

Maritime – Workshop Contracting.

Renovation

Lebanon

CONTEXT

The European Institute for Cooperation and Development (IECD) is a French non-governmental organization (NGO) founded in 1988 and operating in the field of social and economic development in partnership with local institutions. IECD's main sectors of action are vocational training and professional integration, assistance to micro and small enterprises, and access to education for the most vulnerable. IECD has been operating in Lebanon since 1989 and opened a regional office in Beirut in 2007.

Semeurs d'Avenir (SDA), association created in 2010, is the operational partner of the IECD. As part of its partnership with IECD, SDA implements projects in the fields of entrepreneurship, education, training, and professional integration.

In the process of our development and creating opportunities for the youth to have a decent job and decent life. We have successfully built a relationship with International Maritime Academy which is willing to train our graduates who have an interest in the maritime industry and seek jobs for them with many local and international companies similar to but not limited to CMA CGM.

Therefore, as part of the development, we will be renovating the workshop they will be using as part of the collaboration between us to enhance the TP and guarantee the success of the training.

Scope of work for the contractor

- The workshop is located in the Parking area in the Maritime Academy Jounieh.
- A detailed BOQ is shared with the TOR.
- A detailed as-built and design CAD drawing is shared with the TOR.
- The contractor price should include the insurance, transportation, equipment, etc. to deliver the project on time, and as per the standards, and satisfaction of the engineer.

Continuous communication must be maintained between the IECD team and the Contractor.

All types of insurance are to be included in the scope and price.

All type of equipment needed for the execution of the works is the bidders' responsibility.

A site visit will be scheduled at a later stage to help the contractor price the project.

DELIVERABLES

IECD anticipates that the contractor selected will provide and finalize services within one month starting the contract signature.

Profile

The bidder should have:

- The project will be awarded to the bidder who meets the following criteria:
- Proven experience in similar projects/missions/objectives.
- Capability of delivering the project on time.
- Demonstrate a strong work ethic and professional integrity.

Good communication must be maintained between the Semeurs d'Avenir (SDA) team and the bidder.

How to Apply

Interested bidders are invited to submit their proposal in English based on the TOR, the proposal should include:

Technical Proposal:

- Curriculum Vitae (including CVs/portfolio).
- Company profile
- List of previous projects and clients
- Provide reference letter(s) from clients for similar projects
- The technical offer which includes the implementation period and methodology
- Certificate of business registration, certificate of incorporation, business license (Commercial circular & Commercial Register)
- ID of authorized Signatory
- Certified copy of tax registration (MOF and VAT document if available)

Financial Proposal:

- A detailed financial offer as per RFQ that includes all fees or expenditures in a table, the financial offer should include the payment methods and all the needed information for payments. The financial offer should clearly describe the disaggregation of the deliverables.

PAYMENT TERMS

Payment schedule to be defined at the contract stage based on mutual agreement between consultant and SDA.

Payment will be made within 15 working days after submitting the invoice.

In case the supplier is not registered with the Ministry of Finance, a deduction of 8.5 % should always be considered.

The supplier is to select one of the below payment modalities and mention it in the RFP:

- **Payment through bank transfer to Bank Audi account**, if the supplier has a Bank Audi account. This modality imposes zero transfer charges.
- **Payment through Bank transfer to a bank other than Audi** if the supplier doesn't have an Audi Account. The supplier must bear the charges fees.
- **Payment through OMT**: Supplier to bear the fees imposed by OMT. **The fee is 2.3% of the total amount of the invoice.**

EVALUATION CRITERIA

A technical evaluation will be conducted on all the bidders based on the above technical proposals submitted.

The weighted evaluation will be done as below:

- The Technical proposal grade: 70% of the total evaluation grade
- The Financial Proposal: 30% of the total evaluation grade

The technical evaluation grading will be based on the below:

Qualifications	Scale
CV – Portfolio	15%
Technical proposal: Methodology, Approach, timeline	45%
Professional Experience and previous work	25%
Availability	15%

OTHER INFORMATION

Job Location: Maritime Academy / [33.9818228418797, 35.61409927796915](https://www.google.com/maps/place/33.9818228418797,+35.61409927796915)

Contract Type: Service Provider.

Annex A

Attached to the TOR.