



Request for Quotes (RFQ) 01-11/23: Transportation of Meals to Schools - Akkar

Programme: World Food Programme (WFP) - School Snacks Project 2023-2024

Funded by: WFP

Implementing Partner: Development Culture and Leadership (DCL)

Type of Bid: Public

Mailing address	dcl.procurement@gmail.com
Tender Deadline	Date: Thursday, November 16th, 2023 PLEASE NOTE: NO BIDS WILL BE ACCEPTED AFTER THE ABOVE CLOSING TIME AND DATE
Deadline for questions	Date: Wednesday, November 15 th , 2023 Time: 4:00 PM Please address questions to: +961 81 425 138

PROGRAMME DETAILS

Under WFP's School Meals 2023-2024 Programme, DCL is requested to distribute cold meals (sandwiches and fruits/vegetables) to approximately 2,500 children registered in 5 schools in North Lebanon and Akkar (2 of these schools, Hrar and Qoubbe, will also operate as kitchens).

The meals that will be distributed to the other 3 schools, namely Hweish, Hweish Takmiliye, and Zaaroura Schools, will be prepared in the kitchen of Hrar School.

SUPPLIER'S ROLE

The selected supplier should provide Transportation services twice on each school day as per the below:

- First trip (AM Shift): From Hrar to the three schools; dispatch to be completed before 9:00-10:00 AM in each school (depending on the exact recess time).
- Second Trip (PM Shift): Form Hrar to Hweish Complementary School only; dispatch to be completed before 3:00-4:00 PM (depending on the exact recess time).

Exact trip times to be communicated at a later stage, and confirmed daily by DCL Focal Point.

- The driver will be responsible to deliver the meals to the respective distribution points in all three schools.
- Following the completion of the dispatch, the driver will have to bring back to Hrar the containers and/or crates used for the transportation of the meals.

ADDITIONAL DETAILS

- Indicative date of first delivery: Nov 20th, 2023.
Expected final delivery date: June 28th, 2024.
- Approximate total number of distribution days (school days): 110 days
- Car should be cleaned on a daily basis prior to loading the meals. It should be suitable for the transfer of food items (that is, disinfected on regular basis), and the driver should diligently follow the health protocols communicated by DCL.



Development Culture and Leadership

- The car does not need to have a fridge.

LIST OF TRIPS AND RESPECTIVE LOCATIONS

The list of trips with their locations is provided in Annex C.

HOW TO APPLY:

Please fill in the RFQ Form (Annex A), and submit it along with your financial proposals (Annex B) at dcl.procurement@gmail.com . Also, besides your quotation, include in your proposal a background of your company (years of operation, ownership status, etc).

Along with the financial proposal, the potential suppliers should submit the car registration, car type, and car photo.

The contact details and driving licenses of the proposed driver(s) will be required at a later stage.



ANNEX A: RFQ Form

Fill in the below RFQ and attach the company's registration form, tax registration form, VAT registration form, a portfolio list along, and reference contacts along with proof of the respective collaboration.

1. NAME OF COMPANY:	
Mailing Address	Country:
Contact Person (s)	
Telephone No	Fax:
Email	
Website	
Owner(s) Name(s):	
Nationality:	
VAT Number:	
Date of Registration of VAT:	
2. ORGANISATION REGISTRATION:	Year Established: Under the laws of:
3. SIZE OF BUSINESS	No. of Employees: No. of Branches:
	No. of International Offices:
	Location of Factories:
	No. of Plants:
	No. of Warehouses
4. References	Name Email

Date:

Signature and Stamp:



Annex B

Financial Proposal

Item	Price (USD)
Daily transportation trips (1 & 2)	



Annex C

Daily trip #1:

Loading time (pick up point)	8:30 AM
Trip start time:	9:00 AM

Exact times to be confirmed on a daily basis

Description	School Name	CERD #	Governorate	Caza
Pick up point	مدرسة حرار المختلطة الرسمية Hrar Mixed Public School *	763	Akkar	Akkar
Destination	تكميلة الحويش الرسمية المختلطة Al Hweich Complementary Mixed School	740	Akkar	Akkar
Destination	الزعرورة الرسمية المختلطة Al Zaaroura Mixed School	718	Akkar	Akkar
Destination	الحويش الرسمية المختلطة Al Hweich Mixed School	429	Akkar	Akkar

Daily trip #2:

Loading time (Pick up point)	2:00 PM
Trip start time:	2:30 PM

Exact times to be confirmed on a daily basis

Type	School Name	CERD #	Governorate	Caza
Pick up point	مدرسة حرار المختلطة الرسمية Hrar Mixed Public School *	763	Akkar	Akkar
Destination	تكميلة الحويش الرسمية المختلطة Al Hweich Complementary Mixed School	740	Akkar	Akkar