

Date:
To:
Tel:
Email:



MEDICAL AID FOR PALESTINIANS

Jnah, Adnan el Hakim street, Al Salam
building, 2nd floor, Beirut – Lebanon
Tel: +961 1850602, +961 1850603
Website: www.map.org.uk

Dear Sirs,

You are invited to quote on supplying MAP with the products specified below. The requested items are **880 food parcels**.

No.	Description	Unit	Quantity per one parcel	Country of origin	Brand	Expiry date	Comments (e.g. Packing grams) *	Unit Price in \$**	VAT***
1	Bulgur brown rough	Bag of 900gr to 1kg	4						
2	Rice long	Bag of 5kg	1						
3	White sugar	Bag of 900gr to 1kg	3						
4	Red lentils split	Bag of 900gr to 1kg	4						
5	Lentils Brown	Bag of 900gr to 1kg	4						
6	Chickpeas dried	Bag of 900gr to 1kg	2						
7	Beans dried	Bag of 900gr to 1kg	2						
8	White beans dried (صنوبرية)	Bag of 900gr to 1kg	2						
9	Salt	Bag of 900 to 1kg	3						
10	Tuna in Vegetable Oil	Can of 175g	2						
11	Tea	100 bags box	2						
12	Dates (خضري)	1Kg	1						
13	Sunflower oil	4.5-4.8 Liter	1						
14	Green peas (canned)	800gr -1 kg can	2						

15	Tomato paste	1-1.4 kg jar/can	1					
16	Carton	Size to contain all the above items	1 or 2					
	Total							
	Please specify the quantity of parcels you can provide							

* Comment related to specifications, packaging, exact weight, available quantities or others

**price should be US dollar (\$)

***Please add VAT only if the item is subject to VAT.

Requested products: 880 Food Parcels

If the requested quantity (i.e. 880 parcel) is not available, please provide a quote for the number of kits you can provide.

1. **Offers Submission** offers must be submitted in sealed and stamped envelopes by hand to one of the following locations:

- o MAP Office in Beirut, Adnan Hakim Street, Al Salam Building 2nd floor.
- o MAP office in Beddawi Camp, Main Street (Jabal), Al Fadela Building, 2nd floor
- o MAP in Nahr El Bared, Train Street, Near Al Bayadr, Twasi Building, Ground floor
- o MAP office in Saida, Near National Evangelical Institute (مدرسة الامريكان)

The offer should include:

Annex A. Registration of the company together with the copy of the Registration

Annex B. Financial Proposal signed, and stamped

2. **Deadline for Submitting Offers:** Tuesday March 15, 2022, before 2:00PM Lebanon time.

3. **Payment method:** by bank transfer from abroad (fresh money) within one week following receiving of the invoice, delivery, and acceptance of delivered items. Payment will be made after the delivery of each batch.

4. **VAT** will be paid separately in Lebanese pounds according to the official rate, either by cheque banker in USD or LBP.

5. **Bank charges:** MAP will not be responsible for any bank charges whether local or at intermediate bank. Bidders must take this issue in consideration when submitting offers.

6. **Delivery Timeline:** The items will be delivered before **Ramadan 2022**. penalty might apply when delivery time is missed. If you are unable to provide the full quantity, please specify the quantity you can provide.
7. **Delivery Location:**
 - Beirut Area (Two Batches); exact location will be determined in the contract. No additional costs related to transporting, loading, and unloading the parcels should be charged to MAP; Bidders must take this issue in consideration when submitting offers.
 - Tyr Area (One Batch); exact location will be determined in the contract. No additional costs related to transporting, loading, and unloading the parcels should be charged to MAP; Bidders must take this issue in consideration when submitting offers.
8. MAP will not be responsible for any damage or loss to the products before signing the relevant delivery note.
9. **Packaging:** items should be packaged in boxes. Details related to the content of the boxes will be provided by MAP. *No additional charges related to packaging should be charged to MAP.*
10. **Order nature:** this offer is requested as an emergency response; the final items quantities will be adjusted in according to the prices.
11. **Brand and country of origin:** Please specify the brand name and the country of origin. Offers that doesn't specify brands and country of origin may not be considered. You can include multiple choices for each item.
12. **Availability:** the offered quantities should be available upon request within **one week** without any shortages, if full quantity is not available, please specify the available quantity (i.e, how many food parcels you can provide).
13. **Offer validity:** the offer should be valid for one month.
14. **Contracting period:** The winning bid will be contracted to provide food parcels as mentioned in points 6 and 7 of this document. Therefore, winning bidder should commit to the prices as per his offer and contract up to the end of **May 2022**.
15. Winner bidders should commit to providing the specified brands in the offer (later on in the contract) across the who contracting period.
16. **Credentials:** For your offer to be considered, you should provide it with (certificate of registration at the ministry of finance, passports or IDs of the shareholders).
17. **Decision Criteria:** best price for quality. For technical evaluation, you will be required to provide samples for some specified items.
18. At delivery time random checking on delivered products will be made and MAP holds the right to reject any products not meeting the quality standards, not in line with the offer provided and purchase order, or the item provided not identical to the approved sample provided.
19. Logo stickers will be provided to supplier to be placed on boxes.
20. **The products have a long shelf life (at least one year, when it is applicable) and meet international standards.**

For additional information or if you have queries, please contact Mr. Bilal Ghuneim on the phone numbers 01/850602 or 01/850603 or 70/253604.

Please, note that the quote should fully detail all components and characteristics listed above.

Please address your quote to Medical Aid for Palestinians

If not interested in providing a quote, please notify us by e-mail.

We thank you for your time.