20

# CODE: ICU/LEB/TENDER06/SERVICECONTRACT

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1. **BACKGROUND INFORMATION**

## Partner country

Lebanon

## Contracting authority

ICU (Istituto per la Cooperazione Universitaria Onlus) Lebanon

## ICU Lebanon Country background

ICU is a non-profit organization established in 1966 that carries out development projects in countries with limited resources and promotes their self-development. The fundamental principle that guides ICU in pursuing its objectives is the focus on the dignity of human beings, understood as subjects accustomed to learning and responsible for their own future and for that of the community they live in. The purpose of ICU is to promote self-development in the countries in which it operates. This is why it always implements activities that strongly rely on education and training of local population and institutions. In fact, capacity building, understood as transfer of technology, methodology and know-how, is a fundamental component of ICU strategy in its relations with local partners. The technical assistance the Institute provides through its projects is always aimed at improving local skills and operational capabilities. ICU has so far realized about 500 Cooperation and Development projects in 44 countries for a total budget of 160 million euro. The Middle East Region is a strategic area for ICU activity, and one in which most of its projects are implemented. ICU has been working in Lebanon since 1994, and is officially registered in the country. Since then, ICU has developed a solid network of contacts and collaborations with various local and national authorities and NGOs. ICU has been working in different sectors: agricultural development and food sector development, water management and irrigation; livelihoods improvement, education with schools rehabilitation and support to educational services provision and refugees support; health services and energy.

## Current situation in the sector

The economic/financial, employment, political and social crisis in which Lebanon finds itself today has among its main causes the problem of energy: about half of the public debt (source: ISPI, 2020) has been generated over the decades by the unsustainable management of energy by the highly politicised public system, leading to Lebanon's financial default in 2019. The consequences in terms of inflation and rising poverty, unemployment (another major problem in Lebanon today), blockage of the political system, social protest and collective distrust are evident today.

Any development prospects for Lebanon must therefore necessarily include a sustainable solution to the energy problem. This initiative responds to the challenge of **encouraging an energy transition** that is itself **a driver of real economic development**, **employment inclusion** and **environmental sustainability**.

This initiative does this by:

* Promoting the development of green businesses: precisely because the centralised energy management is unreliable and inefficient, green solutions are more promising; it is a question of supporting them in terms of better structuring, access to credit and growth.
* Training of the necessary skills and professional profiles: paradoxically, there are companies that are looking for employees and cannot find them, and training centres that train people who cannot find any work.
* The promotion of an enabling regulatory and institutional environment: in particular, policies in favour of green investments are needed (e.g. regulation of EPC-Energy Performance Contracting), in order also to foster a renewed relationship of trust at country level.

# OBJECTIVE, PURPOSE & EXPECTED RESULTS

## Overall objective

The overall objective of the project of which this contract will be a part is to support SMEs in defining their green business strategies.

## Purpose

The purpose of this contract is to establish an agreement between ICU Lebanon and the contractor in order to support SMEs in defining their green business strategies and other assigned tasks in the contract.

## Results to be achieved by the contractor

Result 1: Train and support SMEs in defining their green business strategies.

Result 2: Guide SMEs on ways to implement such strategies

Result 3: Offer SEMs a online tool for their green performance assessment

Result 4: Offer SMEs the opportunity to obtain an international green business certification and certify them accordingly

This aims at improving their overall business and purpose, and increasing their opportunities to attract private investors

# ASSUMPTIONS & RISKS

## Assumptions underlying the project

The following assumptions underlies the project:

1. General economic growth is stable, enabling SMEs to maintain a sustained capacity to invest;
2. Financial institutions continue to show interest for supporting sustainable businesses
3. Interest of the public and of the institution in sustainable business remains high, encouraging SMEs to invest in sustainable operations not only for cost saving but also as a means to promote their brand;

## Risks

The risks that the project might face are as follow:

1. Political and socio-economic instability persist in Lebanon;
2. Banking system situation rendering the market with no available access to green funds;

# SCOPE OF THE WORK

## General

* + 1. **Description of the assignment**
		2. The scope will be divided as follow:
1. Item 1: Provide a general training on green businesses including:
	* The business case for green buildings
	* Purposeful businesses
	* Sustainability leaders
	* Overview of SDGs
	* Overview of GRI
2. Item 2: Develop a roadmap on “how to create a sustainability program and incorporate it into a business strategy”
3. Item 3:  Provide an online Environmentally Sustainable Business Assessment tool including a planner that guides SMEs on how to prioritize and meet green criteria.

Areas to be covered include

* + General Prerequisites
	+ Business Practices
	+ Office Space
	+ Bathrooms and Break Rooms
	+ Copying and Printing
	+ Outdoor and Transportation
	+ Community Involvement
	+ Business specific (if applicable)
	+ Working remotely
1. Item 4: Offer all SMEs a recognized international 3rd Party Green Business Certification (subject to their successful implementation of green strategies), including the certification fee valid for a minimum of one year
2. Item 5: Provide marketing collaterals that help SME share and promote their achievements

### Geographical area to be covered

All Lebanon.

### Target groups

The target groups are: 50 Lebanese SMEs from various sectors of activities.

* 1. **Project management**

### 4.2.1. Responsible body

ICU will be responsible for managing the contract

### 4.2.2. Management structure

The ICU project manager will be involved in the decision-making process and if needed there will be an identified external project committee to evaluate the technical and financial proposal requirement.

# LOGISTICS AND TIMING

## Location

The implementation of the activities is conducted online through an online platform.

## Start date & period of implementation of tasks

The intended start date is January 2024 and the period of implementation of the contract will be three months from this date. Please see Articles 19.1 and 19.2 of the special conditions for the actual start date and period of implementation.

# REQUIREMENTS

## Staff

Note that civil servants and other staff of the public administration of the partner country, or of international/regional organizations based in the country, shall only be approved to work as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

### Key experts

**Key expert 1: Team leader** Qualifications and skills Minimum requirements:

* Bachelor Degree in Business or equivalent in relevant professional experience

and

* International Certificate in Carbon Auditing / Sustainability

Preferred requirements:

* + - * Advanced level of understanding business strategy
			* Advance level of understanding of sustainability
			* Experience in developing and implementing sustainability strategies
			* Knowledge of carbon auditing and reporting
			* Strong written and oral communication skills in English, including report development, writing and editing
			* Positive, respectful attitude and collaborative approach to problem solving
			* Attention to detail; ability to follow EU procedures, meet deadlines and work independently as well as cooperatively with team members
			* Knowledge and understanding of the current political, economic, cultural and historical context of Lebanon

## Office accommodation

The development of the activities doesn’t require a presence at the ICU office in Lebanon and it can be implemented online.

## Equipment

No equipment is to be purchased on behalf of the contracting authority / partner country as part of this service contract or transferred to the contracting authority / partner country at the end of this contract. Any equipment related to this contract which is to be acquired by the partner country must be purchased by means of a separate supply tender procedure.

### Financial

The contract is a lump sum, considering the effective final number of SMEs not to exceed 35.

# REPORTS

## Reporting requirements

There is no reporting document required by the contractor

# MONITORING AND EVALUATION

## Definition of indicators

Provision of technical assistance in terms of green business plan and certify up to 50 SMEs depending on the latter fulfilling the requirements of the training.

Definition: Support SMEs in defining their green business strategies program, on technical and business aspects designed and delivered