</p> <p>Capacity 1-1.5 Tonnes/hour</p> | 7 | <p>1.Jezzine</p> <p>2.Rachaya el Wadi</p> <p>3.Batloun</p> <p>4.Baskinta</p> <p>5. Three other locations in Lebanon – to be determined at a later stage</p> | | |



| | | | | | |
|-------------------------|--|---|--|--|--|
| | Towing Attachment Yes Wheels On-road and off-road | | | | |
| Vibrating Screen | Vibrating screen with capacity 2 tons per hour. Top Hopper with vibrating gravity feed. Screen size: 0.5-1 cm Screen dimensions (Min)(WxL): 1 x 2m Minimum hopper dimensions (WxL): 1.6 x 1 Vibrating top hopper motor power(Min): 0.05kW Vibrating screen motor power(Min):0.25kW Adjustable bed inclination (2-4°) Wheels on base legs with stoppers Independent Hopper Springs | 8 | 1.Jezzine 2.Rachaya el Wadi 3.Batloun 4.Qaraoun 5.Baskinta 6. Three other locations in Lebanon – to be determined at a later stage | | |
| Total Amount USD | | | | | |



APPENDIX C

SUMMARY OF RELEVANT CAPABILITY, EXPERIENCE AND PAST PERFORMANCE

Include projects that best illustrate your experience relevant to this RFQ or similar activities, sorted in descending order of completion date.

Bidders should list projects undertaken in the past three years.

| Item # | Project Title and Description of Activities | Location Province/District | Client Name/Tel # | Cost in US\$ | Completed on Schedule (Yes/No) |
|---------------|--|-----------------------------------|--------------------------|---------------------|---------------------------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |