

**TELEFAX MESSAGE
FOR IMMEDIATE DELIVERY TO THE ADDRESSEE**

TO : «List822Documentary__Clips_for_REP __s» **FROM :** COUNCIL FOR DEVELOPMENT AND RECONSTRUCTION (C.D.R) BEIRUT – LEBANON

FAX NO. : «FAX» **FAX NOS. :** (961-1) 981252
(961-1) 981253

SUBJECT : Request for Proposal for the “Preparation of High quality short Documentary Movie & A series of FIVE (5) short clips” for the Roads & Employment Project (REP) financed by World Bank Loan 8705-LB Ref No.: _FC033 **REF. :** 931/1

DATE : 01/06/2023 **NO. OF PAGES:** 25 (INCLUDING COVER SHEET)

Dear Sir,

1. The Republic of Lebanon (hereinafter called “Borrower”) has received financing from the World Bank toward the cost of the **Roads and Employment Project** and intends to apply part of the proceeds toward payments under the contract for the “Preparation of High Quality Short Documentary Movie & A series of FIVE (5) short clips”. For this contract, the Borrower shall process the payments using the Direct Payment disbursement method, as defined in the World Bank’s Disbursement Guidelines for Investment Project Financing.
2. The **Council for Development and Reconstruction (CDR)** now invites your Proposal to provide the following consulting services (hereinafter called “Services”): “Preparation of High Quality Short Documentary Movie & A series of FIVE (5) short clips”. More details on the Services are provided in **Annex 1- Terms of Reference**.

Fraud and Corruption

3. The Bank requires compliance with the Bank’s Anti-Corruption Guidelines and its prevailing sanctions policies and procedures as set forth in the WBG’s Sanctions Framework, as set forth in the attachment to the Contract Conditions (Attachment 1).
4. In further pursuance of this policy, Consultants shall permit and shall cause their agents (where declared or not), subcontractors, subconsultants, service providers, suppliers, and personnel, to permit the Bank to inspect all accounts, records and other documents relating to any shortlisting process, proposal submission, and contract performance (in the case of award), and to have them audited by auditors appointed by the Bank.

Eligibility

5. The Bank permits consultants (individuals and firms, including Joint Ventures and their individual members) from all countries to offer consulting services for Bank-financed projects.

6. Furthermore, it is the Consultant's responsibility to ensure that its Experts, joint venture members, Sub-consultants, agents (declared or not), sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by the Bank in the applicable Procurement Regulations.
7. As an exception to the foregoing Para. 5 and 6 above:
 - 7.1 A Consultant that has been sanctioned by the Bank, pursuant to the Bank's Anti-Corruption Guidelines and in accordance with its prevailing sanctions policies and procedures as set forth in the WBG's Sanctions Framework, shall be ineligible to be shortlisted for, submit proposals for, or be awarded a Bank-financed contract or benefit from a Bank-financed contract, financially or otherwise, during such period of time as the Bank shall have determined. A list of debarred firms and individuals is available on the Bank's external website: <http://www.worldbank.org/debarr>.
 - 7.2 Firms and individuals of a country or goods manufactured in a country may be ineligible if so indicated in para. 7.3 below and:
 - (a) as a matter of law or official regulations, the Borrower's country prohibits commercial relations with that country, provided that the Bank is satisfied that such exclusion does not preclude effective competition for the provision of Services required; or
 - (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Borrower's Country prohibits any import of goods from that country or any payments to any country, person, or entity in that country.
 - 7.3 In reference to paras. 7.2, for the information of Consultants, at the present time firms, goods and services from the following countries are excluded from this procurement process:
 - (a) Under para. 7.2 (a): *Israel*
 - (b) Under para. 7.2 (b): *None*
 - 7.4 Government officials and civil servants of the Borrower's country are not eligible to be included as Experts, individuals, or members of a team of Experts in the Consultant's Proposal unless:
 - (i) the services of the government official or civil servant are of a unique and exceptional nature, or their participation is critical to project implementation; and
 - (ii) their hiring would not create a conflict of interest, including any conflict with employment or other laws, regulations, or policies of the Borrower.

Conflict of Interest

8. The Consultant is required to provide professional, objective, and impartial advice, at all times holding the Client's interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work.

9. The Consultant has an obligation to disclose to the Client any situation of actual or potential conflict that impacts its capacity to serve the best interest of its Client. Failure to disclose such situations may lead to the disqualification of the Consultant or the termination of its Contract and/or sanctions by the Bank.
10. Without limitation on the generality of the foregoing, the Consultant shall not be hired under the circumstances set forth below:
 - 10.1 Conflict between consulting activities and procurement of goods, works or non-consulting services: a firm that has been engaged by the Client to provide goods, works, or non-consulting services for a project, or any of its Affiliates, shall be disqualified from providing consulting services resulting from or directly related to those goods, works, or non-consulting services. Conversely, a firm hired to provide consulting services for the preparation or implementation of a project, or any of its Affiliates, shall be disqualified from subsequently providing goods or works or non-consulting services resulting from or directly related to the consulting services for such preparation or implementation.
 - 10.2 Conflict among consulting assignments: a Consultant (including its Experts and Sub-consultants) or any of its Affiliates shall not be hired for any assignment that, by its nature, may be in conflict with another assignment of the Consultant for the same or for another Client.
 - 10.3 Relationship with the Client's staff: a Consultant (including its Experts and Sub-consultants) that has a close business or family relationship with a professional staff of the Borrower (or of the Client, or of implementing agency, or of a recipient of a part of the Bank's financing) who are directly or indirectly involved in any part of (i) the preparation of the Terms of Reference for the assignment, (ii) the selection process for the Contract, or (iii) the supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Bank throughout the selection process and the execution of the Contract.

Validity of Proposal

11. The validity of your Proposal shall not be less than *126 days* from the date of submission of the Proposal.

Proposal

12. The Financial Proposals shall be prepared using the forms provided in Annex 2.
13. Applicable taxes for this contract are:
 - a- 7.5 % income Tax of the value of the contract, applicable on Foreign Consultants' share.
 - b- Income taxes applicable on Local Consultants' Share, to be estimated by the Local Consultant.
 - c- A stamp duty of 8 per 1000 of the value of the contract including the value of income taxes as indicated above in bullets (a) and (b), applicable on Local Consultants and Foreign Consultants,
 - d- VAT taxation is not applicable for this Contract according to the law 379 dated 14/12/2001 amended by Law No. 64 dated 26/10/2017 which states that all foreign funding is not subject to any VAT taxation. Accordingly, if the Consultant has to pay any VAT, he will be refunded the VAT directly from the Ministry of Finance.

The tax liability for the Consultants is as follows:

- For the stamp duty of 8 per 1000 of the value of the contract; 4 per 1000 to be paid by the Consultant within 5 working days after the notification day. The remaining 4 per 1000 will be deducted by CDR from each invoice.
- For Foreign Consultants (Single or Member of JV), CDR will deduct 7.5% from his invoice, or from his share of each invoice (in case of JV).
- For Local Consultant (Single or Member of JV) will make his own arrangements to pay his annual income tax on this contract to the Lebanese Ministry of Finance (MOF).

“Information on the Consultant’s tax obligations in the Client’s country can be found www.finance.gov.lb

14. The Financial Proposal shall not be adjusted for foreign and/or local inflation during the execution of the contract.
15. You may propose your price in a freely convertible foreign currency of your choice in addition to the currency of the Client’s Country (for any local costs as applicable).

Clarifications

16. Any clarification request regarding this invitation may be sent in writing as follows:

The contact information for requesting clarifications is:
The Council for Development and Reconstruction.
Tenders Department
Tallet El Serail, Beirut – Lebanon
Facsimile: +961 -1 - 981255

Submission of Proposals

17. Please submit your Proposal to the address below at or before 12:00 noon Beirut Local Time on **Thursday June 22th, 2023**. using the forms attached in Annex 2. Electronic Bidding will not be permitted.
18. The address for submission of Proposal is:

Council for Development and Reconstruction (CDR)
Tenders Department
Tallet El-Serail
Beirut - Lebanon
Telephone: +961 1 981431/2 - Facsimile: +961 1 981255
Web site address: www.cdr.gov.lb /procurement
www.ppa.gov.lb

Evaluation of Financial Proposal

19. The financial proposal shall be evaluated to review that the Consultant has adequately priced the technical proposal.

Contract negotiations and award of contract

20. The award of contract will be subject to the satisfactory conclusion of negotiations.
21. The Client shall publish a contract award notice on its website with free access, if available, or in a newspaper of national circulation or UNDB online, within 15 days after award of contract. The information shall include the name of the successful Consultant, the Contract
On behalf of the Client.

Yours sincerely,

Council for Development and Reconstruction

Nabil A. El Jisr, President

Attachments:

Annex 1: Terms of Reference

Annex 2: Proposal Submission Form and attachments

دعوة للإشتراك في طلب عروض الأسعار

عملاً بالملزمة رقم ٤/ه.ش.ع/٢٠٢٢

الصادرة عن رئيس هيئة الشراء العام بتاريخ ٢٠٢٢/٨/١٩

اسم الجهة الشارعية	مجلس الإنماء والإعمار
عنوان الجهة الشارعية	تلة السراي – رياض الصلح- بيروت، لبنان.

جانب	
رقم تسجيل العارض	
عنوان العارض	
الموضوع	دعوة للمشاركة في طلب عروض الأسعار العائد لتلزييم (مهام إعداد فيلم وثائقي قصير عالي الجودة وسلسلة من خمسة (٥) مقاطع فيديو قصيرة (High Quality Short Documentary Movie and a series of five (5) short clips) لمشروع الطرقات والعمالة، الممول من قبل البنك الدولي (القرض رقم ٨٧٠٥ – لبنان)
رقم وتاريخ الدعوة	رقم : ١/٩٣١ تاريخ ٢٠٢٣/٠٦/٠١

معلومات عن الصفقة	
رقم التسجيل	رقم مرجعي لعملية التلزييم على سجل الشراء: ٨٢٢
وصف الصفقة	إعداد فيلم وثائقي قصير عالي الجودة وسلسلة من خمسة (٥) مقاطع فيديو قصيرة (High Quality Short Documentary Movie and a series of five (5) short clips) لمشروع الطرقات والعمالة، الممول من قبل البنك الدولي (القرض رقم ٨٧٠٥ – لبنان)،
نوع التلزييم	مهام استشارية
طريقة التلزييم	استدراج عروض محصور على أساس تقديم أسعار
ارساء التلزييم	السعر الأدنى.
القيمة التقديرية للمشروع	مئة ألف دولار أميركي
بدل دفتر الشروط	لا شيء
لغات أخرى	ان المستندات المتوفرة باللغة الإنجليزية
معايير وإجراءات	طلب عروض أسعار محصور (باستشاريين سبق أن تقدموا بطلب إبداء رغبة بعد إطلاق عملية الإعلان عن تلقي طلبات إبداء رغبة لتأليف لائحة مصغرة من إستشاريين مؤهلين للإشتراك في مناقصة تلزييم المهام المذكورة أعلاه، ان الرقم المرجعي لعملية التلزييم على سجل الشراء: ٧٩٩ وكان عدد العارضين في حينه ستة عارضين). يتم تقييم العروض على أساس تقديم أسعار وعلى ان تستند عملية اختيار الفائز إلى صاحب ادنى الأسعار.

تواريخ/ مهل/ أماكن	
موعد جلسة التلزييم (فتح العروض)	الخميس في ٢٠٢٣/٠٦/٢٢ على الساعة ١٢:٠٠ *فوراً عند انتهاء موعد تقديم العروض.
الموعد النهائي لتقديم العروض	الخميس في ٢٠٢٣/٠٦/٢٢ على الساعة ١٢:٠٠ *بذات اليوم المحدد لفتح العروض
تخفيض مدة الإعلان	لم يتم تخفيض مدة الإعلان.
الموعد النهائي لتقديم طلبات الاستيضاح	الخميس في ٢٠٢٣/٠٦/١٢ على الساعة ١٢:٠٠
الموعد النهائي للرد على طلبات الاستيضاح	الجمعة في ٢٠٢٣/٠٦/١٦ على الساعة ١٢:٠٠
مدة صلاحية العرض	126 يوما من التاريخ النهائي لتقديم العروض
مكان استلام دفتر الشروط	مجلس الإنماء والإعمار- إدارة الشؤون القانونية- دائرة المناقصات تلة السراي – رياض الصلح-بيروت-لبنان.
مكان تقديم العروض	مجلس الإنماء والإعمار- إدارة الشؤون القانونية- دائرة المناقصات تلة السراي – رياض الصلح-بيروت-لبنان.
مكان تقييم العروض	مجلس الإنماء والإعمار- إدارة الشؤون القانونية- دائرة المناقصات

تلة السراي – رياض الصلح-بيروت-لبنان.	
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ضمان العرض	
قيمة ضمان العرض	-
مدة صلاحية ضمان العرض	-

على دفتر الشروط الخاص بالصفقة عبر المنصة الإلكترونية المركزية لدى هيئة الشراء العام ppa.gov.lb ولمزيد من المعلومات يمكنكم في أي وقت مراجعة وحدة الشراء العام في الجهة الشارية عبر التواصل مع _____ على الرقم التالي _____ أو عبر البريد الإلكتروني _____.
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