



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

Enhancing Teaching, Learning, and Graduate Employability through
University-Enterprise Cooperation

610265-EPP-1-2019-1-HR-EPPKA2-CBHE-JP

Invitation to Tender

Equipment for Liaison Offices and IT Labs

May 2020

www.elegant-project.eu



Dear Sir / Madam,

We kindly request you to submit your tender for the **supply of Equipment for liaison offices and IT labs in two universities (Modern University for Business and Science + Beirut Arab University) in Lebanon**. This process is within the framework of Elegant Project “**Enhancing Teaching, Learning and Graduate Employability through University-Enterprise Cooperation**”, 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 **one** of the following means not later than **June 30, 2020 at 12 noon (Beirut Local Time)**:

- a) **by email to bkaissi@mubs.edu.lb 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 MUBS (Beirut Campus – Spears – Abdel Kader street – Telephone : 01371885) or BAU (Beirut Campus – Tarik El Jadida – Telephone : 01 300110) - Office of International Affairs. The Offices are open from 8:30am to 4:00pm Monday to Friday excluding holidays.



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Part I - Project Presentation

1.1 About ELEGANT

This project aims to enhance university enterprise cooperation in JO and LB in order to improve the teaching and learning experience of students and enhance the employability of graduates. The project responds to the widely recognized problem that university graduates often lack the employability skills needed by employers and, in addition, their knowledge in the field of ICT is behind the state of the art and below that of companies they want to work in. The project involves upgrading and updating the capacities of University staff and improving the curricula of at least ten subjects in each university. Study periods to EU universities will be arranged to provide the updating and upgrading opportunities for Jordanian and Lebanese academic and technical staff during which they can improve their own knowledge of the latest developments in their subjects and also upgrade the curricula of their subjects. The upgrading of curricula consists of enhancing both the scientific and technical skills of students as well as their employability skills. EU universities have been engaged in serious discussions about graduate employability and partner country staff can learn a great deal from this experience and take steps to produce 'work ready' graduates. EU staff will support the upgrading of curricula and engage in teaching in JO and LB institutions and help the internationalization agenda.

1.2 Elegant partners – Project Consortium

University of Dubrovnik – Croatia (Coordinator)

Universita Polytechnica delle Marche – Italy

Staffordshire University – UK

Psicoglobal Co. – Portugal

Modern University for Business and Science – Lebanon

Beirut Arab University – Lebanon

Syndicate of Computer Sciences – Lebanon

Jordan University for Science and Technology – Jordan

Al Balqa Applied University – Jordan



Princess Sumaya University for Technology

– Jordan

The Information and Communications Technology Association of Jordan –
Jordan

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 ELEGANT 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 **June 30, 2020 at 12 noon (Beirut Local Time)**:

- a) **by email to bkaissi@mubs.edu.lb 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 proof of submission, signed and dated by the receiving person at MUBS (Beirut Campus – Spears – Abdel Kader street – Telephone : 01371885) or BAU (Beirut Campus – Tarik El Jadida – Telephone : 01 300110) - Office of International Affairs. The Offices are open from 8:30am to 4:00pm Monday to Friday excluding holidays.

In all cases, please add the below reference:

**ELEGANT Erasmus+ Project – “Invitation to Tender -
Equipment for Liaison Offices and IT Labs”**



As mentioned above, the deadline for submission of tenders is June 30, 2020 at noon (Beirut 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 Lebanon at the time of this tender, the total value of the offer (VAT exclusive) should not exceed 95000 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 (June 30, 2020 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 two universities in Lebanon. Delivery charges must be included in the offer if applicable. Two universities are involved in this call for tender, namely:

Modern University for Business and Science, Lebanon

Beirut Arab University, Lebanon

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 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 ELEGANT 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. Laptops (quantity = 4):

CPU: 10th generation Intel Core i7 | Graphics: Intel Iris Plus | RAM: 16GB | Screen: 15.6-inch FHD (1,920 x 1,080) – 4k (3840 x 2160) | Storage: 512 M2 SSD – With 1 TB HDD.

2. All in one Photocopier (Quantity = 2):

Color Laser Multi-Functional Printer:

Printing, scanning, copying, and faxing.

- Impressive print speed of 45 ppm at a
- Resolution of 600 x 600 dpi and comes with a
- 550-sheet paper cassette and a 100-sheet stack bypass tray, print a wide variety of different-sized documents up to 8.5 x 14".
- USB 2.0, Ethernet, and Wi-Fi connectivity offer various options across a multitude of platforms, including printing from mobile and Cloud-based services and applications.

3. PCs (quantity = 80):

Screen: 24.5 Inch

CPU: Intel Core i7-9700 | **GPU:** AMD R9-390 | **RAM:** 16GB DDR4 | **Storage:** 512 SSD + 1TB HDD.

4. DATA SHOW (quantity = 2):

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



5. Server (quantity = 2):

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

- Enterprise server.
- Processors: Dual (2) 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