



## Terms of Reference

### Contractor for WASH facility maintenance

#### Oxfam in 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.

*Under the response to COVID-19, Oxfam is hiring a contractor to conduct maintenance works in one School in Al Mina area in Tripoli.*

#### Operational objective:

##### Content of Works:

- The period of execution of the works in the location shall be up to 5 calendar days from date of handover.
- The Site Engineer may amend what they deem "technically" suitable for the project and after taking the approval of Oxfam, and the Contractor must abide completely with what was required by the supervising committee.
- The Contractor's relationship will directly be with OXFAM staff OXFAM will inform the contractor on the date of starting the construction one week ahead.
- The contractor shall execute all works required in the presence of the site Engineer or his representative considering that the supervision committee has the right to require re-implementation in case of violation of the agreed specifications.
- An Oxfam staff or a representative will be responsible to monitor and confirm the work.
- The contractor should have the capacity to complete the works in one site within three days.
- Oxfam has the right to increase or decrease quantities at the same unit cost.

The Contractor must:

The contractor must visit work sites before submitting his technical offer and financial offer.

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.

DESCRIPTIONS	Unit	Quantity	Unit price	Total Cost
Supply and install bidet sprayer for toilet (including all fittings) stainless steel, flexible hose of length = 120cm (best quality, Italy brand or equivalent) توريد وتركيب بخاخ شطاف (بما في ذلك جميع التركيبات) وخرطوم بولي المرن بطول = 120 سم (أفضل جودة العلامة التجارية الإيطالية أو ما يعادلها)	Item	3		
Supply and install western Toilet seat (Lesico or other with same specification), Including siphon kit. Contractor should provide specification data sheet when submit the offer. و طقم سيفون (عدة صندوق) مقعد لاسيكو توريد وتركيب مرحاض غربي (او ما يعادلها)	Item	2		
Supply and install Automatic Push water tap chrome plated, European standard (Grohe or equivalent) توريد وتركيب حنفية دفع أوتوماتيكية مطلية بالكروم مواصفة اوروبية (او ما يعادلها Grohe)	Item	29		
Maintenance of wooden doors and frame of doors for latrine facilities, the works include, including painting, installing hinges, lock and handle صيانة الأبواب الخشبية وإطارات الأبواب للمراحيض ، وتشمل الأعمال الصيانة والدهان وتركيب المفصلات والقفل والمقبض.	Item	10		
Supply and paint the wall above the taps, one face, blue color. توريد و دهان الحائط فوق الصنابير ،وجه واحد ، لون أزرق	M <sup>2</sup>	20		
Cleaning washbasins and bathroom tiles with harmless materials تنظيف المغاسل و بلاط الحمامات بمواد غير مضره	Ls	1		

Selection criteria for administrative compliance:

Company Profile.

- At least two years of experience in the same domain (company name, contact name and phone number).
- Two references, should be longstanding customers of at least one year (company name, contact name and telephone number).
- Copies of Institution registration certificate and VAT registration certificate (if available) applicable for companies only not individuals.

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 Fresh US dollars for each of the offer items.

Coordination and Supervision

The activity will be supervised by Oxfam's team. Oxfam may assign additional staff during the implementation of activity.

Questions / Request for clarification

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

Timeframe and Payment

100% payment after completing the works and submitting the financial documents.