



Terms of Reference for supplier to conduct Latrine construction Oxfam Lebanon Programme

Background:

Oxfam is an organisation that works to address the causes of poverty through campaigning and responding to the needs of the poor. In Lebanon, Oxfam works in both development and humanitarian contexts, focusing particularly on Water, Sanitation and Hygiene (WaSH), Protection and Emergency Food Security and Livelihoods. 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 and local authorities through efforts to improve water infrastructure and management systems. Under WASH program, Oxfam has been responding to the Syrian Crisis since 2013, operating via integrated projects in the informal tented settlement across 2 municipalities in the Bekaa. Oxfam's response includes water trucking services, water tank distributions, and water quality monitoring; provision of communal family latrines with gender-sensitive considerations and for persons with special needs, installation of soakaway pits, and latrine desludging services; and provision of public health session.

Project Objective:

the project aims to construct latrines facilities for the Syrian Refugees in the informal tented settlements located in North Bekaa (Aaynata Elarez-Deir Al Ahmar-Btedaai-Chlifa-Jebaa-Haouche Barada- Haouche Tall Safeyi-Talia) during 2024-2025. We may work on other districts near what mentioned districts.

Objective of the Assignment:

- Estimated quantity of latrines is 101 Normal Latrine and 5 for people with disability (PWD). This quantity may increase or decrease based on the number of latrines needed.
- Oxfam has the right to request one latrine if needed.
- The period of execution the works of 5 normal latrine or 2 PWD in shall up to 2 calendar days from date of handover the latrine sites and the contractor should have the capacity to work in more than one site.
- The contractor should prepare and keep at least steel structures and all items needed to install 5 latrines in his warehouse for urgent needs.
- The contractor should prepare and submit technical and financial offer for the works with details of the execution plan, detailed Bills of Quantities and execution schedule.
- The contractor will be responsible to provide transportation for his worker to the sites all the days, taking into account restrictions on movements.
- The contractor must visit work sites before submitting his technical offer and he must match the technical offer with the actual status for the execution and construction process.
- The tender items are not dividable.



- The Site Engineer may amend what he deems "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 and not with the refugees. OXFAM will inform the contractor on the date of starting the construction before one week. construction plan will be prepared and shared with contractor. OXFAM staff or his representative will onsite during the construction.
- The contractor shall execute all work 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 specifications agreed in the technical Book of Conditions or the instructions of the supervising committee or which have been executed in the absence of Oxfam supervisors without informing the Supervisor of the time of executing the works.
- Oxfam WASH Team or his representative is responsible to monitor and confirm the work.
- All latrines should be as per drawing and BoQ.
- The contractor should have the capacity to work in more than one area in the same time if needed.
- The contractor should have the capacity to handover 5 normal latrines or 2 PWD within 2 calendar days.
- The contractor should have the capacity to excavate in different type of soil (muddy or rocky) and comply to secure the needed heavy machine based on the execution requirement.
- Ensure safety and security/prevention to avoid any accident while distributing.
- Oxfam has the right to increase or decrease quantities at the same unit cost.
- Contractor will prepare a sample and Oxfam to approve it before preparing all the latrines.

The Contractor 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.

Latrines:

- The contractor is committed to all the engineering designs and drawings attached with these Technical Conditions including the quantities and dimensions. The Contractor may not increase or decrease these quantities without the written consent of Oxfam.
- The latrines shall be installed in the specified places only and exclusively under the directives of the supervising team of Oxfam and conform to the requirements of the beneficiaries of these facilities, taking into account access to the latrines for the process of emptying the pit hole. Oxfam programme team will share the exact location and direction of the requested latrines.



Procedure of execution in the informal tented settlements will be shared with contractor after signing the contract.

Selection criteria for technical compliance, supplier to submit:

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:

- Company Profile.
- At least Three 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).
- Size of customer database - along with a list of your main customers including any Non-Governmental Organisations (NGOs) and U.N. agencies
- Copies of Institution registration certificate and VAT registration certificate (if available) apply for companies only not individuals.
- Data Sheet for the solar light with picture.

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.

Coordination and Supervision

The activity will be supervised by Oxfam's PHE 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, last day for question is on 6 January 2025, at 12 PM sharp.

Timeframe and Payment

100% payment after completing the activity of the requested quantity and submitting the financial documents. Oxfam will pay based on the executed work in comparison with the BoQ.

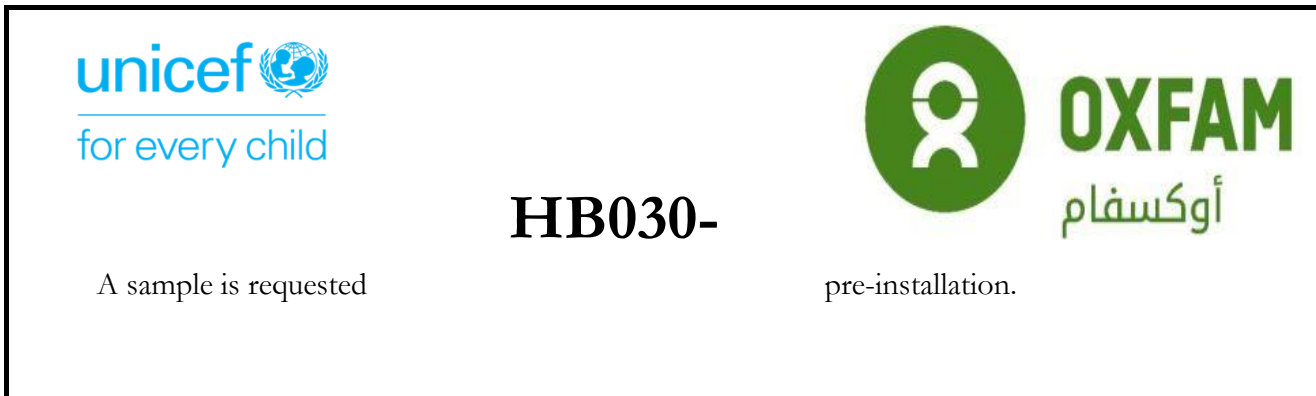
Submission details (email , subject & deadline)



Only complete application packages will be considered. Please submit the full technical & financial offer with supportive documents by Thursday January 9, 2025. to lebanonprocurement@oxfam.org.uk with "Latrine construction" in the subject line.

Technical Specifications for latrine metal plate

We are requesting an Aluminum metal plate include printed Oxfam latrine printed code shared by technical team, with Oxfam and donor logos for visibility. The plate shall be installed outside the latrine in backside and shall be fixed using rivets. Dimensions L=25*W=15 cm
Below is a sample of what requested:



Technical Specifications for Solar Lamp Kit

We are requesting a solar lamp kit to illuminate a 3 m² room. The lamp shall be installed inside the room while the panel shall be installed on the roof of this room. The room built of Steel sheets.





Below are the general requirements for the solar lamp kit:

- Small size (not used as a street light)
- Solar panel Installed on the roof, the lamp installed inside the room
- Rechargeable by a separate or built in solar panel
- 10-12 W LED lamp to be connected to one solar panel
- 6 hours of autonomy`
- Easy handling/installation by anyone (providing screws and bolts for installation)
- Datasheet of the Solar lamp kit is requested
- Preferable Water/dust/Shock-proof (IP65)
- On/Off switch available or light sensor
- Fit for use in humanitarian setting (in informal settlements)
- Temperature range -10°C - +50°C
- Warranty: 1 year

Submittals:

- Price per unit
- Datasheet for the solar kit
- Certificates (if available)
- Installation manual (if available)
- Warranty for 1 year
- Sample for trial