



1. AWARD CRITERIA

SCI is committed to running a fair and transparent tender process, and ensuring that all bidders are treated and assessed equally during this tender process. Bidder responses will be evaluated against four weighted categories of criteria: Essential Criteria, Sustainability Criteria, Capability Criteria, and Commercial Criteria.

1.1 ESSENTIAL CRITERIA (Pass/Fail)

Criteria which bidders **must** meet in order to progress to the next round of evaluation. If a bidder does not meet any of the Essential Criteria, they will be excluded from the tender process immediately. These criteria are scored as 'Pass' / 'Fail'.

3.2 SUSTAINABILITY CRITERIA (10%)

Criteria used to evaluate the impact a supplier has on the environment, local economy and community. Bids will be evaluated against the same pre-agreed Criteria.

3.3 CAPABILITY CRITERIA (50%)

Criteria used to evaluate the bidders ability, skill and experience in relation to the requirements. Bids will be evaluated against the same pre-agreed Criteria.

3.4 COMMERCIAL CRITERIA (40%)

Criteria used to evaluate the commercial competitiveness of a bid. Bids will be evaluated against the same pre-agreed Criteria.

SECTION 1 - ESSENTIAL CRITERIA (Pass/Fail)

INSTRUCTIONS – Bidders are required to complete all sections of the below table.

Item	Question	Bidder Response	
		Yes / No	Comments / Attachments
1	Bidder accepts Ribat association 'Terms and Conditions of Purchase' and that any business awarded to the bidder will be completed under the Terms and Conditions included in Section 4 of this pack.		
2	The bidder confirms they are not a prohibited party under applicable sanctions laws or anti-terrorism laws or provide goods under sanction by the United States of America or the European Union and accepts that SCI will undertake independent checks to validate this.	Yes / No	Comments
3		Yes / No	Comments



	<p>The Bidder confirms it is fully qualified, licenses and registered to trade with Save the Children (including compliance with all relevant local Country legislation-Lebanon).</p> <p>This includes the Bidder submitting the following requirements (where applicable):</p> <ul style="list-style-type: none"> - Legitimate business address - Tax registration number & certificate - Business registration certificate - Trading license 		
4 6	<p>The Bidder confirms it is fully qualified, licenses and registered to trade with Save the Children (including compliance with all relevant local Country legislation-Lebanon).</p> <p>This includes the Bidder submitting the following requirements (where applicable):</p> <ul style="list-style-type: none"> - Legitimate business address - Tax registration number & certificate - Business registration certificate - Trading license <p>Bidder's willingness to accept 100% payment to be paid until the maximum of 30 days from submission of invoice with all valid supporting documents, payment method will be by international transfer.</p>	Requirement	Bidder Response / Attachments
		<i>Legitimate Business Address</i>	
		<i>Tax Registration Number & Certificate</i>	
		<i>Business Registration Certificate</i>	
		<i>Trading License</i>	
		Yes / No	Comments / Attachments
7	<p>Bidders are to guarantee to replace damaged/defective items under any circumstances up to 15 days from the delivery date.</p>	Yes / No	Comments / Attachments



SECTION 2 – CAPABILITY & SUSTAINABILITY QUESTIONS (60%)

Instructions – Bidders are required to complete all sections of the below table.

Item	Question	Bidder Response									
1	Bidder's goods quality versus Ribat standards and measures. Bidder to provide samples for all requested items Weightage (36%)	Bidder Response									
2	Bidder Capacity to supply Ribat Weightage (05%)	Bidder Response									
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Option</th> <th style="width: 50%;">Bidder to select only one option</th> </tr> </thead> <tbody> <tr> <td>01-03 Working days</td> <td></td> </tr> <tr> <td>04-06 Working days</td> <td></td> </tr> <tr> <td>07-09 Working days</td> <td></td> </tr> <tr> <td>>09 Working days</td> <td></td> </tr> </tbody> </table>		Option	Bidder to select only one option	01-03 Working days		04-06 Working days		07-09 Working days	
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01-03 Working days											
04-06 Working days											
07-09 Working days											
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3		Bidder Response									
		Comments									



	Bidder's ability to provide transportation to (Akkar (tal hayat and berj al arab), Badawi Weightage (10%)	<table border="1"> <thead> <tr> <th data-bbox="536 331 863 398">Option</th> <th data-bbox="863 331 1283 398">Yes/No (please choose one option only)</th> </tr> </thead> <tbody> <tr> <td data-bbox="536 398 863 551">Bidder's ability to provide transportation to Akkar (tal hayat and berj al arab), Badawi</td> <td data-bbox="863 398 1283 551"></td> </tr> <tr> <td data-bbox="536 551 863 730">Flat-rate Transportation Charges are applicable for any location specified above.</td> <td data-bbox="863 551 1283 730"></td> </tr> <tr> <td data-bbox="536 730 863 831">Transportation is not available.</td> <td data-bbox="863 730 1283 831"></td> </tr> <tr> <td data-bbox="536 831 863 931">Free Transportation for one area</td> <td data-bbox="863 831 1283 931"></td> </tr> </tbody> </table>	Option	Yes/No (please choose one option only)	Bidder's ability to provide transportation to Akkar (tal hayat and berj al arab), Badawi		Flat-rate Transportation Charges are applicable for any location specified above.		Transportation is not available.		Free Transportation for one area		
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4	Sustainability: The bidder sources and supplies some goods from Lebanese Manufacturers. Weightage (10%)	<table border="1"> <thead> <tr> <th data-bbox="536 931 1307 969">Bidder Response</th> </tr> </thead> <tbody> <tr> <td data-bbox="536 969 1307 1332"></td> </tr> </tbody> </table>	Bidder Response		Comments								
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SECTION 3 – COMMERCIAL QUESTIONS (30%)

Please add your prices in the following Annex#1 and send it back to us stamped and signed.

Line item no.	Description of Goods / Services.	Unit / Form	Quantity required	Currency	Unit Price excluding VAT	VAT	Unit price including VAT
1	Rice Cakes 32GR	Pack Of 24	1	USD			
2	Poppins Oat Bar Strawberry Cheesecake or choclote 30GR	Pack of 24	1	USD			
3	Energy Booster Mix Nuts 30g	Pack of 10	1	USD			
4	SweetBeet Sticks from little melly	Pack of 24	1	USD			
5	ChocoLent Cookies from little Melly	Pack of 24	1	USD			
6	Jungle cookies from little melly	Pack of 24	1	USD			
7	water tanourin small size	Pack of 24	1	USD			

FIXED TERM PRICING

Please confirm that the pricing provided can be fixed for a duration of one year. **Weightage (10%)**

Please confirm that the pricing provided can be fixed for a duration of one year	Yes/No

YES/NO