

# TERMS OF REFERENCE AND TECHNICAL SPECIFICATIONS

## I. General information

<b>Project name:</b>	Supporting progress in key areas of public administration reform in Lebanon
<b>Donor:</b>	European Union
<b>Implementing agency:</b>	Expertise France
<b>Beneficiaries:</b>	Civil Service Board, Public Procurement Authority, Court of Audit, Central Inspection Board, and the National Anti-Corruption Commission
<b>Duration of the assignment:</b>	1 months
<b>Assignment name:</b>	Procuring security equipment
<b>Assignment location:</b>	Beirut, Lebanon
<b>Contact person:</b>	rayan.merheb@expertisefrance.fr

## II. Context and justification of the need

Expertise France (EF) is a public agency created on the 1st of January 2015, and it has joined AFD Group as of January 1, 2022. EF offers program engineering and technical assistance by developing and implementing international cooperation actions worldwide. Expertise France is the French public agency for international technical assistance.

**Project:** Supporting progress in key areas of public administration reform in Lebanon

Since 2019, Lebanon has been facing one of the worst economic crises globally since the mid-nineteenth century according to the World Bank, with 2 major events intensifying its impact, the COVID-19 pandemic and the Beirut port explosion in 2020. As the financial and economic situation unfolds, the downfall can be seen in all of the country's aspects, from the availability of state services to the functioning of public administrations. Understanding the extent of this downfall requires an overview of several key facts that could represent Lebanon's new reality.

Lebanon has also been facing political and economic crises for several years. The country has a complex political system that is based on power-sharing arrangements among its religious sects. However, this system has led to political gridlock, corruption, and a lack of accountability, which has resulted in a deteriorating economic situation and social unrest. The political deadlock in Lebanon refers to the ongoing inability of the country's political leaders to form a functioning government. This deadlock has been repetitive and has always persisted for multiple months and sometimes years.

The country's worsening context has severe consequences on all sectors, with Lebanese public administrations being the most affected due to the reduction of available public funds. This has affected the core of public services and the basic functioning of administrations.

### Needs justification

Due to the financial crisis, almost all Lebanese governmental entities have suffered from budget cuts that affected negatively on their IT infrastructure and IT systems spending. The complications have multiplied with the financial crisis and political gridlock in the country, leaving most public administrations in dire need of support.

## III. Objectives and desired results

### 1) General objective

The objective of the assignment is procuring a comprehensive Closed-Circuit Television (CCTV) system that enhances security and surveillance capabilities within CIB. The CCTV system is intended to complement the robust monitoring, recording, and analysis of activities across designated areas, thereby promoting safety, deterring criminal activities, and facilitating incident response.

### 2) Specific objectives

- a. **Improved Situational Awareness:** Enhance situational awareness for personnel by providing real-time monitoring and recording of activities in critical locations.
- b. **Integration with Existing Systems:** Seamlessly integrate the existing CCTV system with existing security infrastructure, including access control systems, alarms, and NVR.
- c. **License Plate Recognition (LPR):** Implement LPR technology to automatically detect and record license plate numbers of vehicles entering or exiting the CIB underground and on ground parking facilities, aiding in the identification, and tracking of vehicles involved in possible security incidents.

### 3) Anticipated results

Delivery and installation of the required needed CCTV and LPR by June 28<sup>th</sup>, 2024

## IV. Deliverables

### 1) Requirements

CIB requires 6 additional cameras to be installed at their premise.

#### Camera Specifications and Deployment sites

- 6 High resolution IP Cameras of 2 Mega pixel or higher, POE, Ethernet 10/100/1000Base, ONVIF profile, H.265+, H.264 MP(Main), HP(High), BP(Baseline) profile, M-JPEG as follows:
  - 1 Outdoor camera supporting ANPR in the parking lot with proper cabling.
  - 5 Indoor
    - 4 of these cameras with proper cabling, 1 of them should support ANPR and will be installed in the underground car park.
    - 1 in the server room requiring setup and connection.
  - Day/Night vision capabilities for surveillance in all lighting conditions.
  - Weatherproof and vandal-resistant housing for outdoor cameras.
  - Wide dynamic range (WDR) to handle challenging lighting conditions.

#### **License Plate recognition (LPR) Specifications**

- Accurate and fast recognition of the Republic of Lebanon standard license plate numbers.
- Wide coverage and long-range recognition capabilities.
- Integration with existing CCTV system for unified management and monitoring.
- An extensive management console empowering CIB authorized personnel to effortlessly search for any plate number, and generate tailor-made reports for security objectives, spanning daily, weekly, monthly, and yearly formats, available in multiple file types such as PDF, Excel, and CSV
  - Support automated reports generated by the system and sent by email.
  - Tailored notifications such as recognizing a specific license plate number , detecting a vehicle associated with a security alert or watchlist, time-based triggers (e.g., notifications during certain hours of the day), and threshold triggers (e.g., exceeding a certain number of vehicle entries) and disseminating them through diverse channels such as SMS , email and automated phone calling support.

#### **Network and Connectivity**

- Ethernet connectivity for reliable data transmission.
- Integration with existing network infrastructure.
- Bandwidth optimization features to minimize network congestion.

#### **Installation and deployment**

- Professional installation services by certified technicians.
- Flexible mounting options for cameras to cover key areas.
- Seamless integration with existing security infrastructure.

#### **Training and Support**

- Comprehensive training for CIB IT Staff on the deployed solution.
- First year maintenance and support must be FOC for all the solution components
- 2 years technical support and maintenance services.
- Access to software updates and patches.

## **2) Existing NVR Specifications**

CIB has the following NVR already installed at their premises thus any proposal should be 100% compatible with it for immediate integration.

- Brand: Hikvision

Device Name	Network Video Recorder
Device No.	255
Model	DS-7616NI-K2 / 16P
Serial No.	DS-7616NI-K2 / 16P16201
Firmware Version	V3.4.105 build 190329
Encoding Version	V5.0 build 180903
Web Version	V4.0.1 build 181226
Plugin Version	V3.0.6.27
Number of Channels	16
Number of HDDs	2
Number of Alarm Input	4
Number of Alarm Output	1

### 3) Site Visit

Interested service providers will be invited to participate in a site visit as part of this Terms of Reference (TOR) at CIB premises. The site visit shall be scheduled to provide potential service providers with an in-depth understanding of the existing infrastructure, physical layout, and environmental conditions of the proposed CCTV cameras. This on-site experience will enable service providers to assess the current facilities, evaluate spatial considerations, and gain insights. The visit schedule shall be between 11<sup>th</sup> and the 15<sup>th</sup> of May 2024. Specific date/time will be communicated by email, 1 week ahead.

Service providers are requested to confirm their attendance by email 2 days in advance. Detailed information regarding the agenda will be communicated upon confirmation of participation.

We are unable to organize any additional/alternative site visits thus potential service providers are kindly requested to plan themselves accordingly.

### 4) LPR Showcasing

As part of our selection process, the suggested LPR systems might be subject to vetting by the evaluation committee thus service providers will be asked to facilitate visits to existing customers having installed the same solution. A possible alternative is to showcase through a live demo, at CIB premise, the suggested solution.

### 5) Evaluation Criteria

The best value for money is established by weighing technical quality against price on a **60/40** basis. The quality of each technical and financial offer will be evaluated in accordance with the following award criteria and the weighting:

CRITERIA	WEIGHTS
Quality	60
Compliance with stated requirements and specifications.	(20)

## TERMS OF REFERENCE / SPECIFICATIONS

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Vendor qualifications and experience in deploying similar CCTV/LPR systems.	(30)
Technical capabilities and reliability of the proposed solution.	(10)
<b>Price (including TCO)</b>	<b>40</b>

Proposals will be appraised and given a score up to 100 points according to these criteria.

**NB:**

- Only proposals with scores of at least 45 points on technical evaluation qualify for the financial evaluation.
- No other award criteria will be used. The award criteria will be examined in accordance with the requirements indicated in the Terms of Reference.

### 6) Confidentiality

The entire evaluation procedure is confidential, subject to Expertise France's legislation on access to documents. The Evaluation Committee's decisions are collective, and its deliberations are held in closed session. The members of the Evaluation Committee are bound to secrecy. The evaluation reports and written records are for official use only and may be communicated neither to the tenderers nor to any party other than Expertise France.

## V. Place, duration, and terms of performance.

- 1) Onsite at [Central Inspection Board](#)
- 2) Start date: 17/06/2024
- 3) Delivery date: 28/06/2024

## VI. Required expertise and profile.

1. The service provider must be a Lebanese registered company with at least of 5 years of proven experience in delivering similar CCTV systems.
2. The provided LPR must be able to detect without any fault the Government of Lebanon car license plates.
3. Previous experience in working with local public administrations and CIB in specific is highly desirable.

## VII. How to apply

The proposal should include:

- LPR system priced independently.
- Technical proposal (in MS Word format) that answers the requirements.
- Unpriced BOQ filled in MS Excel format.

## TERMS OF REFERENCE / SPECIFICATIONS

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- Commercial proposal with a filled priced BOQ in MS Excel format.
- 2 years maintenance and support contract proposal.

Please send your proposal by email to the following address:

[Lebanon.procurement@expertisefrance.fr](mailto:Lebanon.procurement@expertisefrance.fr)

### **Submission deadline**

All proposals must be submitted no later than 17<sup>th</sup> of June 2024, 5 PM.