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MORALE Project co-funded by the Erasmus+ Program of the European Union

Capacity building for Curricula Modernization of Syrian and Lebanese
HEIs and Lifelong Learning Provision: Towards Sustainable NGOs
Management and Operation with Special Focus on Refugees
(MORALE)

598318-EPP-1-2018-1-LB-EPPKA2-CBHE-JP

Invitation to Tender

Equipment for Study Labs

June 2022

Co-funded by the
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of the European Union



<http://moraleproject.org/>



Dear Sir / Madam,

We kindly request you to submit your tender for the **supply of Equipment for study labs in four universities (Damascus University + Arab international University + International University for Science and Technology + Bilad Al Sham Higher University) in Syria**. This process is within the framework of Morale Project “**Capacity building for Curricula Modernization of Syrian and Lebanese HEIs and Lifelong Learning Provision: Towards Sustainable NGOs Management and Operation with Special Focus on Refugees**”, co-funded by the **ERASMUS+ Program of the European Union**.

When preparing your tender, please be guided by this invitation to tender.

Tenders should be submitted in English through the following means not later than **July 20, 2022 at 12 noon (Damascus Local time)**:

a) by email to riadraouf@hotmail.com, sulaimanmouselli@hotmail.com, chadiazmeh@hotmail.com, s_albarazi@yahoo.com, sherfawi@gmail.com, and achahine@bau.edu.lb, If you are submitting your tender by email, kindly ensure that they are signed and in the .pdf format. An acknowledgement of receipt will be sent to you accordingly.

b) delivered by hand in a sealed envelope: A receipt shall be obtained as a proof of submission, signed and dated by the receiving person at:

- Damascus University (Baramkeh – Telephone : 011 212 4855), Dean of Faculty of Economics.
- Arab International University (Ghabagheb Campus — Telephone : 015 6861384), Dean of Faculty of Business Administration.
- Bilad Al Sham Higher University (Damascus - Telephone : 011 2776653), MORALE coordinator
- International University of Science and Technology (Damascus Campus – Telephone: 011 6117152), MORALE coordinator

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The Offices are open from 8:00am to 3:30pm Sunday to Wednesday
excluding holidays.



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Part I - Project Presentation

1.1 About MORALE

Morale Project is a structural project co-funded by the ERASMUS+ program of the European Union. It aims at building the capacities of Syrian & Lebanese Higher Education Institutions (HEIs) to train a new generation of high skilled professionals in Non-Governmental Organizations (NGOs) management & operation to enhance the inclusion of refugees and the rebuilding of the South Mediterranean society. The project Specific Objectives are:

- To provide the NGO labor market sector with high skilled professionals trained to effectively manage & operate in NGO environments by means of modernizing Social & Behavioral Sciences related curricula and by offering lifelong learning courses targeting NGOs professionals at partner universities; and
- To raise the awareness on the key role of higher education in the provision of high level competences of the future NGOs professionals and strengthen inter-institutional cooperation among Higher education institutions, NGOs and governments through targeted networking actions.

1.2 Morale partners – Project Consortium

Lebanon

- ✧ Beirut Arab University (Project Coordinator)
- ✧ Modern University for Business and science
- ✧ Lebanese University

Syria

- ✧ Arab International University
- ✧ Damascus University
- ✧ International University of Science and Technology
- ✧ Bilad Al Sham Higher University
- ✧ Alrashied Association



EU Partners

- ✧ University of Alicante - Spain
- ✧ Oldenburg University - Germany
- ✧ Alma Mater Studiorum Università di Bologna - Italy
- ✧ Four Elements – Greece

1.3 Disclaimer

"This project has been funded with support from the European Commission. This document reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein"



Part II – Tender specifications

2.1 Object of the tender

This document represents an invitation to tender for the supply of computer, multimedia and other equipment as part of the Morale Project co-funded by the ERASMUS+ Program of the European Union.

This invitation to tender is in no way binding on the contracting authority. The contracting authority's contractual obligation commences only upon signature of the contract with the successful tenderer.

2.2 Currency of the tender

The tenders shall be presented in EURO for both the unit prices and the overall amount of the commitment. The currency of payment will be also in EURO.

2.3 Language of the tender

The tenders shall be presented in English.

2.4 Submission of the tenders: Means and Deadline

Tenders should be submitted in English through **one** of the following means not later than **July 20, 2022 at 12 noon (Damascus Local time)**:

a) by email to achahine@bau.edu.lb, riadraouf@hotmail.com, sulaimanmouselli@hotmail.com, chadiazmeh@hotmail.com, s_albarazi@yahoo.com, and sherfawi@gmail.com If you are submitting your tender by email, kindly ensure that they are signed and in the .pdf format. An acknowledgement of receipt will be sent to you accordingly.

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The Offices are open from 8:00am to 3:30pm Sunday to Wednesday excluding holidays.



In all cases, please add the below reference:

**Morale Erasmus+ Project – “Invitation to Tender -
Equipment for Study Labs”**



As mentioned above, the deadline for submission of tenders is **July 20, 2022** at noon (Damascus Local time). No offer may be submitted or modified after this date.

2.5 Documents to be submitted by the Tenderer

The tenderer must provide and complete the following documents:

1. Tender duly signed, dated and sealed; including:
 - Profile of the company
 - Main contact's name, phone number, email and address
 - Technical specifications
 - VAT exclusive prices (in Euros)
 - Catalogs of the proposed equipment
2. A photocopy of the trade name registration papers
3. Signed letter for after-sales service and 12-month warranty letter

Additional documents such as instructions and operating manuals shall be required with the delivery of equipment.

2.6 Estimate value of the contract

Based on average wholesale market prices in Syria at the time of this tender, the total value of the offer (VAT exclusive) should not exceed 60,000 Euros.

2.7 Deadline for engagement

Tenderers shall remain bound by their tenders for a period of sixty (60) days from the closing date for submission (is **July 20, 2022** at 12.00 noon).

2.8 Subcontracting

It is prohibited for the tenderers to subcontract parts of the tender to third parties. The tenderer will be the only responsible part who will contact the Lebanese partner universities.



2.9 Goods delivery charges and locations

Equipment will be delivered to the four universities in Syria. Delivery charges must be included in the offer if applicable. Four universities are involved in this call for tender, namely:

- ✧ Arab International University
- ✧ Damascus University
- ✧ International University of Science and Technology
- ✧ Bilad Al Sham Higher University

The full addresses and contact details of the responsible persons will be provided after the signature of the contract with the selected supplier.

2.10 Goods Delivery time

The delivery period may not exceed 30 days from the date of signature of the contract with the selected supplier.

2.11 Payment terms

The payment shall be done according to the following terms:

100% upon delivery of the equipment

Payment shall be made through a transfer from the project coordinating institution (BAU) to the selected supplier within one month maximum after the delivery date.



2.12 Evaluation and award of the contract

The key principles that shall govern the process of evaluation of tenders are listed as follows:

- **Non-discrimination:** Any discrimination with regard to tenderers is forbidden.
- **Equal treatment:** All tenders submitted within the set deadline are to be treated equally. They must be evaluated on the basis of the same terms, conditions and requirements set in the tender documents.
- **Transparency:** Detailed written records must be kept (normally in the form of reports and minutes of the meetings held) of all actions of the evaluation panel. All decisions taken must be sufficiently justified and documented. In this way, any discriminatory behavior can be prevented and if not prevented, then monitored.
- **Confidentiality:** The process of evaluation of tenders must be confidential. Information concerning the process of evaluation of tenders and the award recommendation is not to be disclosed to the tenderers or to any other person who is not officially concerned with the process, until information on the award of the contract is communicated to all tenderers.

The contract will be awarded to the tenderer whose tender has been found to be in conformity with the invitation to tender. The award method will be the "**best value for money**" meaning that the winning tender is the one offering the best quality/price ratio.

Exclusion criteria: Tenderers are excluded from participation in procurement procedures if:



- they have submitted a tender that does not meet the requirements;
- they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are
- in any analogous situation arising from a similar procedure provided for in national legislation or regulations;

- They have been guilty of grave professional misconduct proven by any means which the contracting authority can justify;
- They have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the national legal provisions.

Selection criteria: Tenderers will be selected based on the following criteria:

- Having submitted the tender that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected.
- Having the necessary economic, financial, technical and professional capacity to perform the contract

Award criteria: The awarded tenderer will be the one who offered the best quality and price tender out of those submitted by tenderers which are not excluded and which meet the selection criteria. The awarded tenderer should:

- Be in full compliance of tender to the tender specifications, quantities and technical specifications;
- Have previous related projects and references including proofs of similar contracts completed in the past
- Provided Technical information for all the equipment to be supplied



At the time of award of Contract or Purchase Order, the project reserves the right to vary (increase or decrease) the quantity of goods.

2.13 Opening / Evaluation Committee

Tenders will be opened by the MORALE Project Lebanese Tender evaluation Committee comprising at least five members appointed for the purpose.

2.14 Notification of results

Tenderers will be notified of the results by email. Thus, it is important to provide the email of the main contact person.

2.15 Cancellation of the contract

Cancellation of Contract if the delivery/completion is delayed by four weeks with the condition of returning the down payment to the project.

Part III – Quantities and Technical Specifications

1- Server (quantity = 4):

Business Server Computer, up to 2 Intel Silver 4110 8 Core CPUs, 64GB RAM, 7.2TB Enterprise SAS HDDs, RAID

- Enterprise server.
- Processors: Intel Xeon Silver 4110 8-Core 2.10GHz 8MB CPUs
- Memory: 64GB (4 x 16GB) DDR4 PC4-19200 2400MHz Registered Memory
- Storage: 7.2TB (4 x 1.8TB) 10K 12Gb/s SAS 2.5" HDDs
- Power: Redundant Power Supplies
- RAID 12Gb/s with 2GB FBWC
- Remote Management



2- PC Laptops (quantity = 40):

- Well known brand name (HP, Dell, Lenovo ...)
- Processor Intel Core i5 11th Generation (8 MB L3 cache, 4 cores)
- Intel® Iris® Xe Graphics and / or Dedicated Video Graphic Card (Nvidia or AMD no less than 2 GB dedicated RAM)
- 16 GB SDRAM
- 512 GB PCIe® NVMe M.2 SSD or 256GB SSD NVMe with 1 TB HDD or 1 TB SSD / NVMe M.2
- 15.6" Full HD 1080 Display
- Battery life time not less than 7 h of operation / 3-4 cell no less than 41 Wh Li-ion
- Wireless 802.11a/b/g/n/ac (1x1) Wi-Fi® and Bluetooth® 4.2
- Gigabit 1Gbps LAN port
- 2 USB3 / USB3.1 ports
- HDMI port
- Kensington Cable Lock for Laptop
- Optional: 16 GB Intel® Optane™ Memory for storage
- Optional: Antivirus 1-year license

3-DATA SHOW (quantity = 4):

LCD Projector supporting 4,500 ANSI Lumens, 0.252 short throw Ratio and WUXGA, HD Resolution

4- Smart Board (quantity = 4)

75 Inches Smart Board with Stand

5- Network equipment (quantity = 4):

A simple Network ADSL wi-fi Router and / or Gigabit LAN switch 16 port with 100 m Cat6 cables)