

## COUNCIL FOR DEVELOPMENT & RECONSTRUCTION

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

**To :** **FROM :** COUNCIL FOR DEVELOPMENT  
AND RECONSTRUCTION  
BEIRUT - LEBANON

**FAX NO. :** **FAX NOS. :** (961-1) 98 12 52 / 3

**SUBJECT :** Request for Quotation for the **REF. :** 960/1  
Procurement of a New Server,  
Server Deployment and  
Virtualization Migration

**DATE :** 23/05/2025 **No. OF PAGES :** (4) INCLUDING COVER  
SHEET

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Dear Sir,

1. The COUNCIL FOR DEVELOPMENT AND RECONSTRUCTION (CDR), as executing agency acting for and on behalf of the GOVERNMENT OF LEBANON, hereby invites quotations from IT Firms for the procurement of “**A New Server, Server Deployment and Virtualization Migration**” for CDR IT Department. More details on the Services are provided in **Annex 1- Purchasers’ Requirements**, attached to the Request for Quotations (RFQ). You may collect the Request for Quotation (RFQ) from the Council for Development and Reconstruction (CDR) – Legal Affairs Division – Tenders Department – Tallet El Serail – Beirut – Lebanon, free of charge, and during normal working hours, upon presentation in person of one of your representatives of a copy of this facsimile message to the employee in charge at the Tenders Department.

#### **Manufacturer’s Authorization**

2. A Bidder that does not manufacture or produce the Goods it offers to supply shall submit a Manufacturer’s Authorization using the form included to this RFQ to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Purchaser’s Country.

#### **Validity of Quotations**

3. The validity of quotations shall not be less than 126 days from the date of submission of the quotation/offer.

#### **Quoted Price**

4. The Bidder shall quote its total price using the forms provided in the Bidders’ Quotation Form in Annex 2.
5. The Financial offer shall not be adjusted for foreign and/or local inflation during the execution of the contract.

## **COUNCIL FOR DEVELOPMENT & RECONSTRUCTION**

6. You shall quote your price in United States Dollars. The approved currency for this contract is the United States Dollars.

7. Applicable taxes for this contract are:

- a- A stamp duty of 8 per 1000 of the value of the contract including the value of income taxes as indicated in the Request for Quotations (RFQ), applicable on Local Consultants and Foreign Consultants,

The tax liability for the suppliers 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.
- VAT is not applicable according to Law 379/2001.
- The Bidder will make his own arrangements to pay his annual income tax and stamp duty on this contract to the Lebanese Ministry of Finance (MOF).

“Information on the Supplier’s tax obligations in the Client’s country can be found [www.finance.gov.lb](http://www.finance.gov.lb)

### **Clarifications**

8. Any clarification request regarding this RFQ may be sent in writing as follows:

For any questions or clarifications, please contact:

Council for Development and Reconstruction (CDR)

Tenders Department

Tallet el Serail – Beirut – Lebanon

Contact Name: Ghinwa Haddad (Head of Tenders Department)

Email Address: [ghinwah@cdr.gov.lb](mailto:ghinwah@cdr.gov.lb)

Phone Number: +961-1-970452

Facsimile Number: +961-1-981255

The Purchaser will forward copies of its response to all Bidders including a description of the inquiry but without identifying its source.

### **Submission of Quotations**

9. Quotations shall be submitted in the form attached at Annex 2.

10. The deadline for submission of Quotations is at 12 o'clock noon Beirut local time on Wednesday, June 11<sup>th</sup>, 2025.

11. The submission of Quotations is as follows:

Format: Quotations should be submitted in hard copy format placed in a sealed envelope, bearing the following information:

Council for Development and Reconstruction

Tenders Department

Tallet el Serail – Beirut – Lebanon

## COUNCIL FOR DEVELOPMENT & RECONSTRUCTION

Quotation for the Procurement of Infrastructure, Network and Security Support Services for one year  
Do Not Open before 12 o'clock noon Beirut local time on ----- (*insert the date of the deadline for submission of Quotations*)

Method of submission of quotations will be in person and by hand at the Council for Development and Reconstruction, at the Tenders Department office designated for this purpose.

### **Evaluation of Quotations**

12. Quotations will be evaluated to ensure compliance with the Technical Specifications, Delivery and Completion Schedules and any other requirements of the RFQ.
13. The evaluation of prices shall not take into account taxes levied in connection with the sale or delivery of goods (if any).
14. The lowest evaluated price will be determined after correcting any arithmetic errors and other specified adjustments, if any.
15. Quotation will be evaluated for the whole packages under this RFQ. If a Price Schedule shows items listed but not priced, their prices shall be assumed to be included in the prices of other items. An item not listed in the Price Schedule shall be assumed not included in the Quotation, and provided that the Quotation is substantially responsive, the average of the item price as quoted by substantially responsive Bidders will be added to the Quoted Price and the equivalent total price of the Quotation so determined will be used for price comparison.

### **Contract Award**

16. The Contract will be awarded to the Bidder who:
  - (a) is eligible and offers eligible Goods;
  - (b) offers the lowest evaluated price/s,
  - (c) technically compliant quotation, and
  - (d) guarantees delivery, in accordance with the delivery period/s.
17. The Purchaser shall invite the successful Supplier/s for any discussion/ that may be needed to conclude the contract or otherwise for contract signature.
18. The Purchaser shall publish a contract award notice on its website with free access and on the PPA website, within 15 days after award of contract. The information shall include the name of the successful Supplier, the Contract Price, the Contract duration, summary of its scope and the names of the Suppliers and their quoted and evaluated prices.

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### Submission of Offers

19. Please submit your Offer to the address stated in bullet (11) above not later than the deadline for submission of Quotations as stated in bullet (10) above, using the forms attached in Annex 2.

### Terms and Conditions

20. **Non-Disclosure and Confidentiality:** All information shared during the proposal process must remain confidential. Vendors are required to sign a non-disclosure agreement.
21. **Compliance Requirements:** Proposals must adhere to all relevant data protection regulations.
22. **Contract Duration:** The Supply agreement is intended for a duration of **Two months as follows:**

23. List of Items and Delivery Schedule			
	Description	Quantity	Delivery Schedule
1	New Server (As specified)	1	One month following the date of effectiveness the Contract.

List of Services and related Duration		
	Description	Duration
1	Server Deployment and Virtualization Migration	One month following the Delivery of the Server.

CDR looks forward to your proposal and thanks you for your interest in partnering with us to enhance our network security and IT infrastructure.

Yours sincerely,

**Council for Development  
and Reconstruction  
President**

**Nabil A. El-Jisr**