



Terms of Reference

Seeking a Contractor for Water Tank Cleaning Services

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.

Purpose and objectives

Oxfam seeks a qualified contractor to clean and disinfect water tanks in specified shelters, ensuring that these tanks meet high standards of hygiene and safety to protect public health.

Scope of work

- Draining the tanks and safely disposing of any debris.
- Scrubbing all interior surfaces to remove contaminants, sediment, and any biofilm buildup.
- Disinfecting the tanks using approved and safe cleaning agents.
- For plastic tanks, a mild chlorine solution works well. Mix 1 tablespoon of bleach per gallon of water, ensuring it is diluted enough for safe use in a plastic container.
- For Concrete Tanks, prepare a bleach solution (1 part bleach to 4 parts water) or a diluted chlorine solution.
- For extra disinfection, consider using a mild bleach (sodium hypochlorite) solution and scrub again.
- Rinsing tanks thoroughly to remove any residual cleaning agents.
- The supplier should have the capacity to work in more than one site at the same time.
- The supplier will be responsible to any damage that may occur during activity.
- The Contractor's relationship will directly be with OXFAM staff.
- The contractor shall execute all work required in the presence of OXFAM staff. Oxfam Response Team or his representative is responsible to monitor and confirm the work.
- Ensure safety and security/prevention to avoid any accident while conducting the activity.
- Oxfam has the right to select schools based on priorities.
- Oxfam has the right to increase or decrease the quantity, and select schools based on priorities.

School ID/Name	Location of School	Number of Tanks	Size
Baasir Mixed Intermediate Public School	Baasir	2	Plastic 2000 Liters
		1	Concrete 4000 Liters
Al-Maqasid School (in Baasir)-now named	Baasir	4	Plastic 2000 Liters
		1	Concrete 16000 Liters

Barja mixed public school	Barja	2	Plastic 1000 Liters
		1	Plastic 2000 Liters
		1	Concrete 14000 Liters
Barja Intermediate Public School for Girls	Barja	2	Plastic 3000 Liters
		3	Plastic 2000 Liters
		1	Plastic 1000 Liters
Barja Al-Dimas Mixed Intermediate Public School	Barja	7	Plastic 2000 Liters
		4	Steel 2000 Liters
Popular Rescue (Barja)	Barja	1	Concrete 40000 Liters
Martyr Rafik hariri clinic	Barja	2	Plastic 2000 Liters
		1	Plastic 1000 Liters
معهد المفتي الدكتور محمد علي الجوزو	Barja	2	Plastic 1000 Liters
		1	Concrete 40000 Liters
Barja Secondary Public School	Barja	11	Plastic 2000 Liters
Ketermaya Mixed Intermediate Public School	ketrmaya	3	Plastic 5000 Liters
Munira Abou Merhi El Bulbul Secondary Public School (Ketermaya)	ketrmaya	2	Plastic 5000 Liters
Technical school of the martyr Rafik Hariri - Ketermaya	ketrmaya	1	Plastic 6000 Liters
مركز دار الايتام	Ketrmaya	3	Plastic 5000 Liters
		1	Plastic 5000 Liters
		1	1 Plastic 1000 Liters
Seblin Mixed Intermediate Public School	Siblin	4	Plastic 4000 Liters
		2	Plastic 2000 Liters
Daoud El Ali school	Siblin	5	Plastic 2000 Liters
Ahmad Bolbol public school	Dalhoun	1	Concrete 12000 Liters
		6	Plastic 2000 Liters
Mazboud Public school	Mazboud	1	Concrete 12000 Litres
		2	Plastic 2000 Liters
		1	Plastic 400 Liters
Silver star	Mazboud	3	Plastic 2000 Liters
		1	Plastic 1 000 Liters
		1	concrete 20,000 Liters
Chehim Second Public School- French section	Chehim	13	Plastic 2000 Liters
Professional grease-مهنية شحيم	Chehim	2	Plastic 3000 Liters
		2	Plastic 1000 Litres
Al-Ataa Model Secondary School	Chehim	3	Plastic 2000 Liters
		3	Steel 1000 Liters
Daraya Mixed Intermediate Public School	Daraya	1	Concrete 12000 Liters
		1	Plastic 1000 Liters
		4	Plastic 2000 Liters
مطعم جدودنا (نهر الحمام) داريا	Daraya	3	Plastic 2000 Liters



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ذو النورين-داريا	Daraya	13	Plastic 2000 Liters
		7	Plastic 1000 Liters
		2	Concrete 8000 Liters
Aanout Mixed Intermediate Public School (Intermediate & Secondary in the same building)	Aanout	9	Plastic 2000 Liters
Al Maghiriya Mixed Intermediate	Mghayrieh	4	Plastic 3000Litres
		2	Plastic 2000 Liters
		1	Steel 4000 Liters
Al Zaarourieh Mixed Intermediate Public School+Al Zaarourieh secondary public school	Zaarourieh	6	Plastic 2000Litres
		1	Plastic 1000 Liters
Boys Club in Zaarourieh	Zaarourieh	5	Plastic 2000 Liters
التعاونية الزراعية (البرجين)-Agricultural Cooperative	Bourjein	2	Plastic 2000 Liters
استراحة هلال سليم Hilal Salim Rest House	Bourjein	2	Plastic 2000 Liters
Al Bourjein intermediate public school	Bourjein	3	Plastic 2000 Liters

Type of tank	Number	Size Liter	Unit Price \$	Total Price \$
steel	4	2000L		
steel	3	1000L		
steel	1	4000L		
plastic	1	400L		
plastic	19	1000L		
plastic	113	2000L		
plastic	8	3000L		
plastic	4	4000L		
plastic	9	5000L		
plastic	1	6000L		
concrete	1	4000L		
concrete	2	8000L		
concrete	3	12000L		
concrete	1	14000L		
concrete	1	16000L		
concrete	1	20000L		
concrete	2	40000L		
Total				

Requested Documents

- Company registration documents
- Copy of the ID of the representative/owner of the company.
- Ministry of Finance registration certificate, if not applicable, it is subject to 8.5% deduction due to tax fees.
- VAT Certification if applicable.
- Company profile
- List of similar projects in previous years.
- At least two references for similar work
- Supplier to provide list of staff and team.
- Supplier to provide list of equipment.

Date of completion:

5 to 10 days after contract signing. Direct award and proceeding in signing a framework agreement.

Questions / Request for clarification

Any requests for clarification may be submitted by email to lebresponseprocurement@oxfam.org.uk

Timeframe and Payment

100% payment within 2 weeks after finishing the requested works and submitting the financial documents.

Please submit all documents as mentioned above to lebresponseprocurement@oxfam.org.uk by **Monday 18th November, 2024 midnight** mentioning “**Water Tank Cleaning Services**” in the subject line.