

Printing Materials & Services Tender – Lebanon

British Council is seeking to sign framework agreements with 2 preferred suppliers for printing and related services across Lebanon. As and when needed, the British Council will contact both suppliers and provide, in writing, detailed information about the needed Services and/or Goods. Printing Materials to include office stationery printing, printing of documents and advertising materials, printing of graphic materials, and printing of big books.

The Contract awarded will be for duration of Two years with an option for an extension for up to an additional 12 months.

If you are interested, please find the following link where details of the tender are available in addition to all documents that can be downloaded.

<https://in-tendhost.co.uk/britishcouncil/aspx/ProjectManage/1229>

In order to view and apply for the tender please follow below steps;

- 1- Create a log in on Intend Portal - Please note that only yellow fields are mandatory for registration information on the portal.



The screenshot shows the login interface for the British Council's electronic tendering process. At the top left is the British Council logo. A navigation bar contains links for Home, Buyers Profiles, Tenders, Contracts, Register, and Help. Below the navigation bar, there are two input fields: 'e-Mail Address :' and 'Password :'. To the right of these fields is a red banner with white text: 'AS ONE OF OUR SUPPLIERS, WE NEED TO MAKE SURE YOU RECEIVE OUR EMAIL NOTIFICATIONS REACH YOUR INBOX PLEASE ADD OUR EMAIL DOMAIN @IN-TENDORGANISER.CO.UK TO YOUR SAFE SPAM FILTER SETTINGS. THANK YOU'. Below the input fields is a 'Login' button. At the bottom of the page, there is a blue banner with white text: 'Welcome to the British Council electronic tendering process'.

2- Click on **Current** under **Tenders Tab**;



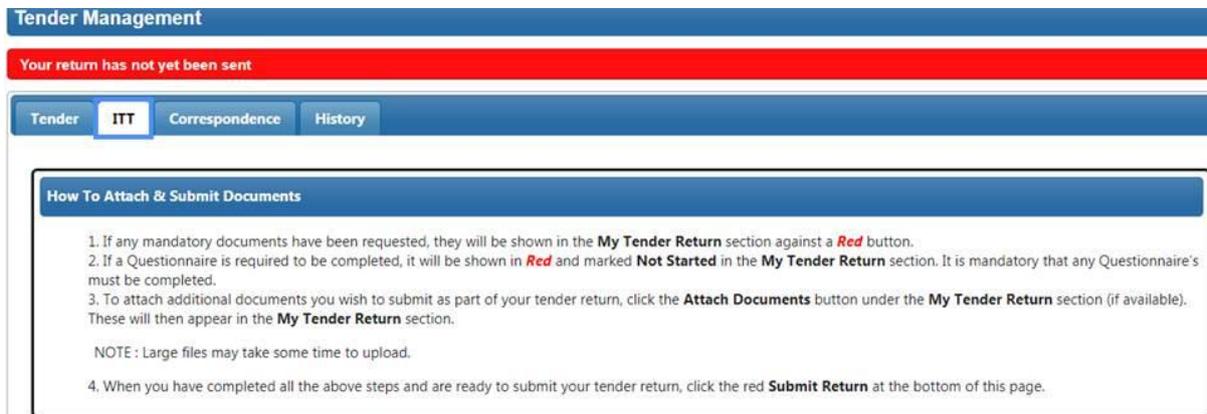
3- Click on the project title



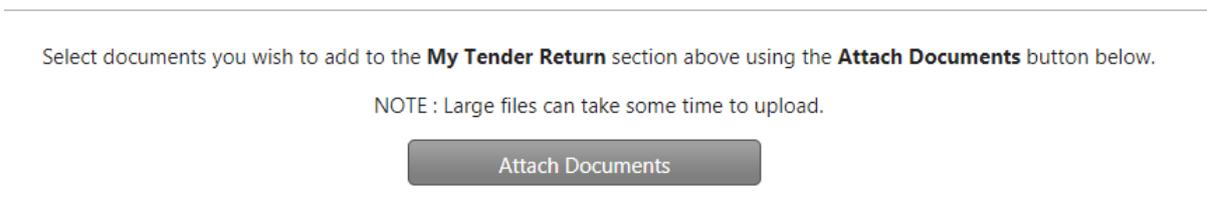
4- Click on **Express Interest** button at bottom



5- You will be able to view all the Project Details and documents under **ITT**



6- In order to submit your proposal, attach your **proposal and Bid Value** click on **Submit Return** button.



7- In case you want a clarification please send your correspondence to us by clicking on **Correspondence Tab**

