**Terms of Reference for supplier to conduct**

**Cholera Disinfection Items**

**Oxfam Lebanon Programme**

**Background:**

**Oxfam** is a global movement of people, working together to end the injustice of poverty. Oxfam has been working in Lebanon since 1993. We provide humanitarian assistance to vulnerable people affected by conflict, and we promote economic justice and good governance, and women’s rights. Oxfam also works with local partners to contribute to the protection and empowerment of marginalized women and men.

In responding to the Syrian Refugee Crisis, Oxfam addresses the emergency water needs through WaSH service provision to populations residing in informal settlements; and to those of the Lebanese host communities through efforts to improve water infrastructure and management systems.

Oxfam’s response includes water trucking services, water tank distributions, and water quality monitoring; provision of family latrines with gender-sensitive considerations and for persons with special needs, construction of grey water systems, and latrine desludging services; in addition to raising awareness around public health issues in local partners.

**Objective:**

***Oxfam is seeking a supplier to provide lime bags, plastic bottles 1L, buckets 10 L and heavy-duty gloves and to deliver them to Zahle office.***

**Content of Works:**

* The supplier is requested to share sample of each item (by sharing photos clearly presenting the spec) for Oxfam’s technical team.
* The period of delivery is in 28-29 November at the latest.
* The supplier will be responsible on the delivery process to Oxfam warehouse in Zahle.
* The supplier will abide to the provision based on the agreed sample.
* Oxfam has the right to increase or decrease quantities at the same unit cost.
* Oxfam will check the expiry date of the items and has the right to request replacing the items with short expiry date (less than 6 months).

**Requested items:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **#** | **Item** | **Recommendation** | **Unit** | **Quantity** |
| 2 | Lime Bag (22.68 KG) | High Calcium hydrated lime | Bag | 10 |
| 3 | Plastic Bottle (1 L) | Durable construction | Bottle | 100 |
| 4 | Bucket (10 L with calibration lines) | Durable plastic with handle and pouring spout.10 L volume. To be used to prepare the 2% chlorine solution | Pce | 2 |
| 5 | Heavy Duty Gloves | Chemical Resistant Gloves, Reusable Heavy-Duty Safety Work Gloves | Pair | 2 |

**The supplier must:**

Ensure that the supplied items are brand new **not renewed**, and that applies to all the supplied items. Preference is given to the items that have proven technical quality and efficiency during the operation.

**Pricing / Required Details**

The prices must be presented according to the following titles:

1. All tenderers must be qualified technically and financially to be able to submit their offers
2. The unit prices and rates must be presented in US dollars for each of the offer items.

**Selection criteria for administrative compliance:**

This part concerns the information given in the supplier questionnaire, each Bidding parties can also include any other document he wishes, to assist us in judging their suitability according to the below criteria:

* Quality of the sample
* Copies of Institution registration certificate and VAT registration certificate (if available) apply for companies only not individuals.

**Coordination and Supervision**

The procurement will be supervised by Oxfam’s log team.

**Questions / Request for clarification**

Any requests for clarification may be submitted by email to [ekhoury@oxfam.org.uk](mailto:ekhoury@oxfam.org.uk) ccing [SHeneskehian@oxfam.org.uk](mailto:SHeneskehian@oxfam.org.uk)

**Timeframe and Payment**

100% payment after providing the kits of the requested quantity and submitting the financial documents. Oxfam will pay based on the signed GRN and the submitted invoice.