



TERMS OF REFERENCE

Title: kitchen electrical equipment

Location: Bekaa, Lebanon

Project Title: NOVO-CHASE

Procurement Activity to be submitted by: JULY 2024

Dead line related to the posting: 18 JULY 2024

Contact: procurement@fairtradelebanon.org

SCOPE OF WORK

1- Summary

FTL is looking for supplier to provide kitchen electrical equipment in Bekaa Majdel Anjar to support individual entrepreneurs and their small businesses.

2- Objective

The primary objective of the project is to provide small-scale support to entrepreneurs in the Bekaa region, aiming to maintain their business sustainability and enhance the resilience of vulnerable communities.

3- Items required and technical specifications

- Microwave 30 Liters.
Quantity: 1
- 1 Food processor, 1000 W, preferably DORSCH brand (not Chinese)
Quantity: 1
- 2 Four stroke gas with oven 60 or 80 cm color silver or white (Made in Turkey).
Quantity: 2
- meat Grinder machines stainless steel 1800WATT.
Quantity: 4
- Electrical blender hand blender stainless steel.
Quantity: 1
- Water dispenser.
Quantity: 1
- Home use electrical oven 2000 W 80 cm 2 trays.
Quantity: 1
- Electric fruit juicer with pot, suitable for carrot and apple juice.
Quantity: 1
- Small refrigerator the one used in the offices.
Quantity: 1
- Mixer, 1000 W, primarily for making tomato sauce.
Quantity: 1
- set of cooking pans.

- Quantity: 1
- set of cooking pots
Quantity: 1
- "Cake decorating turntable." It's a rotating stand that allows you to easily apply icing, frosting, and decorations to a cake by spinning the cake around smoothly.
Quantity: 1
- Gas cylinders, 10 kg and the standard round gas burner (one eye).
Quantity: 1
- Air curtain" or "air door." It is typically installed over entrances and creates a stream of high-velocity air that acts as an invisible barrier to prevent insects, dust, and other contaminants from entering while allowing unobstructed passage for people.
Quantity: 1

4- Requirements & conditions

The service provider is required to deliver all items to Majdel Anjar municipality hall next to the public garden along with workers/helpers available to assist with loading and unloading products, as and whenever needed.

5- 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)

6- Evaluation

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

7- Payment Terms

- Payments will be made only through bank transfer or bank cheques
- Payment will be made within 15 business days after last delivery and submission of final invoice.

8- How to apply

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