



Organization	Concern Worldwide (CW) Lebanon
Services	Trucks and Labor services
Location	Lebanon
Duration	4 months
Starting Date	September 1, 2024

Context

Concern Worldwide (CW) is an international NGO working in Lebanon since 2013 with its headquarters in Dublin, Ireland. Concern Worldwide – Lebanon (registration number: 3408216) is the branch of the organization in Lebanon which implements its humanitarian programme funded by multiple donors in north Lebanon and Akkar with emergency relief support to South Lebanon due to the ongoing developments south of the country.

Objective

To obtain a Service Level Agreement with a truck and labour service provider to provide trucks for distribution and warehouse labour services

Scope of work & Expectations

The main scope of the services is:

- To provide daily, truck services
- To provide daily labour services

In a more specific, but neither exclusive nor restrictive, manner the expectations are:

- To provide registered and fully legal trucks
- To provide daily warehouse (loading/unloading) labour authorised to work in Lebanon

Duration of the services

Starting from September 1, 2024, until 31 December 2024

Method of payment

Payments will be made monthly in accordance with a detailed breakdown as submitted through the proposal, and invoices / service completion report will be expected from the consultant prior to payment.

Expected Outcomes

The service provider must be able to provide truck for distribution trips and daily labour that adheres to the following

Truck Specifications:

- A. Minimum Cargo Size: Minimum 2.5m height, Minimum 4m Length, 2m Width
- B. Cargo Capacity: Minimum 6 Tons
- C. Model Year: Minimum 2000
- D. Wheels: 6 Wheels Minimum
- E. Cargo Type: Closed/Weather Resistant (Water & Dust Resistant)
- F. Safe Brake System
- G. All daily workers must be above the age of 18 and under the age of 50 years preferably from the area of loading and unloading
- H. All Truck Drivers must be above the ages of 18 and under the age of 60 years with a thorough knowledge of the implementation area
- I. Minimum Wage respected
- J. Reference Check conducted by Concern Worldwide (at least 2 references)
- K. Technical assessment for all trucks conducted by the technical committee member

Technical Specifications:

- Rental of trucks to transport distribution items from Concern Worldwide warehouse in Minieh to distribution locations in North Lebanon and other areas if needed
- Concern Worldwide will be receiving items from the donor. The service provider is required to have workers present at Concern Worldwide warehouse during the items reception to facilitate the unloading process of the items from the donor's truck to Concern Worldwide warehouse. Number of workers will be specified by Concern Worldwide. Trucks will not be required at this stage
- The service provider is responsible for loading the distributions items from Concern Worldwide warehouse onto its trucks. Concern Worldwide Warehouse Officer and Warehouse Keepers will supervise the loading process
- The trucks are required to proceed to the specific locations requested by Concern Worldwide
- The service provider is responsible for ensuring the safe delivery of the distribution items, maintaining their quantity and condition throughout the transportation
- If there are any items remaining after the distribution, the truck must returned them to Concern Worldwide warehouse
- If new workers/truck drivers are to be employed during the contract period, the service provider must notify Concern Worldwide, provide the IDs, Criminal records and driving license for truck driver. Concern has the right to reject any daily worker or truck driver

- The truck driver, daily worker are contracted by the service provider and are not employees of Concern Worldwide. Concern Worldwide will pay the monthly payment to the service provider who will be reimburse their workers and drivers.
- The service provider is responsible for all maintenance, fuel, truck driver cost, daily worker cost, compensation in case of emergency, damages or accident incurred by and/or the daily workers or truck driver
- Concern worldwide will not be liable for any compensation in case of emergency, damages or accident incurred by and/or the daily workers or truck driver

How to apply

Interested companies / applicants shall send their:

- 1- Company registration documents / ID
- 2- Truck/s ownership documents / authorization
- 3- Drivers licences (should reflect the relevant category)
- 4- Obligatory and third party insurance documents of trucks
- 5- Filled signed and stamped RFQ form (should reflect the tax)
- 6- Singed concern terms and conditions and whistle blowing attached documents

Send the above by email to: lebanon.procurement@concern.net

Or by hand Monday to Friday between 8.30 to 16.00 to Concern offices in:

- 1- Beirut 98 Charles Malek Avenue, Ashrafieh, ZEN Tower 3rd Floor
- 2- Tripoli Dam Farez , Behind Chamber of Commerce , Sana Center 3rd Floor