

Date: Apr 26, 2023

RFQ: Supply & Installation of Kiosks & Picnic Benches for a Town in North Lebanon

ABOUT INJAZ LEBANON

INJAZ Lebanon (IL) is a nonprofit non-governmental educational organization dedicated to educating youth about work readiness, entrepreneurship and financial literacy through experiential hands-on programs that help inspire a culture of entrepreneurialism and business innovation among youth in Lebanon. INJAZ Lebanon is an affiliate of INJAZ Al-ARAB and JA Worldwide, one of the world's largest and most-impactful youth-serving NGOs.

ABOUT PCL

The current multiple crises in Lebanon lead to increasing tensions between Syrian refugees and host communities and potentially more conflicts. The PCL project seeks to improve the peaceful coexistence between Syrian refugees and Lebanese communities. Several municipalities in North Lebanon and Akkar will benefit from participatory needs assessment processes and local initiatives targeting refugees and host communities alike. Initiatives might improve living conditions or address peace needs directly, for example through theater work. In parallel, the capacities and competencies of local actors to participate in and lead participatory processes will be strengthened. The project is implemented by GIZ on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ).

Overview:

INJAZ Lebanon is seeking proposals for the supply and installation of kiosks, benches and lighting fixtures to be installed in a village in El Koura in North Lebanon. The kiosks are part of a project that aims to promote the village's natural and historical highlights through annual events. To support this initiative, **we are looking for suppliers who can provide wooden kiosks & picnic benches for use during seasonal events.** The kiosks will be used for various services during the events, such as coffee shops, souvenirs craft stalls, and food and beverage stands. We invite interested suppliers to submit their proposals and cost estimates.

Scope of Work:

The selected supplier will be responsible for designing and specifying the necessary materials, as well as creating a clear implementation plan for the installation of the kiosks, benches, and lighting material for the event space.

The supplier will be responsible for the following:

1. Conducting a site visit to assess the location, and delivering a clear implementation plan, along with any additional recommendations or advice that the supplier may have regarding the project.
2. Supply and installation of 8 kiosks with the following specifications:
 - Bids should be made for sizes of movable 2*2M, but dimensions may be subject to modification based on most efficient use of space and considering cost efficiency in material use.
 - Made from weather-resistant wood.
 - The Interior of the kiosks should be furnished with basic amenities, including lighting, a table, chairs, and other necessary items.
 - Has electrical outlet fixtures that can be connected to existing electricity sources in the area.
 - Can be fixed securely to ensure the safety of users, and to prevent any accident particularly during the winter season when harsh weather conditions could pose additional risks.
3. Supply & installation of 8 picnic benches with following specifications:
 - Bids should be made for sizes of 149*183cm, but dimensions may be subject to modification based on most efficient use of space and considering cost efficiency in material use.
 - Made from weather-resistant wood.
 - Can be fixed securely to ensure the safety of users, and to prevent any accident particularly during the winter season when harsh weather conditions could pose additional risks.
4. Supply of Ensuring the quality of the materials used in the fabrication of the kiosks, providing a warranty for any defects or issues that may arise during the warranty period.

Exterior:

- The area where the kiosks will be constant should be equipped with lighting bulbs, wires, cables, signals, seats, and a first aid kit, as well as any additional items recommended by the supplier for the safe and effective operation of the kiosks.
- In addition, we will require 30 plastic chairs **Deliverables:**
 - **Site Visit Report:** The Supplier shall conduct a visit to the site with representatives of the working group to have a clear assessment on the location in order to finalize the design.
 - **Design and planning documents:** The supplier shall provide detailed design and planning documents for the project, including but not limited to **engineering drawings, material specifications, and installation schedules**. These documents should be submitted within one week of the site visit

- Sharing the plan with the municipality and the community working group and adjust if needed any inputs suggested by them.
- **installation:** The supplier shall be responsible for all aspects of installation, including but not limited to site preparation, equipment installation, and final testing and commissioning and training of focal points on dismantling and re-installation.
- **Safety:** The supplier shall inspect the kiosk's storage location and advise accordingly as well as adhere to all relevant safety and environmental regulations throughout the installation process.

Qualifications:

The supplier should have the following qualifications and experience:

- **Experience:** The supplier should have a proven track record of successfully implementing similar projects in the past.
- **Technical expertise:** The supplier should have a team of skilled technicians who have experience in installing and maintaining kiosks.
- **Quality assurance:** The supplier should have a system in place to ensure that the kiosks are installed and configured correctly, and that they meet the required quality standards.
- **Availability of resources:** The supplier should have sufficient resources, including personnel, equipment, and materials, to complete the project within the specified timeframe.
- **Flexibility:** The supplier should be able to adapt to changes in the project requirements or timeline if necessary.
- **Compliance:** The supplier should comply with all relevant regulations and standards, including those related to safety and security.
- **Cost-effectiveness:** The supplier should provide a competitive pricing structure that offers good value for money, without compromising on quality or safety.

Budget:

The budget for this project is to be determined and will be discussed with the selected supplier.

Submission Requirements:

Interested suppliers should submit a proposal that includes the following items:

- A detailed project plan outlining the timeline, milestones, and resources needed for the successful implementation of the kiosks project (Up To 8 Kiosks). This plan should also include contingency measures in case of unforeseen circumstances or delays.
- **Technical proposal:** This proposal should provide detailed information on the supplier's technical capabilities and approach to implementing the project. This includes their understanding of the project requirements, their proposed methodology, a project timeline, and their team's technical expertise.

- **Financial proposal:** This proposal should provide a detailed breakdown of the costs associated with implementing the project, including materials, labor, and any other expenses.
- **References:** The supplier should provide references from previous clients who have worked with them on similar projects.
- **Legal documents:** The supplier should provide copies of all legal documents related to their company, including business registration, tax identification.
- **Warranty and maintenance:** The supplier should provide information on any warranties or guarantees they offer on their products and services, as well as details on any maintenance or support they will provide after the project is complete.
- **Project management:** The supplier should provide a detailed project management plan, including how they will ensure timely delivery of the project, how they will manage risks, and how they will communicate with the project team.

How to Apply:

Quotations may be submitted on or before May 5, 2023, no later than 6:00 pm via e-mail attention: Mr. Firas El Issrawi (firas@injaz-lebanon.org), Senior Procurement & Admin Officer. For offers to be considered, please mention in the subject line the following: **IL – RFQ -Supply & Installation of Eight Wooden Kiosks in North Lebanon.**

Only shortlisted suppliers will be contacted

Quotations that are received by INJAZ Lebanon after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

Thank you