** TERMS OF REFERENCE**

**Title: Cow Compost Manure**

**Location:** Lebanon

**Project Title: Food for Akkar**

**Procurement Project to be submitted by:** *14 March 2024*

**Dead line related to the posting: 7 March 2024**

**Contact:** [procurement@fairtradelebanon.org](mailto:procurement@fairtradelebanon.org)

**SCOPE OF WORK**

1. **Summary**

Fair Trade Lebanon is looking for suppliers to provide Compost Manure to Owaynat- Akkar.

1. **Objective**

Reinforcing food security in Akkar through the improvement of the production capacities of farmers and a better access to food for vulnerable communities.

1. **Technical Specifications**

**Item:** Cow Compost Manure

**Description:** Cow based

**Unit:** Ton

**Quantity:** 32

**Specification:** Locally produced

1. **Requirements & conditions**

The service provider is required to deliver all items to Al-Owaynat-Akkar along with workers/helpers available to assist with loading and unloading products, as and whenever needed.

1. **Company qualification**

The company must have the following valid legal documents:

* Commercial Circular
* Fiscal Certificate of Incorporation at the Ministry of Finance
* VAT Certificate of Registration if applicable
* ID of company’s authorized representative(s)

1. **Evaluation**

* The quotation’s evaluation process will consider following with assigned weights:
* Financial ......................................... 50%
* Technical ........................................ 40%
* Reputation & Reference Check ...... 10%

1. **Payment Terms**

* The payments are subject to the availability of funds from the donor, and will be made upon the successful transfer of the due amount by the donor.
* Payments will be made only through bank transfer or bank cheques, within 15 business days of invoice receipt.
* The price will be paid in USD while the VAT will be paid in LBP based on the official exchange rate on the date of the invoice.

1. **How to apply**

* Detailed offer and all legal documents to be submitted via email to: procurement@fairtradelebanon.org
* Only selected candidates will be contacted