REQUEST FOR EXPRESSION OF INTEREST

**Closing Date: 29-01-2024**

# Background:

Development, Culture, and Leadership (DCL) is a Lebanese non-profit organization that was founded in 2008 with the mission to empower the youth of Northern Lebanon through informal and non-formal education, offering opportunities to the local youth without any discrimination due to religious, gender, nationality, or social differences. Peace, collaboration, equality, and respect among all members of the community have been the main values around which DCL has been operating since its inception.

Since 2020, DCL is the Cooperating Partner (CP) of the UN World Food Programme (WFP) for North Lebanon and Akkar for the School Feeding Program, according to which, healthy snacks are distributed daily to the attending students in selected schools in the assigned region. As of the academic year 2023-2024, DCL distributes to around 30,000 children in 55 schools.

# The purpose of the Expression of Interest (EOI):

The purpose of this request for expression of interest (EOI) is to identify potential companies for the supply of fruits and vegetables and packaged goods, cleaned, packaged and transferred as per the specifications analyzed by DCL. Eligibility and inclusion in DCL’s roster does not necessarily mean that a contract with DCL and the supplier will be signed. The eligible companies who meet DCL’s requirements will be invited at a later stage to participate in a Call for Quotation (RFQ) which may result in a signature of a contract.

# Anticipated services to be provided by the supplier:

Indicative services as per the program’s details for the academic year 2023-2024:

Eligible companies should be able to provide one or more of the below food items or services.

Fruits and Vegetables:

* + - Apples
		- Bananas
		- Carrots
		- Cucumbers
		- Nectarines
		- Apricots
		- Pears
		- Plums
		- Sour green plums

Packaged Goods:

* + - Apple Chips
		- Peanuts
		- Mixed nuts
		- Milk packs

The suppliers offering the above should be able to:

1. Have the right quality checking mechanism in place to ensure that the food items meet the specifications in size, quality and quantity determined by DCL.
2. Clean the fruits/vegetables in a procedure that is aligned with DCL and WFP standards.
3. Kit several items in one bag depending on DCL request.
4. Transport the snacks to the final destinations and off-load in the designated storage rooms (as of today, 55 schools in North Lebanon and Akkar) following the daily and weekly schedule shared by DCL.

# Eligibility of potential suppliers:

Upon closure of the Request for Expression of Interest, DCL will evaluate responses received and will notify eligible participants of the outcome of the evaluation.

* 1. Accountability:
		+ The company must demonstrate to DCL that it is allowed by the Lebanese government to carry out its activities in Lebanon, by presenting its valid certificates of registration
		+ The company should have VAT registration.
		+ The company or any of its affiliates and subcontractors do not appear on the consolidated UN sanctions list maintained by the Security Council.
	2. Geographical Coverage:
		+ The company should preferably have a field presence in North Lebanon.
		+ The company should have the capability/capacity to fully cover the area of Akkar and Tripoli (Mennieh-Donieh, Zgharta, Bcharre, Koura and Batroun).
	3. Sector of Expertise:
		+ The company should have experience in the food trade industry.
		+ The company should have at least 5 years of business operation.
		+ The company should have experience in sourcing, storing, and cleaning fresh fruits and vegetables in a professional manner, following all food safety and quality control protocols.

# Review Process and Timeline

The Request for Expression of Interest will be open until the 29th of January, midnight, Beirut time. DCL will assess and evaluate the submitted documents and will select potential cooperating partners. It is possible that a physical meeting will be required to assess the premises of the potential supplier, the warehouse, and the process that may be used in case of collaboration.

Applicants will be informed of the outcome of their submissions via email. The potential selected suppliers who meet DCL’s requirements will be invited to participate in a “Request for Quotation” which may result in a signature of a contract.

For further information or queries, please email: dcl.procurement@gmail.com. Deadline for submitting questions: 25-01-2024

# How to prepare and submit your Expression of Interest:

Foundations/companies that wish to participate in the Request for Expression of Interest are requested to submit their application in English by email (dcl.procurement@gmail.com) by the 29th of January (midnight, Beirut time).

* DCL will not consider incomplete submissions. All responses received will be treated as strictly confidential and will not be made available to the public;
* This request for EOI does not constitute a solicitation. DCL reserves the right to change or cancel this pre-selection process or any of its requirements at any time during the process; any such action will be communicated to all participants.

Below is the list of all documentation that should be shared by the interested foundation/company:

* 1. A complete capacity assessment; please refer to **Prospective Supplier Assessment Template (Annex 1)**;
	2. The **certificate of registration** of the foundation/company and an **updated statement of registration** valid until the end of 2023;
	3. The foundation/company’s **relevant portfolio of clients**.
	4. **References, reviews, or feedback** from partners and clients;
	5. The foundation/company’s **Financial Statements of the past three years**;

## ISO certificates, or relevant certificates.