



**Islamic Relief Worldwide-Lebanon**

Islamic Relief Lebanon

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**Islamic Relief  
Lebanon**

**Tender No: IRL - T2024 - 017**

**Date: 02/08/2024**

**Location: Lebanon - Tripoli**

**Project Name: Improved health, WASH systems, services,  
dignity for vulnerable communities in Lebanon**

## **ABOUT ISLAMIC RELIEF**

Islamic Relief Lebanon office (IRL) is a humanitarian INGO and one of IRW's field offices dedicated to alleviating poverty and suffering in Lebanon. Islamic Relief first started working in Lebanon in 2006, providing those affected by the Lebanon war with food, clean water and essential household items. After the conflict, we continued working in Lebanon with focus on Food Security, WASH, Health, Shelter & NFIs, Livelihood and Education.

### **Summary of Project:**

IRL is implementing a project that seeks to meet the fundamental medical needs of the most at-risk communities by bolstering the capacity of public health centers and institutions.

Due to numerous crises and economic collapse, vulnerable communities are unable to pay for their basic medical needs and cannot travel to private hospitals for better care and diagnostics. Government hospitals are less expensive, but they lack basic amenities such as electricity and other infrastructure to accommodate an increasing number of patients daily.

The project will provide medical equipment and supplies for three Public Health Centers/institutes in three governorates Beqaa, Tripoli, and Akkar according to each PHC's specifications in order to improve the efficacy of diagnosis and treatment, in addition to rehabilitation, upgrade works, and solar system, as per their need.

Islamic Relief Lebanon intends to contract a company to implement the following rehabilitation activities:

### **- Rehabilitation and upgrade of the kidney dialysis section in Orange Nassau Governmental Hospital**



**Islamic Relief  
Lebanon**

Verdun, Saeb Salam Street,  
Kojok Center 4<sup>th</sup> floor & 5<sup>th</sup> floor  
Beirut, Lebanon

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فردان، شارع صائب سلام،  
سنتر كجك الطابق 4 و 5،  
بيروت، لبنان



## 1. SUBMISSION OF QUOTATIONS

1. Issuance of Payment occurs within 15 days after submission of legal invoice by cheque withdrawn cash in dollars after 48 hours from receiving date.  
الدفع بعد الفاتورة الرسمية خلال خمسة عشر يوماً على شكل شيك يصرف بعد 48 ساعة من تاريخ إستلامه نقداً بالدولار.
2. Bank fees when cheque withdrawn are on the account of the supplier.  
الرسوم البنكية عند صرف الشيك على حساب المورد
3. Prices must include VAT and it must be shown on the invoice.  
الأسعار شاملة الضريبة على القيمة المضافة والضريبة يجب أن تكون واضحة ومبيّنة على الفاتورة.
4. NO other form is accepted only this form must be filled by the prices and specifications, signed and stamped by the supplier.  
لن يتم إعتقاد أي نموذج آخر غير هذا النموذج على أن يتم توقيعه و ختمه من قبل المتقدم لهذه المناقصة.
5. Every supplier has to fill the request for quotation and place it in a closed envelope, signed and stamped on the envelope and submitted by hand at the reception at our office located, Verdun – Saeb Salam Street – Kojok Center 5th floor – Beirut – Lebanon. We do not accept any quotation by email.  
على المتقدم لهذه المناقصة ملء ، توقيع وختم هذه المناقصة ووضعها داخل مغلف مغلق مختوم وموقع على فتحة المغلف وعليه أن يتم تسليم هذا المغلف بيده في مكتب الإستقبال في مكتبتنا في فردان – شارع صائب سلام – مركز كجك الطابق ال 5. العروض المرسله في البريد الإلكتروني لن تأخذ بعين الاعتبار.
6. The deadline to fill and submit this quotation is on 15/08/2024 at 4:00 pm and any bid will not be accepted after this time.  
ان مدة انتهاء صلاحية هذه المناقصة هي في 2024/08/15 الساعة 4:00 عصرأ وأي مناقصة تقدم بعد هذا الوقت ستكون مرفوضة.
7. Procurement department is the only responsible department, any inquiry for clarification must be received by IRW-Lebanon in writing to email (procurement@islamicrelief-leb.org) at least 3 days before the deadline for submission of tenders. IRW-Lebanon will reply to bidders' questions at least 2 days before the deadline for submission of tenders.  
قسم المشتريات هو القسم المسؤول عن المشتريات والمناقصات وعلى المتقدمين للمناقصة أن يتوصلوا مع قسم المشتريات من خلال البريد الإلكتروني ( procurement@islamicrelief-leb.org ) لأي إستفسارات خلال مدة اقلها ثلاثة ايام قبل انتهاء مدة الاعلان. فريق المشتريات يجب خلال مدة يومين قبل اغلاق الاعلان.
8. Supplier must submit his legal papers with the request for quotation in the same envelope, in addition to a copy of the owner's ID, or his quotation will not be considered  
على المتقدمين للمناقصة وضع صور عن أوراق صالحة وقانونية عن الشركة بنفس مغلف المناقصة بالإضافة الى صورة عن هوية مالك الشركة.





9. Invoice must be official and legal. الفاتورة يجب أن تكون قانونية بالكامل.
10. Prices must be in United states dollars. الأسعار بالدولار الأمريكي
11. Prices include delivery to any place in Lebanon at any time requested. السعر شامل التوصيل الى أي مكان في لبنان.
12. Portfolio to be submitted attached to the quotation. تقديم السيرة الذاتية مرفقة بالعرض المقدم.
13. Please take all the above notes into consideration, or your quotation will be disregarded. الرجاء أخذ الملاحظات الموجودة أعلاه بعين الإعتبار وإلا سيتم تجاهل أي عرض يخالف أحد هذه الملاحظات.





## 2. SPECIFICATION OF REQUIREMENT

### Main Deliverables

Deliverable	Description	Timeline
<b>Rehabilitation works</b>	Rehabilitation works for Orange Nassau Governmental Hospital (the Kidney Dialysis section) Tripoli, in accordance with the attached BoQ including specifications.  The work will be under the supervision of IRL or a 3rd party assigned by IRL.	Date of delivery is as soon as possible after the contract signature.
<b>Method statement and Schedule of work</b>	The bidder is requested to submit a method statement including the delivery schedule for work. <b>Taking into consideration that the operation in the kidney dialysis section will continue and will not be interrupted during the implementation period.</b>	Date of delivery is maximum 3 months after contract signature
<b>Material</b>	<b>The bidder must submit the list of materials that will be used, in addition to data sheets.</b> Materials that are not submitted will be scored as "0"	During submission of bid
<b>Team Communication</b>	Contractor's team need to coordinate with IRL team officially regarding the delivery process and implementation.	During delivery.
<b>Restrictions</b>	Contractor's team is not allowed to communicate with the hospital's team. It is IRL team responsibility to prevent any miscommunication with the hospital.	During delivery.
<b>Field Visit</b>	Field visit to the project site needs to be in coordination with the logistics team 7 calendar days before the tender deadline. Please arrange with the log team: <a href="mailto:procurement@islamicrelief-leb.org">procurement@islamicrelief-leb.org</a> .	Before Tender deadline – <b>Mandatory</b>





### 3. SERVICE REQUIREMENTS AND SCOPE OF WORK

1. Civil Work						
Activity		Description	unit	Qty	unit price	Total Amount + VAT
1.1	<b>Demolition</b>	Removing walls & Demolition, transportation of debris top damp site, and waste management for both rehabilitation of bathrooms and enlarging doors	LS	1		\$
1.2	<b>CMU construction</b>	Supply and install CMU 15 cm As per drawings including lintels where needed and all necessary as per specifications and engineer instructions	m2	60		\$
1.3	<b>Plastering</b>	Supply and install sand cement layers on concrete and Hollow Concrete Block works surfaces as specified	m2	130		\$
1.4	<b>Wall &amp; Ceiling painting</b>	Wall and ceiling paint include prepare the surfaces and treat these surfaces so the surfaces be able to receive the paints, and place 3 layers of putty The paint should be from the best quality as per specifications and as indicated in drawings using, antibacterial painting / color to be approved by the Engineer and the hospital	m2	800		\$
1.5	<b>False ceiling work</b>	Supply and install Anti-bacterial acoustical ceiling tiles 60x60cm , works include all fixation and necessary accessories	m2	300		\$
1.6	<b>Paving Repair</b>	Replacing damaged pavements & repairing the print of removed walls	LS	1		\$
1.7	<b>Toilets paving - Floor (Optional)</b>	Applying a new layer of ceramic for flooring similar to the existing and as per engineer instruction, including application of PU waterproofing	m2	21		\$
1.8	<b>Toilets paving - Walls (Optional)</b>	Applying a new layer of ceramic for walls similar to the existing and as per engineer instruction.	m2	88		\$
1.9	<b>Vinyl flooring</b>	Supply and install first class safe and antibacteria P.V.C. flooring 3mm thick (Design shape and colors of vinyl flooring should be approved by engineer prior to installation)	m2	300		\$
1.10	<b>Wooden door</b>	Supply and install timber door ,beech wood edges, Formica laminated core, stainless hinges, handle & accessories and as per engineer instructions	item	3		\$





1.11	<b>Aluminum work (optional)</b>	Fabricate, supply and install aluminum works as manufactured by SIDEM 2000 first choice with all necessary accessories as per the drawings and the Engineer instructions, cost to include (Isolation room & Aluminum Doors of the entrance of main room and partitions ).	m2	55		\$
<b>TOTAL 1. Civil Work - Main</b>						\$
<b>TOTAL 1. Civil Work - Optional</b>						\$
<b>2. Mechanical Work</b>						
Activity	Description	unit	Qty	unit price	Total Amount + VAT	
<b>2.1 Plumbing Works (Drainage, Acid, Water Supply)</b>						
2.1.1	<b>Drainage Per Unit</b>	Replacing drainage for each dialysis unit including accessories (height from FFL=25 cm). Coring will be performed for each unit; network shall be connected to the outdoor new drainage cycle.	item	17		\$
2.1.2	<b>Acid Cycle</b>	Supply, install and implement a new Acid network using PVC pipes (diameter= 1") including all accessories for each dialysis unit (height from FFL= 35 cm)	item	17		\$
2.1.3	<b>RO Water Cycle</b>	Supply, install and test a new RO water supply cycle system (height from FFL= 35 cm) including all accessories using PVC pipes (diameter= 1") and as per engineer instructions.	item	17		\$
2.1.4	<b>Main Drainage Cycle (pipes and fitting)</b>	supply, install, connect and test a new drainage cycle that will be installed externally, PVC pipes (diameter= 5" Inch), including all accessories. Works to include executing new floor drains with all related civil works, also including to connect the toilet drainage and to perform all required maintenance , including all necessary pipes, accessories. Pipes should be sized based on engineer instruction. floor drain shall be chrome plated with all necessary installation and connections.	item	190		\$
2.1.5	<b>PVC Trunk (Cash Cable)</b>	Supply and install PVC trunk 10*10 to cover RO and Acid cycle .	m	70		\$
2.1.6	<b>Coring</b>	17 coring activities will be executed for 17 drainage units, and 8 for the floor drain in the main room, and 1 in the maintenance room	Item	26		\$
<b>Total 2.1 - Main</b>						\$
<b>Total 2.1 - Optional</b>						\$





## 2.2 RO Upgrading & Maintenance

Activity		Description	unit	Qty	unit price	Total Amount + VAT
2.2.1	<b>Softner Replacing</b>	Supply and install a new softener ,Brand EUR or USA, The old softner will be replaced, price to include materials , labor and all necessary.	item	2		\$
2.2.2	<b>Media replacing and maintenance</b>	Replacing existing Media with maintenance, brand EUR or USA, including installation fees	item	1		\$
2.2.3	<b>Maintenance for the connection, and system, valves, sensors of the RO</b>	RO system maintenance, work to include all necessary maintenance in order to acquire a confined network wih no leakage or any potential contamination, works to include replacement for damaged pipes and connectors, also all damaged valves and sensors should be replaced (Italian Brand), the price is including installation fees. Bioflim & TDS test should be done prior to work and after maintenance completion in order to meet universal standard.	item	1		\$
2.2.4	<b>Carbon Filter</b>	Supply and install carbon filter to replaced the existing one, CE or equivalent standard, including installation fees.	item	1		\$
2.2.5	<b>Membrane Replacing</b>	Supply and install a new membrane for both RO system, to replace the existing membrane, including installation fees.	item	12		\$
<b>Total 2.2 - Main</b>						\$
<b>Total 2.2 - Optional</b>						\$
2.3 Sanitary Fixtures						
2.3.1	<b>Water Heater (Optional)</b>	Supply , install and teste a new water heater with all valves and accessories, EWH 50 Liters, including new connection for the Hot water heater.	item	4		\$
2.3.2	<b>A complete WC fixtures and installation (Optional)</b>	Supply and install a complete WC including WC seat with the hose bib (hand spray), flash tank or water tank, lavatory, water mixer, cold and hot water pipes (PPR), and drainage pipes. Works to include the installation, with all necessary traps, connections, and accessories. All materials to be approved by the Engineer.	item	4		\$
<b>Total 2.3 - Main</b>						\$
<b>Total 2.3 - Optional</b>						\$







2.4 Medical Gas						
2.4.1	Alarm (for medical Gas)	European Standard, Piping, red copper 12mm, 16 mm, 22 mm, type astm b819 type L installation for new pipes (1m for each medical gas to install the monitor). Alarm and sensor system (monitor) shall be connected to the existing network. The fees of the installation and testing is included	item	1		\$
2.4.2	Sensor (for medical Gas)		item	3		\$
14	T connector and hand labor		item	1		\$
<b>Total 2.4 - Main</b>						\$
<b>Total 2.4 - Optional</b>						\$
<b>TOTAL 2. Mechanical Works - Main</b>						\$
<b>TOTAL 2. Mechanical Works - Optional</b>						\$

3. Electrical Work						
Activity	Description	unit	Qty	unit price	Total Amount + VAT	
<b>3.1 Electrical Installation Works</b>						
3.1.1	socket	socket 2p + 16 A with earth side (CE)	item	10		\$
3.1.2	socket	socket 2p + 16 A with earth side (RED) (CE)	item	10		\$
3.1.3	Supporting Frame	CE standards, High Quality	item	10		\$
3.1.4	Magic Boxes	CE standards, High Quality	item	30		\$
3.1.5	One way Switch	CE standards, High Quality	item	10		\$
3.1.6	Cables NYA 10mm	Installation of new cables where needed in coordination with the Engineer CE standards, High Quality	Lm	100		\$
3.1.7	Cables NYA 16 mm	Installation of new cables where needed in coordination with the Engineer CE standards, High Quality	Lm	100		\$
3.1.8	Surface Panel	60*60 w 6400, High Quality, LED	item	25		\$
3.1.9	Spot surface	High Quality, LED	item	10		\$
3.1.10	Tubes, Trays, Boxes, Panels	Installation of new tubes and trays where needed and in coordination with the Engineer Different sizes depending on the needs, and engineer instructions, including boxes and panels where necessary.	Lm	100		\$





<b>Total 3.1 - Main</b>						\$
<b>Total 3.1 - Optional</b>						\$
<b>3.2 Security</b>						
3.2.1	<b>Smoke Detector</b>		item	6		\$
3.2.2	<b>Heat Detector</b>		item	6		\$
<b>Total 3.2 - Main</b>						\$
<b>Total 3.2 - Optional</b>						\$
<b>3.3 HVAC</b>						
3.3.1	<b>FCU Maintenance</b>	an accurate inspection should be done before execution to define the water leakage or going to Split option mentioned in the BOQ as optional	item	1		\$
3.3.2	<b>AC Split (Optional)</b>	Supply and Install 12,000 BTU inverter AC (DR, Maintenance, Storage, Main Room), installation, copper pipes and accessories are included	item	10		\$
3.3.3	<b>AC Split (Optional)</b>	Supply and Install 12,000 BTU inverter AC (for the Isolation Room), installation, copper pipes and accessories are included	item	2		\$
<b>Total 3.3 - Main</b>						\$
<b>Total 3.3 - Optional</b>						\$
<b>TOTAL 3. Electrical Works - Main</b>						\$
<b>TOTAL 3. Electrical Works - Optional</b>						\$
<b>TOTAL All - Main</b>						\$
<b>TOTAL All - Optional</b>						\$

**Terms and Requirements:**

- The operation in the kidney dialysis section will continue and will not be interrupted during the implementation period.
  - The contractor will have to coordinate his work in coordination with the hospital and IRL, and a detailed schedule of work must be submitted accordingly, and to be approved prior to execution.
- Shopdrawing must be submitted and approved prior to implementation.
- All material shall be submitted and approved prior to implementation.
  - Optional items might not be executed based on budget availability and other factors. (Confirmation or cancelation of the item shall be officially communicated)
  - IRL has the right to cancel any listed item (or decrease the quantity as per site needs) prior to execution; contractor to be officially informed. It is acknowledgeable that prices prepared by contractor should respect that matter and consequently no compensation can be paid as long as cancellation occurs before the beginning of activities.





## 4. AWARD CRITERIA

Criteria المعايير	Scoring النقاط
Must be registered to conduct business and in compliance with government tax Regulations.	Mandatory as Essential criteria without registration and Tax clearance the offer did not consider
<b>Financial capacity and company profile</b> Company should have stable financial capacity and good capital.	5%
<b>Working experience with INGO's in general and specifically in particular trades</b> Companies having previous working experience with donors INGOs or NGOs in particular <b>rehabilitation works in medical centers.</b>	5%
<b>Field Visit</b> Supplier is responsible to conduct field visit to site location at Orange Nassau Governmental Hospital, Tripoli to do the needed analysis and estimate prices accordingly.	5%
<b>Quality of commodities and method statement</b> Items' quality should be in line with desirable specs in the BoQ. <b><u>The bidder must submit the list of materials, in addition to data sheets. Materials that are not submitted will be scored as "0"</u></b> <b><u>The bidder must submit a method statement with detailed schedule of work</u></b>	40%
<b>Price</b> Items prices should be in line with market prices including provision, installation, testing and operating, unloading, offloading transporting to the site of IRL project.	45%
<b>Total</b>	<b>100</b>





**Agency Information:**

1	Name of Agency	
2	Name of the Owner and Partner	Owner:
		Partner:
		Partner:
3	Registered Office address	
4	Telephone Number	
5	Email	
6	Company Registration & Tax number (Please attach a copy of the certificate & Tax)	
7	Proof of financial stability such as financial turnover of last three years or bank statement.	2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022 <input type="checkbox"/>
		Bank Statement <input type="checkbox"/>
8	Company Structure including attached Passport for the Owner and the partners as well	Attached <input type="checkbox"/>
9	Please list any Disputes your Company has been involved in with NGOs/UN Organizations over the last 3 Years	

**Reference List**

Please provide details of 3 INGO/UN agency /any other entity for whom you have completed contracts for in the last 3 years, willing to provide a reference. If available, attach reference letters.

	Reference 1	Reference 2	Reference 3
Name of Organization/Business			
Title & Name of Contact Person			
Phone:			
E-mail:			
Type of product / service provided to client			





### Delivery Time

How many days, from the time of signing the Contract will it take you to start delivery?		عدد الايام ، من وقت توقيع العقد ، ستستغرق لبدء التنفيذ ؟
How many days, from the time of signing the Contract will it take you to conclude the activities?		عدد الايام ، من وقت توقيع العقد ، ستستغرق للانتهاء الأعمال ؟

<b>Complete Name of the Owner:</b>	
<b>Agency Name:</b>	
<b>Signature:</b>	
<b>Date &amp; Time:</b>	
<b>Contact Number / Address and phone number</b>	
<b>Agency Stamp</b>	





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Lebanon**

## **Anti-Bribery and Anti-corruption**

**Bribery:** The offering, promising, giving, accepting or soliciting of money, a gift or other advantage as an inducement to do something that is illegal or a breach of trust in the course of carrying out an organization's activities.

**Corruption:** The misuse of entrusted power for private gain.

**Islamic Relief does not allow any of its people to behave in a corrupt manner whilst carrying out Islamic Relief's work. Islamic Relief people must not give or accept bribes or facilitation payments; nor give or accept inappropriate hospitality; and must always, in acting for Islamic Relief, have the highest ethical and legal standards.**

Islamic Relief has a zero tolerance policy on anti-corruption and bribery. The rule is simple:

**YOU MUST NOT OFFER OR ACCEPT BRIBES OF ANY KIND, WHETHER DIRECT OR INDIRECT.**

The bribe can be of anything – be that money, inappropriate gifts or hospitality, kickbacks or facilitation payments – and of any value. The size of the bribe is irrelevant if its purpose is to influence your or their conduct in some way. A bribe is still a bribe even when it may appear normal practice in the country you are operating in.

The bribe can also be indirect as well as direct. Either way, it is still a bribe and you and/or Islamic Relief could commit a crime.

**This form should be signed by all staff and vendors to ensure the protection of our team and vendors and to show their high commitments towards this policy:**

**Name:**

**Position:**

**Signature:**



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فردان، شارع صائب سلام،  
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## Child Protection Core Statement

**Islamic Relief believes that all children have a right to personal dignity and protection from abuse and it recognizes the special responsibility and duty of care it bears to create a safe environment for children within the projects and programmes it manages and supports. The interest of child safety and protection should be paramount to any other interest which might compromise it.**

تؤمن الإغاثة الإسلامية أن جميع الأطفال لهم الحق في العيش بكرامة، ولهم الحق في الحماية من أي شكل من أشكال الاعتداء، كذلك تأخذ الإغاثة الإسلامية على عاتقها مسؤولية حمايتهم وتوفير المناخ الآمن لهم في كافة أنشطتها. لذلك فإن الإغاثة الإسلامية تطلب من جميع الشركاء والموردين، ومن لهم أي علاقة بنشاطات الإغاثة الإسلامية أن يحترموا و يعملوا على رعاية وحماية الأطفال بشكل عام، بما في ذلك الإلتزام بتنفيذ سياسات وإجراءات فعالة لحماية ورعاية الأطفال وصغار السن من الإساءة والإستغلال بكافة أشكاله وبخاصة الحماية من الإساءة والإستغلال الجسدي، الجنسي، العاطفي، أو أي نوع آخر من الإساءة، وإعطائهم الحق في المشاركة في أية قرارات تتعلق بهم مع احتفاظهم بحقهم في التظلم في حالة تعرضهم لأي إساءة أو استغلال





## Supplier Code of Conduct

### 1 Islamic Relief's Supplier Code of Conduct

### 2 Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labour Standards as defined by the ILO (International Labour Organisation).

The United Nations Global Compact's 10 principles as stated below:

#### Human Rights

**Principle 1:** Businesses should support and respect the protection of internationally proclaimed human rights;  
and

**Principle 2:** Make sure that they are not complicit in human rights abuses.

#### Labour

**Principle 3:** Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

**Principle 4:** The elimination of all forms of forced and compulsory labour;

**Principle 5:** The effective abolition of child labour;

and

**Principle 6:** The elimination of discrimination in respect of employment and occupation.

#### Environment

**Principle 7:** Businesses should support a precautionary approach to environmental challenges;

**Principle 8:** Undertake initiatives to promote greater environmental responsibility;

and

**Principle 9:** Encourage the development and diffusion of environmentally friendly technologies.

#### Anti-Corruption

**Principle 10:** Businesses should work against corruption in all its forms, including extortion and bribery.







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## Modern Slavery Policy

Dear vendor,

As you may already be aware of Modern Slavery Act 2015 and the importance of this to Islamic Relief and their operations around the globe. It is imperative that our suppliers are given as much information about modern slavery and that we both work together to help eliminate this within our supply chains nationally and globally and in each and every country in which we operate. The governance team here in the UK have designed a sensitization form (attached) that will provide suppliers information about Modern Slavery and help them understand this better and why this is very important for Islamic Relief.

We therefore kindly request that you read and understand the attached Modern Slavery Sensitization Form and confirm receipt of this. Once this has been read and understood we urge you to remove all forms of modern slavery from your premises, offices and the entire supply chain.

Islamic Relief may undertake an audit at any time and perform checks to ascertain that our suppliers adhere to this legislation and that there is no evidence of Modern Slavery within your business and premises.

We hope this will not deter you in supplying goods, services or works to Islamic Relief and trust you will support us in this noble task.

If there is any further information required then please do not hesitate to contact us.

Best Regards

**Procurement officer**

For further information on the Modern Slavery Act 2015 please refer to the website link below;

<http://www.legislation.gov.uk/ukpga/2015/30/contents/enacted>



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