

Date:  
To:  
Tel:  
Email:



MEDICAL AID FOR PALESTINIANS

Jnah, Adnan El Hakim Street, Al Salam  
building, 2<sup>nd</sup> floor, Beirut – Lebanon  
Tel: +961 1850602, +961 1850603  
Website: www.map.org.uk

Dear Sirs,

We are pleased to inform you that our association is interested in purchasing your products.

You are invited to quote on supplying MAP with the products specified below. The requested items are **312 food parcels with possible increase in quantity based on the priced offers.**

No.	Description	Unit	Quantity per one parcel	Country of origin	Brand	Expiry date	Comments (e.g., Packing grams) *	Unit Price in \$**	Total Price per Parcel in \$**	VAT***
1	Bulgur brown rough- برغل اسمر خشن	Bag of 900gr to 1kg	4							
2	Egyptian Rice - رز مصري	Bag of 900gr to 1kg	5							
3	White sugar - سكر ابيض	Bag of 900gr to 1kg	3							
4	Red lentils split - عدس احمر مجروش	Bag of 900gr to 1kg	5							
5	Lentils Brown - عدس بني حب	Bag of 900gr to 1kg	5							
6	Chickpeas dried - حمص حب مجفف	Bag of 900gr to 1kg	3							
7	Beans dried - فول حب مجفف	Bag of 900gr to 1kg	3							
8	White beans dried فاصوليا حب ابيض مجفف (حبة وسط)	Bag of 900gr to 1kg	4							
9	Sunflower oil - زيت دوار الشمس	4.5-5 Liter gallon	1							
10	Tomato paste - رب البندورة معلبة	400g can	2							
11	Green peas (canned) - بزيلا خضراء معلبة	800g -1 kg can	4							
12	Spaghetti pasta - معكرونة سباغيتي	500g pack/bag	5							

13	Jam Strawberry - مربى الفراولة (معلبة)	800g-1Kg Tin can	1						
14	Tea - شاي	Box of 100	2						
15	Carton - كرنونة	Size to contain all the above items							
<b>Total</b>									
<b>Please specify the quantity of parcels you can provide</b>									

\* 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: 312 Food Parcels with possible increase in quantity based on the priced offers.**

**If the requested quantity (i.e. 312 parcel) is not available, please provide a quote for the number of kits you can provide.**

**1. Offer (Sealed & Stamped Envelope) should include:**

Annex A. Copies for registration of the company and Owners' IDs

Annex B. Financial proposal signed, and stamped (you can use the above table by filling and stamping it)

**2. 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 2<sup>nd</sup> floor.
- o MAP office in Beddawi Camp, Main Street (Jabal), Al Fadela Building, 2<sup>nd</sup> floor
- o MAP in Nahr El Bared, Train Street, Near Al Bayadr, Twasi Building, Ground floor
- o MAP office in Saida, Al Shohada Square, Al Dandashli Building, Facing Zero 3, 1<sup>st</sup> floor.

**And** by email to: [bilal.ghuneim@map-uk.org](mailto:bilal.ghuneim@map-uk.org)

Any offer emails sent to other emails or additional emails will be rejected.

**If you are submitting offers by hand to one of the addresses above, Please call us on 01-850602 before sending the offers to make sure there is someone available to receive them.**

3. **Deadline for Submitting Offers:** Thursday December 8, 2022, before 2:00PM.
4. **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.
5. **VAT** will be paid separately in Lebanese pounds according to the official rate, either by cheque banker in USD or LBP.
6. **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.
7. **Delivery Timeline:** The items will be delivered before **Mid-January 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.
8. **Delivery Location:**
  - **Begaa/Baalbek Areas;** 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.
9. MAP will not be responsible for any damage or loss to the products before signing the relevant delivery note.
10. **Packaging:** items should be packaged in boxes; each box includes different items. Details related to the content of the boxes will be provided by MAP. *No additional charges related to packaging should be charged to MAP.*
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 7 and 8 of this document. Therefore, winning bidder should commit to the prices as per his offer and contract up to the end of **January 2023**.

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.