



Organization	Concern Worldwide (CW) Lebanon
Services	Trucks and Labor services
Location	Lebanon
Duration	4 Months
Starting Date	September 1, 2024

Context

Concern Worldwide (CW) is an international NGO working in Lebanon since 2013 with its headquarters in Dublin, Ireland. Concern Worldwide – Lebanon (registration number: 3408216) is the branch of the organization in Lebanon which implements its humanitarian Programme funded by multiple donors in north Lebanon and Akkar with emergency relief support to South Lebanon due to the ongoing developments south of the country.

Objective

To secure a Service Level Agreement for truck & Labor services (including loading and unloading services). To meet our needs, Concern Worldwide may enter into multiple SLAs with several service providers.

Duration of the services

Starting from September 1, 2024 till December 31, 2024

Method of payment

Invoices will be paid monthly and will be paid within 30 days from date of submission of invoices and service completion report.

Expected Outcomes

The service provider must be able to provide truck for distribution trips and daily Labour that adheres to the following

Truck Specifications:

- a. Minimum Cargo Size: Minimum 2.5m height, Minimum 4m Length, 2m Width
- b. Cargo Capacity: Minimum 6 Tons
- c. Model Year: Minimum 2000
- d. Wheels: 6 Wheels Minimum
- e. Cargo Type: Closed/Weather Resistant (Water & Dust Resistant)
- f. Safe Brake System
- g. Trucks provided must be registered
- h. Safety equipment (Fire extinguisher, first aid kit.....)

- i. Cargo Insurance during transit from Concern Worldwide Warehouse to the distribution sites/destinations.
- A. All daily workers must be above the age of 18 preferably from the area of loading and unloading
- B. All Truck Drivers must be above the age of 18 with a thorough knowledge of the implementation area, and physically fit for driving.
- C. Minimum Wage respected
- D. Reference Check conducted by Concern Worldwide (at least 2 references)
- E. Technical assessment for all trucks included in the Bids by the technical committee

Technical Specifications:

- Rental of trucks to transport distribution items from UNHCR Warehouse in Minieh to distribution locations in North Lebanon
- Concern Worldwide will be receiving items from the donor. The service provider is required to have workers present at Concern Worldwide warehouse during the items reception to facilitate the unloading process of the items from the donor's truck to Concern Worldwide warehouse. Number of workers will be specified by Concern Worldwide. Trucks will not be required at this stage
- The service provider is responsible for loading the distributions items from Concern Worldwide warehouse onto its trucks. Concern Worldwide Warehouse Officer and Warehouse Keepers will supervise the loading process
- Concern Worldwide anticipates needing between 1 and 3 trucks per day, depending on the distribution schedule and volume of items
- During peak periods, such as emergency distributions, the number of trucks required may reach up to 10 Trucks daily. The service provider should be prepared to accommodate increased demand
- The exact number of trucks required will be communicated in advance based on operational needs.
- The trucks are required to proceed to the specific locations requested by Concern Worldwide
- The service provider is responsible for ensuring the safe delivery of the distribution items, maintaining their quantity and condition throughout the transportation
- If there are any items remaining after the distribution, the truck must return them to Concern Worldwide warehouse
- If new workers/truck drivers are to be employed during the contract period, the service provider must notify Concern Worldwide, provide the IDs and driving license for truck drivers. Concern has the right to reject any daily worker or truck driver

- The truck driver and daily worker are contracted by the service provider and are not employees of Concern Worldwide. Concern Worldwide will pay the monthly payment to the service provider who will be reimburse their workers and drivers.
- The service provider is responsible for all maintenance, fuel, truck driver cost, daily worker cost, compensation in case of emergency, damages or accident incurred by and/or the daily workers or truck driver
- Concern worldwide will not be liable for any compensation in case of emergency, injuries/death of the Truck Driver/Labors, damages or accident incurred by and/or the daily workers or truck driver