



INVITATION TO TENDER

Procurement Reference Number **7-03.05.2023- CCIAS ES**

Microfinance Peer to Peer Consultancy Service

The Chamber of Commerce, Industry and Agriculture of Saida and South Lebanon, Lebanese partner of the ReSt@rts Project is looking for a Microfinance Peer to Peer Consultant.

The consultant is responsible for creating a virtuous system of disseminating the knowledge produced to support MEDST@rts and other ENI CBC MED projects' beneficiaries in developing their own businesses and capitalize on it for future beneficiaries.

Interested tenderers can send their tenders as per tender specification and TOR to chamber@ccias.org.lb and cc to restarts@ccias.org.lb

Instruction for submitting tenders and TOR are below.

Deadline for submission of tender: 17 May 2023, 16:00 pm





Instructions

1. General Information:

Subject of the contract: Provision of Technical services as indicated in the TOR

Deadline for submission of the tenders: The tender shall be submitted no later than 17 May 2023 at 16:00 EET.

Address and means for submission of the tenders: The tenderers shall submit their tenders using the **sample submission form available in Part 2 of this tender dossier**. The tender shall be submitted in 1 (one) original. In case of e-mail submission, the tenderer may provide a scanned original.

If delivery by post or courier, the tenders shall be submitted in two separate envelopes:

- **envelope one** for the tenderer's information, the tenderer's statement and the technical offer and
- **envelope two** for the financial information.

An envelope including both envelopes will contain the following information at the external part:

Name and address of the contracting authority

Title of the tender

Reference number

Name and address of the tenderer





If delivery by e-mail, the message shall clearly indicate:

Title of the tender

Reference number

Name and address of the tenderer

The tender submission form and any supporting documentation shall be provided as attachments to the e-mail.

2. Technical Information:

The tenderers are required to provide services as per TOR. In the technical offer, the tenderers will indicate more details on the deliverables and the required time frame.

3. Financial Information

The maximum available value of the contract is **23000** EUR or its equivalent in national currency.

4. The selection criteria:

The award criterion is the best value for money, weighing 80% technical quality and 20% price.





Template model:

1. TENDERER'S INFORMATION

Offer submitted by:

Name of legal entity or individual submitting the tender	
Address	
Legal registration number (if applicable)	

Contact person:

Name	
Telephone	
e-mail address	

2. TECHNICAL OFFER

Please provide details on the offered services by using the table below.

No.	Title of item	Description	Proposed timeframe	Required Inputs

3. FINANCIAL OFFER





The total price for the offered services/works is <XX.XXX,XX><EUR >. The offered price includes the execution/delivery of the items described in the technical offer, as well as all the related incidental costs, such as transport, logistics, etc. when required.

Please include a detailed breakdown, in accordance with the items in the technical offer. For fee-based service contracts, including the number of expert days and the daily fees, as well as the breakdown of the incidental costs.





Term of Reference

Post Title: Microfinance Peer to Peer Consultancy Service

Project Name: Reinforcing Med Microfinance Network System for Start-ups (ReSt@rts)

Duty station: Chamber of Commerce, Industry and Agriculture in Sidon and South Lebanon

Duration and Assignment: 115 working days (at least 460 hr.) over a period of around five months

Expected starting date: May 2023

Background

As a partner in the ReSt@rts project, the Chamber of Commerce, Industry and Agriculture in Sidon and South Lebanon (CCIAS) is implementing the project activities in Lebanon. ReSt@rts - Med Microfinance Network System for Start-ups – the project is funded with € 1,106,559.76 by the European Union's ENI CBC Med Programme and implemented between 20/09/2021 and 19/09/2023 in Italy, Greece, Cyprus, Tunisia, Palestine and Lebanon by a partnership of 8 organizations.

ReSt@rts addresses young people with the aim to increase employment opportunities and improve the living conditions of the vulnerable population. The objective of the intervention is to create continuity for the previous project MEDSt@rts with an approach to foster ethical and solidarity finance and public-private collaboration, it is intended to bring support to entrepreneurs generally not bankable through the instruments of microfinance, with the structuring of a Marketplace platform and technical assistance service.

Scope of work:





The Peer to Peer Consultancy Service provider will create a system in which the beneficiaries of MEDSt@rts and other ENI CBC MED projects' beneficiaries will offer support to other aspiring entrepreneurs that will join the Marketplace Platform. Participants will provide professional counseling and advice for other aspiring entrepreneurs, focusing on sharing experiences, skills training, and business guidance, professional contacts, or problem solving. They will have a personal account on the Market Place Platform through which other aspiring entrepreneurs will be able to get in contact with them and easily communicate with them.

Output

- Support beneficiaries in joining the Market Place Platform by offering tailored training and guidance.
- Engage beneficiaries from MEDST@rts and other ENI CBC MED's previous projects for inspiring people to participate in activities on the Market Place Platform
- Connect previous beneficiaries with new beneficiaries through organizing seminars, speed meetings, testimony talks ...
- Encourage matching between aspiring entrepreneur and already existing entrepreneur to share their experience.

Deliverables

- Video Recording of the meetings, other related activities Photos
- Attendance sheet
- Training material for beneficiaries
- Program and minutes for local debate sessions
- Progressive and final activity reports

Qualification, Knowledge and Experience

- At least a Bachelor degree in Economics, Finance, Business Administration, social science or any other relevant field.





- Additional certifications related to P2P consultancy activities is and added value.
- Extensive experience with counseling and advising new entrepreneurs.
- Extensive experience in team working, team building and networking with key stakeholders.

