



## CALL FOR QUOTATIONS – HEAT

**Date:** 19/04/2024

**Project:** Lebanon Joint Procurement Initiatives

**Title:** Hostile Environment Awareness Training

**Reference:** LBN/HULO/2024-002

*This Call for Quotations is open to all eligible service providers, in accordance with international humanitarian procedures and principles. The Service Provider will be contracted by the cooperative partners and will exclusively work for staff contracted by those organizations.*

### **Context:**

*The **Humanitarian Logistics Cooperative**, also known as “HULO”, is the first humanitarian European Cooperative Society (SCE) created in June 2021.*

*Hulo's objective is **to increase the impact of humanitarian aid** by strengthening links and solidarity between humanitarian logistics actors, as well as by improving performance through the pooling of logistics and supply chain resources and expertise. Hulo's "Joint Initiatives" are already underway in 5 countries (Burkina Faso, Central African Republic, DRC, Lebanon, and the Syrian Crisis) and include on the ground: Joint Procurement Initiatives (JPIs), Joint Human Resources Initiatives (JHRIs), a digital solution for pooling resources, Joint Transport Initiatives (JTIs), and Joint Environmental Initiatives (JEIs). At the global level (i.e., across Headquarters of hulo member organizations), hulo activities focus exclusively on Joint Procurement Initiatives. These initiatives save time and money, improve the quality of goods and services provided, and therefore provide more effective assistance to those who need it most.*

*Hulo is seeking service providers capable of conducting specialized training/s for the staff of its cooperative partners. Therefore, it launches this call for quotations on behalf of **ACTED, ANERA, Cooperazione Internazionale, DanChurchAid, Johanniter International, Medecins du Monde, Premiere Urgence Internationale, Secours Islamic France, Solidarites International.***

### **Overall scope of work expected from the Service provider:**

*The selected service provider will be responsible for providing specialized Hostile Environment Awareness Training (HEAT) for NGO staff operating in Lebanon. The training should equip humanitarian aid workers with the skills and knowledge to operate safely in high-risk or unstable environments. All trainings must be tailored to the specific risks associated with the Lebanese context.*

*The service provider is expected to calculate the price for **approximately 50 humanitarian aid workers.***

### **Training content:**

*HEAT should include, but not be limited to, the following modules:*

- *Basic first aid and psychological first aid*
- *Personal safety and security*
- *Safety and security mindset*
- *Communications equipment*
- *Dealing with Aggression, capture and captivity.*
- *Behavior under fire*

- Threats in the field
- Fire safety.
- Basic negotiations skills
- Understanding how to build individual situational awareness in high-risk environments.
- Ammunition and Weapon Awareness, including Unexploded ordnance (UXO) and improvised explosive devices (IED) threats.

**Key priorities:**

1. **Contextual Relevance:** training should address specific security challenges in Lebanon, including political instability, civil unrest, and specific regional threats.
2. **Experienced trainers:** trainers must have extensive experience in hostile environment training and relevant field experience in similar contexts.
3. **Practical Exercises:** The training should include simulations and practical exercises to ensure that participants can apply knowledge and skills in real-world scenarios.
4. **Terms of reference:**

**1. Location:**

All trainings are to be conducted in Lebanon. The exact venues can be proposed by the service provider with consideration of providing venues in **Beirut/Mount Lebanon, Beqaa and North Lebanon** is an added value. Importantly, chosen locations should be conducive to facilitating the practical scenarios essential for the training. Furthermore, the venue must accommodate provisions for coffee breaks and lunch for all participants.

**2. Pricing:**

- Prices should be inclusive of all costs associated with the training session such as venue rental, materials, equipment, and facilitator fees.
- The pricing model should be per person, per session.
- Details on the minimum number of participants required to conduct one session should be provided.
- Quotations should remain valid and fixed for one calendar year from the date of agreement.

**3. Billing & Payment:**

Billing should be addressed to the name of the organizations participating in the training. Hulo will act solely as a facilitator in this process. Additionally, the service provider is expected to offer a minimum of **30 days** for payment terms.

**Submission Requirements:**

Service providers interested in this opportunity should provide the following:

- **Company Profile:** A brief introduction to the company, its values, and past relevant experiences.
- **Detailed Proposal:** Outlining the curriculum, methodologies, and learning outcomes for each training module.
- **Supplier questionnaire:** Answering the outlined questions relevant to this call for quotations.
- **Price Quotation:** As per the terms mentioned above, in USD, excluding VAT.

**Deadline & Contact:**

Interested service providers should express their interest by **29/04/2024** by sending their proposal to [tender-lebanon@hulo.coop](mailto:tender-lebanon@hulo.coop), mentioning "**LBN/HULO/2024-002**" - [Your Company Name].

After the deadline, all proposals will be reviewed by a panel from Hulo and its cooperative partners. Shortlisted applicants might be invited for a presentation or further discussion. The final decision will be communicated by **01/06/2024** or earlier.