



TERMS OF REFERENCE (ToR)

Procurement of Safety Shoes

1. Background

The organization intends to procure safety shoes for use by employees involved in construction, road works, workshops, and other operational activities. The safety shoes shall comply with applicable international standards

2. Objective

The objective of this bidding process is to select a qualified supplier to provide high-quality, durable, and compliant safety shoes at competitive prices, ensuring employee safety and comfort.

3. Scope of Supply

The successful bidder shall be responsible for:

- Supplying safety shoes in the required quantities and sizes as specified in the initial purchase request.
- Entering a **one (1) year framework agreement**, under which orders will be placed on an as-required (request-based) basis throughout the contract period.
- The unit rates quoted by the successful bidder shall remain fixed and unchanged throughout the entire one (1) year contract period. No price revisions, adjustments, or escalations will be permitted regardless of fluctuations in market prices, material costs, labour costs, or any other factors.
- Ensuring compliance with specified technical standards
- Providing product certification
- Delivering items to the designated location
- Providing warranty

4. Technical Specifications (Minimum Requirements)

The safety shoes shall meet the following minimum specifications:

4.1 Standards

- EN ISO 20345 or equivalent
- Minimum safety class: S3 (preferred for road and construction works)

4.2 Explanation of Safety Classes (EN ISO 20345)

- S1: Safety toe cap (200J), anti-static, energy absorption at heel, oil & fuel resistant sole. Suitable for dry indoor environments only.

- S2: All S1 features plus water-resistant upper. Suitable for wet conditions without sharp object hazards.
- S3: All S2 features plus penetration-resistant midsole and cleated outsole. Suitable for construction, road works, and heavy-duty outdoor environments.

4.3 Safety Features

- Steel or composite toe cap (impact resistance 200 Joules)
- Anti-penetration midsole (steel or composite)
- Slip-resistant outsole
- Anti-static properties
- Oil and fuel-resistant sole
- Water-resistant upper

4.4 Material & Design

- Upper: Genuine leather or equivalent high-durability material
- Sole: polyurethane or rubber
- Closure: Lace-up or Zip (as specified)
- Color: Black (unless specified otherwise)

4.5 Sizes

- Full size range: EU 36 – 49 (or equivalent)

5. Quantity

Quantities will be specified in the Bill of Quantities (BOQ). The organization reserves the right to increase or decrease amounts based on actual requirements.

6. Sample Requirement

Submission of samples is mandatory.

- Bidders shall submit at least one (1) sample of each offered safety shoe model together with their bid.
- Failure to submit the required sample(s) on the bid submission shall result in the bid being considered non-responsive and disqualified from further evaluation.
- Samples will be evaluated for comfort, quality, and compliance
- Samples may be retained for comparison and testing

