



UNITED NATIONS OFFICE AT NAIROBI

REQUEST FOR EXPRESSION OF INTEREST (EOI)

This notice is placed by UNON. The accuracy, reliability and completeness of the contents of furnished information is the responsibility of UNITED NATIONS OFFICE AT NAIROBI. You are therefore requested to direct all queries regarding this EOI to UNITED NATIONS OFFICE AT NAIROBI using the fax number or e-mail address provided below.

Title of the EOI:

Provision of Rehabilitation Services for Residential Buildings and Facilities of Heritage value in Lebanon.

Date of this EOI: 21 March 2024

Closing Date for Receipt of EOI: 8 April 2024

EOI Number: EOIUNON22499

Beneficiary Country/Territory: Lebanon

Commodity/Service category: Engineering Design and Construction

Address EOI response by fax or e-mail to the Attention of: May Mutua

Fax Number: N/A

E-mail Address: may.mutua@un.org; unon-procurement-rfx@un.org

UNSPSC Code:

72000000 - Building and Facility Construction and Maintenance Services

95140000 - Prefabricated buildings and structures

95120000 - Permanent buildings and structures

72110000 - Residential building construction services

72150000 - Specialized trade construction and maintenance services



DESCRIPTION OF REQUIREMENTS

United Nations Office at Nairobi (UNON) on behalf of the United Nations Human Settlements Programme (UN-Habitat) Beirut, Lebanon, seeks the interest of qualified contractors to participate in upcoming tender solicitations for the Provision of Rehabilitation Services for Residential Buildings and Facilities of Heritage value in Lebanon (Beirut and other cities).

UNON invites companies to express their interest for pre-qualification, by filling out the vendor response form in UNGM, and by submitting the requested pre-qualification documents as per evaluation criteria attached to this REOI (see link on next page), via email to: may.mutua@un.org, copying unon-rfx-procurement@un.org no later than 8 April 2024. The submission should state the EOI reference number and title in the subject header.

Please note that this REOI is not an invitation for submission of tenders. Its sole purpose is to pre-qualify vendors who would be shortlisted to participate in the subsequent upcoming tenders. The pre-qualification criteria and related annexes are attached to this REOI. The pre-qualified (shortlisted) vendors will BE eligible to participate in any subsequent related tender for a period of one year, after the effective date of establishment of the shortlist.

Submitting a reply to this REOI does not therefore automatically guarantee that your company will be considered for issuance of the solicitation documents. Only vendors who in the UN's sole discretion, are deemed eligible and qualified, upon completion of an objective evaluation of the EOI submissions may receive the final tender solicitation documents. UNON reserves the right to change or cancel the requirement of this EOI at any time during the EOI and/or solicitation process.

The scope of work mainly consists of civil, mechanical, sanitary and electrical works:

- Assess, plan and remove sorted debris and dispose it in certified municipal locations.
- Implement proper topographic benchmarking.
- Civil Works: Repairing damage to structural elements, cement and lime plastering, installation/repair of doors and windows, painting, roof waterproofing, installation of wall and floor tiles, fixing sandwich panels, installation of false ceilings, demolition of unstable structural elements, etc...
- Sanitary/Plumbing Works: Rehabilitation of the water and drainage systems, separation of rain water and wastewater services, provision of watertanks, water heaters, kitchen sink, installation of hand WB and WC, etc... Water connection to the public facilities.
- Electrical Works: Rehabilitation of the electrical system inclusive of installation of wiring, SDB and MDB, sockets, switches, and lighting, provisions for renewable energy, etc...
- Raise scaffoldings, stabilize buildings, fence construction sites and secure safe working environment.
- Install site offices and storage warehouses in the construction area.
- Coordinate with UN-Habitat representatives, and other governmental authorities related to the reconstruction processes.
- Conduct training to all workers on Environmental and Social Safeguards that are shared by UN-Habitat.
- Implement a grievance redress mechanism for labors and monitor it through qualified personnel.
- Adopt and implement all quality control and quality assurance measures that will be provided by UN-Habitat during implementation.

The required services shall include supply of manpower, supervision, spare parts, materials, tools, equipment, apparatus, appurtenances including all necessary accessories, hardware, scaffoldings, fasteners etc. to perform the works being called for.



SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

Applicant must be registered in the United Nations Global Marketplace (www.ungm.org) at Basic level to participate in the tender. See the Vendor Response Form of this EOI for additional instructions

Applicants must express their interest for pre-qualification by completing the following two steps;

- a) Filling and submitting the Vendor Response Form, AND
- b) Submitting the relevant [pre-qualification documents as per evaluation criteria attached](#) to this REOI to may.mutua@un.org copying unon-rfx-procurement@un.org no later than 8th April 2024.

Other Information:

-The applicant shall note that the UN reserves the right to assess and verify all the information provided by the applicant for the above criteria.

-All documents submitted by the applicants for this REOI shall be written in English.

-All applications, including the required documents shall be submitted within the timeline stipulated in this REOI.

-Applications submitted after the REOI closing date will only be accepted at the discretion of UNON.

-Each applicant who meets the seven (7) minimum requirements will be deemed to have the technical capacity and the professional experience to carry out the works. Applicants who do not satisfy the above seven (7) minimum requirements outlined in the above prequalification criteria will be regarded as non-conforming and the applicant will not be invited to participate in the ensuing competitive bidding process. Applicants should note that UNON, at its sole discretion, reserves the right to request for additional information or documentation should this be required.

-No payment will be made by UNON to applicants or any other entity for any costs, expenses, losses or damages incurred or suffered by the applicant or any other entity arising out of or in connection with the preparation of the application.

NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <https://www.ungm.org/Public/Notice>

Only the United Nations Global Marketplace (UNGM) has been authorised to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Requests for Expression Of Interest. Vendors interested in this Tender Alert Service are invited to subscribe on <http://www.ungm.org>

Vendors interested in participating in the planned solicitation process should submit the Vendor Response Form of this EOI electronically (through the link available on the next page) before the closing date set forth above.



VENDOR RESPONSE

NOTICE

- Companies can only participate in solicitations of the UN Secretariat after completing their registration (free of charge) at the United Nations Global Marketplace (www.ungm.org).
- As you express interest in the planned solicitation by submitting this response form, please verify that your company is registered under its **full legal** name on the United Nations Global Marketplace (www.ungm.org) and that your application has been submitted to the **UN Secretariat**.
- While companies can participate in solicitations after completion of registration at Basic Level, we strongly recommend all companies to register at least at **Level 1** under the United Nations Secretariat prior to participating in any solicitations.
- Companies are reminded of the restrictions of employment of former UN personnel that were involved in the procurement process during their last three years of service as per ST/SGB/2006/15, including (a) employing those personnel for one year after separation of service and (b) allowing those personnel to communicate with, or appear before, active UN personnel for matters related to the procurement process for two years after separation of service. Violation of the provisions of ST/SGB/2006/15 may lead to suspension of the registration of the company as a UN vendor.

PLEASE NOTE: You should express your interest to this EOI electronically at:

<https://www.ungm.org/Public/Notice/229640>

In case you have difficulties submitting your interest electronically, please contact may.mutua@un.org; non-procurement-rfx@un.org directly for instructions.



EOI INSTRUCTIONS

1) Registering as a Vendor with the United Nations

Vendors interested in fulfilling the requirement described above must be registered at the UN Global Marketplace (www.ungm.org) with the UN Secretariat in order to be eligible to participate in any solicitation. Information on the registration process can be found at <https://www.un.org/Depts/ptd/vendors>.

Prerequisites for Eligibility

In order to be eligible for UN registration, you must declare that:

- A. Your company (as well as any parent, subsidiary or affiliate companies) is not listed in, or associated with a company or individual listed in:
 - I. the Compendium of United Nations Security Council Sanctions Lists (<https://www.un.org/securitycouncil/content/un-sc-consolidated-list>), or
 - II. the IIC Oil for Food List website or, if listed on either, this has been disclosed to the United Nations Procurement Division in writing.
- B. Your company (as well as any parent, subsidiary or affiliate companies) is not currently removed or suspended by the United Nations or any other UN organisation (including the World Bank);
- C. Your company (as well as any parent, subsidiary or affiliate companies) is not under formal investigation, nor have been sanctioned within the preceding three (3) years, by any national authority of a United Nations Member State for engaging or having engaged in proscribed practices, including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice;
- D. Your company has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against your company that could impair your company's operations in the foreseeable future;
- E. Your company does not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with the Vendor in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15).
- F. Your company undertakes not to engage in proscribed practices (including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice), with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN.

For Registered Vendors: Vendors already registered at the UN Global Marketplace with the UN Secretariat must ensure that the information and documentation (e.g. financial statements, address, contact name, etc.) provided in connection with their registration are up to date in UNGM. Please verify and ensure that your company is registered under its full legal name.

For Vendors Interested in Registration: Vendors not yet registered should apply for registration on the United Nations Global Marketplace (<http://www.ungm.org>); information on the registration process can be found at <https://www.un.org/Depts/ptd/vendors>. Vendors must complete the registration process prior to the closing date of the REOI. Vendors who have not completed the UNGM registration process with the UN Secretariat before the closing date of the REOI are not considered eligible to participate in solicitations of the UN Secretariat. We strongly recommend all companies to register at least at Level 1 under the UN Secretariat prior to participating in any solicitations.

IMPORTANT NOTICE: Any false, incomplete or defective vendor registration may result in the rejection of the application or cancellation of an already existing registration.

2) EOI Process

Vendors interested in participating in the planned solicitation process should forward their expression of interest (EOI) to UNITED NATIONS OFFICE AT NAIROBI (UNON) by the closing date set forth in this EOI. *Due to the high volume of communications UNON is not in a position to issue confirmation of receipt of EOIs.*

Please note that no further details of the planned solicitation can be made available to the vendors prior to issuance of the solicitation documents.

This EOI is issued subject to the conditions contained in the EOI introductory page available at <https://www.un.org/Depts/ptd/eoi>.



Prequalification of Contractors for the Construction/Rehabilitation of Residential Buildings and Facilities of Heritage value in Lebanon)

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Evaluation Criteria for the Pre-Qualification Process of Contractors for the Construction/Rehabilitation of Residential Buildings and Facilities of Heritage value in Lebanon)

The responses shall be evaluated in accordance with the pre-established evaluation criteria as pass or fail criteria conforming all stated requirements listed below.

No	Category	Description of Requirements		Criteria
1.	Administrative Documents	<p>Applicants must submit the following administrative Documents:</p> <ul style="list-style-type: none"> • Copy of certificate of incorporation or equivalent document verifying experience, legal status/capacity with relevant government agencies or memorandum and article of association within the resident country. The company should have been in operation for a minimum 7 years since its establishment. • Copy of TAX registration or equivalent document verifying tax submission to the designated authorities or governmental institutions. • Company profile detailing background, management profile, ownership. • Certificate of incorporation in the syndicate of contractors demonstrating a minimum of 7 years' experience. • Fully filled signed, and stamped Submission form – Please refer to Annex 1 of this REOI • Fully filled, signed, and stamped Registration Form – Please refer to Annex 2 of this REOI 	<p>In case of JV or consortium submission, the lead member must meet the requirement.</p>	Pass/Fail

2.	Conflict of Interest	<p>Applicants must submit a signed disclosure form confirming that it has no conflict of interest with implementing entities under consideration for the proposed Agreement of Cooperation (i.e UN and World Bank)</p> <p>Please refer to Annex 7</p>	In case of JV or consortium submission, all members combined must meet the requirement	Pass/Fail
3.	History of non-performing contracts and Pending Litigation	<p>Applicant must provide information on any history of litigation or arbitration resulting from contracts executed in the last five (5) years or currently under execution demonstrating the following;</p> <ul style="list-style-type: none"> • A non-performance of a contract did not occur within the last (5) years prior to the deadline for application for this REOI. • All pending litigation shall in total not represent more than (10%) of the applicant's net worth and shall be treated as resolved. <p>Please refer to Annex 5 of the REOI</p>	In case of JV or consortium submission, all members combined must meet the requirement	Pass/Fail
4.	Financial capacity	<p>Applicant must submit three (3) years audited financial statements for the years 2019, 2020 & 2021, including Auditor's Report for the years demonstrating the following:</p> <ul style="list-style-type: none"> • 2019 - Minimum average annual turnover of US\$ 150,000 • 2020 - Minimum average annual turnover of US\$ 100,000 • 2021 - Minimum average annual turnover of US\$ 150,000 <p>Please refer to Annex 2 - section 2</p>	In case of JV or consortium submission, all members combined must meet the requirement	Pass/Fail
5.	Company experience.	<ul style="list-style-type: none"> • Applicant must submit a list of minimum 7 similar contracts for rehabilitation/ renovation/ construction of buildings executed over the last 7 years. • At least one of the contracts indicated above should be equal or above US\$ 150,000. • Applicant must submit satisfactory performance letters from a minimum of three (3) clients for contracts listed in point 1 above, completed during 	In case of JV or consortium submission, all members combined must meet the requirement	Pass/Fail

6.	Equipment	Applicant must submit a list of key equipment proposed for executing and completion of works. Please fill and submit the table on Annex 3 with all available equipment registered or contracted under the company's name.	In case of JV or consortium submission, all members combined must meet the requirement	Pass/Fail
7.	Key Personnel	<p>Applicant must demonstrate that they have the key personnel required to ensure successful implementation and completion of works as listed below.</p> <ol style="list-style-type: none"> 1. Architect Restorer Engineer of minimum 5 years of experience with at least University degree in Engineering/Architecture and at least 2 projects similar in scope and complexity to the current project. 2. Civil structural engineer of minimum 5 years of experience with at least University degree in Engineering; and handled at least 2 projects similar in scope and complexity to the current project. 3. Electro-mechanical expert of minimum 5 years of experience with at least University degree in Engineering and handled at least 2 projects similar in scope and complexity to the current project. 4. Site Engineer of minimum 10 years of experience with at least University degree in Engineering OR else PMP or any similar diplomas in Project Management and handled at least 5 projects similar in scope and complexity to the current project. 5. Environmental and Social safeguards expert of minimum 8 years of experience related to social and environmental standards and impact assessment in an international development context and University degree or higher in environment, sociology, economics, development, or a closely related field 6. Foreman of minimum 10 years of experience with demonstrated knowledge of cultural heritage and handled at least 5 projects similar in scope and complexity to the current project. <p>For each of the above stated key personnel, please submit:</p> <ul style="list-style-type: none"> • CVs highlighting each key personnel's relevant experience – Please refer to Annex 6 of the REOI • Certificate of registration in the Order of Engineers and Architects for the proposed Engineers or Architects (For personnel under point 1 to 4 above). • Organogram of the Company (names and positions to be indicated). 	In case of JV or consortium submission, all members combined must meet the requirement	Pass/Fail

Annex 1 – Submission Form

To: All Interested Contractors

We, the undersigned, apply to be prequalified for the referenced EoI and declare that:

- (a) We have examined and have no reservations to the Prequalification Application, including any attached annex, issued by the UN.
- (b) We understand that you may cancel the prequalification process at any time and that you are neither bound to accept any application that you may receive nor to invite the prequalified Contractor(s) to bid for the contract subject of this prequalification, without incurring any liability.
- (c) We are not associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by UN-Habitat to provide consulting services for the preparation of the design, BOQs, specifications, and other documents to be used for the renovation/rehabilitation services to be procured.
- (d) *All the information and statements made in this EOI are true and we accept that any misrepresentation contained in it may lead to our disqualification;*
- (e) We are currently not on the removed or suspended vendor list of the UN or other such lists of other UN agencies, world bank or similar nor are we associated with, any company or individual appearing on the 1267/1989 list of the UN Security Council;
- (f) We hereby certify that our company or staff are neither in the Consolidated list of Individuals and Entities with Association to Terrorist Organizations nor in the List of Vendors Suspended or Removed from the UN Secretariat Procurement Division Vendor Roster
- (g) We have no outstanding bankruptcy or pending litigation or any legal action that could impair our operation as a going concern; and we do not employ, nor anticipate employing, any person who is or was recently employed by the UN-Habitat or UNDP.
- (d) The following information shall be used to notify us:

Authorized by
Title
Address:
Tel:
E mail:

Annex 2 – Registration Form

Section 1: Vendor Information

1.Name of Company:	
2. Street Address: Postal Code: Country:	3. Mailing Address: P.O. Box
4. Tel:	5. Email:
6. Fax:	7. Website address:
8. Full Legal Name of Company	
9. Registration number and Grade	
10. Specialty in	
11. VAT Registration Number	

Section 2: Annual Turnover and profit for the last 3 years.

Financial Year	Total Turnover (please state currency)	Comments
2019		
2020		
2021		

Section 3: Certification

<p>12. The undersigned warrant that the information provided in this form is correct and in the event of changes details will be provided as soon as possible.</p> <p>Name: ----- Functional Title: -----</p> <p>Signature: ----- Date: -----</p>

Annex 3 – List of Equipment and Materials

Name of Contractor or Company of a Joint Venture (if any)

.....

The Contractor shall provide adequate information to demonstrate clearly that the list equipment are operational and functional defining the status as owned/rented.

Note: The UN might at any stage request further proof.

Table A: List of Equipment Owned/Rented by the Contractor

#	Description of Equipment	On Company's strength	Model/Power/Year of manufacture	Current Location	Current Status
1.					<input type="checkbox"/> Owned <input type="checkbox"/> Rented
2.					<input type="checkbox"/> Owned <input type="checkbox"/> Rented
3.					<input type="checkbox"/> Owned <input type="checkbox"/> Rented
4.					<input type="checkbox"/> Owned <input type="checkbox"/> Rented
5.					<input type="checkbox"/> Owned <input type="checkbox"/> Rented
6.					<input type="checkbox"/> Owned <input type="checkbox"/> Rented
7.					<input type="checkbox"/> Owned <input type="checkbox"/> Rented
8.					<input type="checkbox"/> Owned <input type="checkbox"/> Rented
9.					<input type="checkbox"/> Owned <input type="checkbox"/> Rented

*Please add all equipment available. Additional tables can be filled and submitted in response to the above table.

Table B: List of Materials owned/rented by the Contractor

#	Availability of scaffolding	Total Inventory, if applicable	Quantity (m2) available on hand, if applicable	Mobilization and installation lead time (days)	Current Storage Location	Current Status
10.						<input type="checkbox"/> Owned <input type="checkbox"/> Rented

Annex 4 – List of Completed/On-going Projects

General Rehabilitation Experience					
Starting Month/ Year	Ending Month / Year	Year(s)	Status (completed / on-going)	Contract Identification and Name Name and Address of Employer Brief Description of the Works Executed by the Contractor	Amount in USD

Annex 5 – Litigation History

Name of Contractor or Company of a Joint Venture(if any)

.....

Contractors, including the partners of a joint venture, should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution. A separate sheet should be used for each partner of joint venture.

A. Litigation History

Year	Award for or against Contractor	Name of client, cause of litigation, and matter in dispute	Disputed amount (current value US\$ or equivalent)	Blacklist status (if any)

B. Pending litigation:

Year	Name of Company/Contractor	Disputed value in US\$	Current Status,	Remarks

C. History of Non-Performance on Contracts

Year	Name of Company/Contractor	Amount of the Contract	Duration of the Contract (From-To)	Status

Authorized by
Title
Address: Tel: E mail:

Annex 6 – Contractor’s Resources

The Contractor should provide the list of personnel that are registered under the under the company’s name. The data on their qualification and experience should be supplied in the CVs (as per below format) along with the Certificate of registration in the Order of Engineers and Architects (if Engineer or Architect).

The list of minimum expected resources to work under this project(s):

- Architect Restorer Engineer of minimum 5 years of experience with at least University degree in Engineering/Architecture and at least 2 projects similar in scope and complexity to the current project.
- Civil structural engineer of minimum 5 years of experience with at least University degree in Engineering; and handled at least 2 projects similar in scope and complexity to the current project.
- Electro-mechanical expert of minimum 5 years of experience with at least University degree in Engineering and handled at least 2 projects similar in scope and complexity to the current project.
- Site Engineer of minimum 10 years of experience with at least University degree in Engineering OR else PMP or any similar diplomas in Project Management and handled at least 5 projects similar in scope and complexity to the current project.
- Environmental and Social safeguards expert of minimum 8 years of experience related to social and environmental standards and impact assessment in an international development context and University degree or higher in environment, sociology, economics, development, or a closely related field.
- Foreman of minimum 10 years of experience with demonstrated knowledge of cultural heritage and handled at least 5 projects similar in scope and complexity to the current project.
- Additional resources offered by the contractor can be shared and listed per the below format.

CV of the Proposed Team

Position Title and No.	[e.g., TEAM LEADER]
Name of Expert:	[Insert full name]
Date of Birth:	[day/month/year]
Country of Citizenship/Residence	

Education: List in reverse order starting with highest degree obtained up to Graduate Degree, the university/ institution or other specialized education, giving the following details:

S. No.	Degree/Diploma/Certificate obtained	Name of University/ Institution	Duration (mm-yyyy)	
			From	To

Employment record relevant to the services: Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the service, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the service does not need to be included.

Period	Employing organization and your title/position.	Contact information for references	Summary of activities performed relevant to the Assignment
[e.g., May 2005-present]	[e.g., Ministry of, staff/advisor/consultant to...]	Tel...../e-mail.....; Mr. xxxxx, [deputy director]	

Membership in Professional Associations:

- 1.
- 2.
- 3.

List of papers published in your name in peer reviewed/national/international journals:

- 1.
- 2.
- 3.

Proficiency in Language Skills (indicate only languages in which you can work i.e. read, write, speak):

Languages	Read		Write		Speak		Understand	
	Easily	Not Easily	Easily	Not Easily	Easily	Not Easily	Easily	Not Easily
Arabic								
English								
French								
Others (specify)								

Expert's contact information : (e-mail, phone.....)

Detailed Tasks Assigned

- 1.
- 2.
- 3.

List of Projects worked with similar context

- 1.
- 2.
- 3.

Annex 7 – Non-Conflict of Interest Statement

NON-CONFLICT OF INTEREST STATEMENT

1. We certify that neither I nor any member of the company's management, consultants, staff, officer, immediate family, etc.. has a material personal or financial relationship with any of the Implementing entities under consideration (the UN and the World Bank) for the proposed Agreement of Cooperation with the UN-Habitat.

2. We further certify that no other relationship, bias or ethical conflict exists which will prevent the company from submitting any proposal solely on its merits and in accordance with [General Conditions of Contracts for the Provision of Goods and Services](#).

3.If we should become aware of any situation which might arise, that could alter any of the representations above, or that might otherwise create the appearance of a conflict or other impropriety, we will notify the Signatory of the Agreement of Cooperation immediately.

4. We hereby undertake to act with complete impartiality and in good faith in what concerns its performance and outcome and to immediately declare any situation that might raise concerns with respect to conflict of interest, impartiality or otherwise affect the company's management, consultants, staff, officer, etc.. position/ability to duly and appropriately perform the contract.

Authorized by
Title
Address:
Tel:
E mail:

Annex 8 – Brief Scope for the Rehabilitation Services

The services expected to be completed under this project are “Resilient Housing Reconstruction” which aims to support the return of displaced households to the targeted buildings. As such, and under this component, the project will finance the rehabilitation of a select number of severely damaged buildings that have been directly impacted by the Beirut blast and have not been addressed yet and are located within 5km of the epicenter of the blast. A focus will be on a subset of residential buildings that were inhabited by lower-income and vulnerable households with low tenure security who may have been temporarily displaced.

The building rehabilitation process will follow a Build Back Better (BBB) approach. This entails rehabilitation occurs in ways that are stronger (more productive and resilient), faster (limiting the impact of shocks), and more inclusive (ensuring nobody is left behind). The project will adopt the national construction code and best international construction practices. In addition to structural strengthening of buildings, it is envisaged that the rehabilitation of residential buildings will also be aimed at increasing climate change mitigation and building accessibility.

In summary, the project aims to rehabilitate heavily damaged residential buildings impacted by the explosion that have a heritage value, and which were inhabited prior to the blast. The final selection of buildings will be based on a layered filtering methodology and criteria which involves technical, social, heritage and legal aspects of buildings and beneficiaries. Through this project, a BBB approach will be adopted through promoting and disseminating the efficient use of energy and water resources, resilient rebuilding techniques, and promoting socio-economic equity and gender mainstreaming.

The scope of work mainly consists of civil, mechanical, sanitary and electrical works:

- Assess, plan and remove sorted debris and dispose it in certified municipal locations.
- Implement proper topographic benchmarking.
- Civil Works: Repairing damage to structural elements, cement and lime plastering, installation/repair of doors and windows, painting, roof waterproofing, installation of wall and floor tiles, fixing sandwich panels, installation of false ceilings, demolition of unstable structural elements, etc...
- Sanitary/Plumbing Works: Rehabilitation of the water and drainage systems, separation of rain water and wastewater services, provision of watertanks, water heaters, kitchen sink, installation of hand WB and WC, etc... Water connection to the public facilities.
- Electrical Works: Rehabilitation of the electrical system inclusive of installation of wiring, SDB and MDB, sockets, switches, and lighting, provisions for renewable energy, etc...
- Raise scaffoldings, stabilize buildings, fence construction sites and secure safe working environment.
- Install site offices and storage warehouses in the construction area.
- Coordinate with UN-Habitat representatives, and other governmental authorities related to the reconstruction processes.
- Conduct training to all workers on Environmental and Social Safeguards that are shared by UN-Habitat.
- Implement a grievance redress mechanism for labors and monitor it through qualified personnel.
- Adopt and implement all quality control and quality assurance measures that will be provided by UN-Habitat during implementation.

The required services shall include supply of manpower, supervision, spare parts, materials, tools, equipment, apparatus, appurtenances including all necessary accessories, hardware, scaffoldings, fasteners etc... to perform the works being called for.

Annex 9 – Checklist

(List of required Documents to be submitted)

No	Required document		Yes / No
Administrative Proposal		The Administrative proposal should be concisely presented and structured in the following order to include, but not necessarily be limited to the following information listed below. The information should be sufficient for evaluators to draw pass/fail according to the qualifications criteria.	
1.	Annex 1 – Submission Form	Submission of Annex 1 – Submission Form (fully completed, signed and stamped).	
2.	Certificate of incorporation or equivalent document	Submission copy of certificate of incorporation or equivalent document verifying experience, legal status/capacity with relevant government agencies or memorandum and article of association within the resident country of minimum 7 years of establishment.	
3.	TAX registration or equivalent	Submission copy of TAX registration or equivalent document verifying tax submission to the designated authorities or governmental institutions.	
4.	Certificate of incorporation in the syndicate of contractors demonstrating a minimum of 7 years' experience.	Submission of Certificate of incorporation in the syndicate of contractors demonstrating a minimum of 7 years' experience.	
5.	Certificate of registration in the Order of Engineers and Architects	Submission copy of certificate of registration in the Order of Engineers and Architects for assigned personnel within the Contractor's Resources (if Engineer or Architect).	
6.	Company profile	<p>Written introduction about the Contractor that inform and entails information about their activities, mission, goals and strengths. The company profile may include the story of the company's founding and describes its products or services (preferable not to exceed 3 pages)</p> <p>Any information that will facilitate our evaluation of your company's substantive reliability, financial and managerial capacity to provide the services.</p>	
7.	Annex 2 – Registration Form	Submission of Annex 2 – Registration Form (fully completed, signed and stamped).	
8.	Annex 3 – List of Equipment and Materials Form	Submission Annex 3 – List of Equipment and Materials Form (fully completed, signed and stamped).	
9.	Annex 4 – List of Completed/On-going Projects	Submission Annex 4 – List of Completed/On-going Projects (fully completed, signed and stamped).	

10.	Annex 5 – Litigation History	Submission Annex 5 – Litigation History (fully completed, signed and stamped).	
11.	Annex 6 – Contractor's Resources	Submission of Annex 6 – Contractor's Resources fully filled and signed CV per each listed category of preferred personnel.	
12.	Organogram of the Contractor	Organogram highlighting the Contractor's (names and positions to be indicated) must be completed and submitted.	
13.	Satisfactory Performance Letters	Statement of Satisfactory Performance from a minimum three (3) Clients on similar works rehabilitation /renovation completed during the last 5 years (not to exceed 2017).	
14.	Annex 7 – Non-Conflict of Interest Statement	Submission of Annex 7 – Non-Conflict of Interest Statement (fully completed, signed and stamped).	
15.	Annex 9 – Checklist (List of required Documents to be submitted)	Acknowledgement of the annex 9 (fully filled and signed).	