Title: “PROVISION OF PREPAID CARDS (ALFA & MTC TOUCH)”
Reference ITB Number: SER/007/2020
Office: UNRWA – Lebanon Field Office
Date of Issue: Wednesday, 29 April 2020
Deadline for Receiving Queries: Friday, 01 May 2020
Responses to Queries: Monday, 04 May 2020
Closing Date: Wednesday, 06 May 2020 at 12:00 noon local Beirut Time
Duty Station: Lebanon
Targeted Supplier: Local Suppliers

Dear Bidder,

UNRWA Lebanon Field Office hereby solicits your bid for the delivery of requested services as per attached Annexes.

To enable you to submit a bid, please find attached below the Invitation to Bid (ITB), including:

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<th>Annex</th>
<th>Description</th>
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<td>A</td>
<td>General Conditions</td>
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<td>B</td>
<td>Instructions to Bidders</td>
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<td>C</td>
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<td>D</td>
<td>Bid Sheet</td>
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<td>E</td>
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<td>Contractor Relevant Experience</td>
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For queries, please send through e-mail address: FPLO-LEB@UNRWA.ORG before the ITB deadline for receiving queries.

The bid must be delivered via e-mail on/or before Wednesday, 06 May 2020, at 12:00 noon Beirut local time to the below mentioned e-mail address:

etendering@unrwa.org

Bidders are requested to:

 Fill in the bid sheet, registration & relevant experience forms
 Sign all the annexes
 Submit bid in accordance with the attached conditions and tendering documents.

Important Note to bidders:
In case of contract award and further to UNRWA’s contractual commitments to donors, the Agency will publish the following information on line with regards to the procurement contract awarded to you: title of the contract/project, nature and purpose of the contract/project, your name and address, and amount of the contract/project. If you have substantial concerns that publication of this information would harm your rights or interests, please inform UNRWA before Wednesday, 06 May 2020.

All bidders must visit the below links in UNRWA’s website in relation to the below issues:
UNRWA Procurement Policy:
https://www.unrwa.org/procurement/policy
UN Suppliers Code of Conduct:
https://www.unrwa.org/procurement/suppliers
Message on UNRWA’s right to publish awarded contract details online:
https://www.unrwa.org/procurement/tenders

Jayne Ekema
Head, Field Procurement and Logistics Officer/Lebanon