**Traditions and People– Invitation to Submit Proposal**

Cleaning Chemicals and Consumables

**Contact person**: Elie Mouradikian, Steve Dib

Website: [www.soukeltayeb.com](http://www.soukeltayeb.com)

**Deadline to apply**: 02, January 2024

1. **Traditions and People**

Traditions and people is a social enterprise working on projects to preserve culinary traditions, and rural heritage and promote community development through women empowerment, youth employment, respect, ownership and passion for excellence.

Traditions and People is producing 1 Traditions and People is producing 300 meals per day to be distributed to NGO beneficiaries across Lebanon, Starting the 8nd of January 2024 and ending on the 14th of May 2024.

Meals production requires purchasing of Cleaning Chemicals and Consumables; the purchasing process is based on clearly defined criteria *(product range, pricing, discounts, quality, delivery timeline, customer support, values’ fit, disputes resolution, free trials / samples…)* and provides vendors and suppliers, who fulfill the mandatory requirements (as listed below) complete process transparency and equal chances to be awarded agreements.

1. **Mandatory Requirements**

The bidders should be company’s registered entities / suppliers legal entities.

The award of the contract or the rejection of the proposals shall be made within 10 days of the date of receiving proposals

All interested bidders must send an email to **Projectmanager****@soukeltayeb.com** **/ Procurement****@soukeltayeb.com** with the following documents attached, no later than January 02, 2024:

1. Legal Documents (Commercial Register, Certificate of Registration, VAT certificate)
2. Company Profile showing portfolio, or website, with list of products and brands.

Official quotations addressed to Traditions & People noting that price shall include delivery fees for both location

1. **Purchasing Agreement – Terms and Conditions**

The ‘Purchasing Agreement’ is signed between Traditions and People and the selected vendor,:

1. All prices quoted are firm and not subject to any increase during the life of the Agreement.
2. During the life of the agreement, the selected supplier will commit to providing consistent quality (Quality of Materials), brand and price agreed upon signing the agreement.
3. Suppliers will clearly stipulate the guaranteed delivery date of all items and/or services. Vendors failing to meet the delivery date specified incur the risk of cancellation of the Agreement.
4. The supplier will provide an alternative product with the same quality/specifications set up in the agreement, in case one or some of the items are out of stock **(Annex – List of Items).**
5. Vendors failing to meet the agreed-on specifications in terms of quality, price… incur the immediate risk of cancellation of the Agreement
6. A 30% plus or minus of the total quantity ordered will be allowed without affecting the agreed-on price.
7. Prices should be in USD
8. Payments are made through Bank letter or Whish transfer. “No Cash payments” will be made, under any circumstance.
9. Failure on the part of a vendor to fulfill any obligation as defined in Agreement shall be considered just cause for Termination of the Agreement, giving five (5) days’ notice in writing to the other party of its intentions to do so.

**Annex – List of Items**

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| --- | --- | --- |
| **Item Description**  | **Unit**  | **QTY per Term**  |
| Dishwashing Soap  | L | 320 |
| Warak khichkhach  | PKT  | 13 |
| Liquid Bleach (Javel) | L | 200 |
| Disinfectant detergent (dettol) | L | 40 |
| Multi-Purpose Cleaner (floor cleaner) | L | 240 |
| Grease cutter (D9) | L | 16 |
| Flash  | L | 16 |
| Hand Soap  | L | 64 |
| Dishwashing sponge (leef)  | Pcs | 96 |
| Scrubbing Sponge round (Seef) | Pcs | 96 |
| MOP Fabric  | unit  | 24 |
| Cling Film  45cm  | PKT  | 30 |
| Gloves Latex White Medium  | PKT  | 200 |
| Gloves Latex White Small | PKT  | 40 |
| Kitchen Roll brown  | Roll  | 36 |
| Aluminum foil 45cm  | PKT  | 8 |
| Interfold brown  | PKT  | 500 |
| Toilet roll brown  | Roll  | 48 |
| Nylon Apron  | PKT  | 100 |
| Nylon Sleeves white  | PKT  | 40 |
| Hairnet blue | PKT  | 100 |
| Trash bags large black  | kg  | 120 |
| Trash bags medium black  | PKT  | 48 |
| Trash bags small white | PKT  | 48 |
| Fiber towel  | unit  | 40 |
| Broom | unit  | 4 |
| Dustpan with Handle  | Unit | 4 |
| Floor Squeegee  | unit  | 4 |
| Surface Sanitizer | L | 30 |
| Glass Cleaning Set | unit  | 4 |