

Request for Quotation

DAI, implementer of the USAID funded Appui à la Valorisation du Potentiel Agricole du Nord, à la Sécurité Economique et Environnementale (AVANSE) project in HAITI, invites qualified vendors to submit quotations to supply and deliver

Rivers Physical Survey / Cross Sections, as follows:

1. RFQ No.	RFQ-AVANSE-2017-02
2. Issue Date	October 11, 2017
3. Title	North & Northeast Rivers Physical Survey / Cross Sections
4. Issuing Office & Email/Physical Address for Quotes	AVANSE 2, Rue Gérard Babiole, Haut du Cap, Cap Haïtien Email : avanse_subcontracts@dai.com
5. Deadline for clarifications and questions	October 16, 2017
6. Deadline for Receipt of Quotes.	October 20, 2017
7. Period of Performance	Five weeks after Purchase Order signature
8. Point of Contact	AVANSE Subcontracts Department Email : avanse_subcontracts@dai.com
9. Anticipated Award Type	Most likely a Firm Fixed Price Purchase Order. Issuance of this RFQ in no way obligates DAI to award a subcontract or purchase order and Bidders will not be reimbursed for any costs associated with the preparation of their quote.
10. Basis for Award	An award will be made to the responsible bidder whose bid is responsive to the terms of the RFQ and is most advantageous to DAI, considering price or/and other factors included in the RFQ. To be considered for award, bidders must meet the requirements identified in Section 14, "Determination of Responsibility". No discussions or negotiations are permitted with bidders, and therefore bidders shall submit their best and final price.
11. General Instructions to Bidders	<ul style="list-style-type: none"> • Late offers will be rejected except under extraordinary circumstances at DAI's discretion. • Bidders shall submit quotes electronically or hard copy at the following addresses: <ul style="list-style-type: none"> - avanse_procurementbids@dai.com Or - 2, Rue Gérard Babiole Haut-du-Cap, Cap-Haïtien • Bidders shall complete, sign and date Attachment A: Price Schedule template. • These services are eligible for VAT exemption and are import duty free under the DAI prime contract.
12. Questions Regarding the RFQ	Each Bidder is responsible for reading very carefully and understanding fully the terms and conditions of this RFQ. All communications regarding this solicitation are to be made solely through the Issuing Office and must be submitted via email or in writing delivered to the Issuing Office no later than the date specified above. All questions received will be compiled and answered in writing and distributed to all interested Bidders.
13. Technical Specifications and requirements for Technical Acceptability	The Scope of Work requirements for the services to be rendered are detailed in the Scope of Work – attachment C.
14. Determination of Responsibility	DAI will not enter into any type of agreement with a vendor prior to ensuring the vendor's responsibility. When assessing a vendor's responsibility, the following factors

	<p>are taken into consideration:</p> <ol style="list-style-type: none"> 1. Copy of registration document in Haiti (see 15 below) delivered by Haitian Authority 2. Valid Patente fiscal, Identification number (NIF) 3. Evidence of a DUNS number (explained below). 4. The source, origin and nationality of the services are not from a Prohibited Country. 5. CV or Resume of the Surveyor Chief 6. Past performance record for similar works 7. Price schedule, see Attachment-A 8. Work Schedule 9. Bid validity period.
15. Geographic Code	<p>DAI must verify the source, nationality and origin, of goods and services and ensure (to the fullest extent possible). Under the authorized geographic code 937 for its contract DAI may procure goods/services from the United States, Haiti, on the "Developing Countries" list: (http://www.usaid.gov/policy/ads/300/310maa.pdf)</p> <p>DAI may need to seek approval from USAID, to purchase services from firms other than those listed above, including those on the "Advanced Developing Countries" list, (https://www.usaid.gov/sites/default/files/documents/1876/310mab.pdf). Vendors are informed that this approval may take weeks/months to obtain.</p> <p>DAI may NEVER procure any goods or services from prohibited countries listed by the Office of Foreign Assets Control (OFAC) as sanctioned countries. The current list of countries under comprehensive sanctions include: Cuba, Iran, North Korea, Sudan, and Syria. DAI is prohibited from facilitating any transaction by a third party if that transaction would be prohibited if performed by DAI. By submitting a quote in response to this RFQ, Bidders confirm that they are not violating the Prohibited Countries restriction, and shall disclose their registration of their country.</p>
16. Data Universal Numbering System (DUNS)	<p>All U.S. and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$25,000 and above are required to obtain a DUNS number prior to signing of the agreement. Organizations are exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. DAI requires that Bidders sign the self-certification statement if the Bidder claims exemption for this reason.</p> <p>If this applies to your proposal/organization, you may request Attachment C: Instructions for Obtaining a DUNS Number, or Attachment D: Self-Certification for Exemption from DUNS Requirement</p>
17. Compliance with Terms and Conditions	<p>Bidder shall be aware of the general terms and conditions for an award resulting from this RFQ. The selected Bidder shall comply with all Representations and Certifications of Compliance listed in Attachment B.</p>
18. Procurement Ethics	<p>By submitting an Bidder, Bidders certify that they have not/will not attempt to bribe or make any payments to DAI employees in return for preference, nor have any payments with Terrorists, or groups supporting Terrorists, been attempted. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Bidders or the DAI staff may report violations to the Toll-Free Ethics and Compliance Anonymous Hotline at +1 855-603-6987, via the DAI website, or via email to FPI_hotline@dai.com.</p>

Attachment A: Schedule of Deliverables/Price Schedule

Item #	Deliverable Name	Requirements for acceptance	QTY	Anticipated Delivery Date after award	Fixed Unit Price HTG	Total Price HTG
1	All X-sections shall be drawn in AutoCAD;	<p>Accuracy and Closure: DTM Vertical and Horizontal Control / Closure: 95% of all checked horizontal and vertical distance measurements shall be accurate to a 10mm +/- tolerance. All angular error shall be no greater than six (6) +/- seconds. The Consultant shall also provide DAI/AVANSE a proof of survey elevation accuracy.</p>	1			
2	Google Earth KMZ files	<p>X-Section Control Points and Temporary Bench Marks (one each river): Each river shall have one TBM set in a location as approved by DAI/AVANSE with the idea being to establish the actual elevation of all the cross sections. Therefore this single TBM should be located near another GOH or some project (T)BM whose elevation can be checked if possible. If neither of these are possible, the DAI.AVANSE engineer will direct the surveyor where to locate this TBM.</p> <p>Each X-Section elevation control point shall be referenced to the “One River TBM.” Each of these control points and the “One River TBM” will be referenced to two permanent man made or natural permanent reference points for (horizontal control). Each reference shall include a chained distance less than 25 m and a sketch that illustrates how to find or set the TBM and the control point.</p>	1			
3	ArcGIS File	<p>Drone Topographic Surveys: In the event the survey will be done by a drone with topographic software, Surveyor will outline a plan to DAI/AVANSE for our approval that addresses accuracy and marker requirements.</p>	1			

	GRAND TOTAL IN HAITIAN GOURDES						HTG

We, the undersigned, provide the attached quote in accordance RFQ # _____ dated _____ Our attached quote is for the total price of _____ (figure and in words)

I certify a validity period of ___ days for the prices provided in the attached Price Schedule/Bill of Quantities. Our quote shall be binding upon us subject to the modifications.

We understand that DAI is not bound to accept any quotes it receives.

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Telephone:

Company Seal/Stamp:

Attachment B: Representations and Certifications of Compliance

1. Federal Excluded Parties List - The Bidder Select is not presently debarred, suspended, or determined ineligible for an award of a contract by any Federal agency.
2. Executive Compensation Certification- FAR 52.204-10 requires DAI, as prime contractor of U.S. federal government contracts, to report compensation levels of the five most highly compensated subcontractor executives to the Federal Funding Accountability and Transparency Act Sub-Award Report System (FSRS)
3. Executive Order on Terrorism Financing- the Contractor is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Contractor/Recipient to ensure compliance with these Executive Orders and laws. Recipients may not engage with, or provide resources or support to, individuals and organizations associated with terrorism. No support or resources may be provided to individuals or entities that appear on the Specially Designated Nationals and Blocked persons List maintained by the US Treasury (online at www.SAM.gov) or the United Nations Security Designation List (online at: http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml). This provision must be included in all subcontracts/sub awards issued under this Contract.
4. Trafficking of Persons – The Contractor may not traffic in persons (as defined in the Protocol to Prevent, Suppress, and Punish Trafficking of persons, especially Women and Children, supplementing the UN Convention against Transnational Organized Crime), procure commercial sex, and use forced labor during the period of this award.
5. Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions – The Bidder certifies that it currently is and will remain in compliance with FAR 52.203-11, Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions.
6. Organizational Conflict of Interest – The Bidder certifies that will comply FAR Part 9.5, Organizational Conflict of Interest. The Bidder certifies that is not aware of any information bearing on the existence of any potential organizational conflict of interest. The Bidder further certifies that if the Bidder becomes aware of information bearing on whether a potential conflict may exist, that Bidder shall immediately provide DAII with a disclosure statement describing this information.
7. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
8. Equal Opportunity – The Bidder certifies that it does not discriminate against any employee or applicant for employment because of age, sex, religion, handicap, race, creed, color or national origin.
9. Labor Laws – The Bidder certifies that it is in compliance with all labor laws.
10. Federal Acquisition Regulation (FAR) – The Bidder certifies that it is familiar with the Federal Acquisition Regulation (FAR) and is in not in violation of any certifications required in the applicable clauses of the FAR, including but not limited to certifications regarding lobbying, kickbacks, equal employment opportunity, affirmation action, and payments to influence Federal transactions.
11. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of an DAI Purchase Order to comply with the provisions of the resulting Purchase Order and with all Federal, State, and local laws and regulations in connection with the work associated therein.

By submitting a quote, bidders agree to fully comply with the terms and conditions above and all applicable U.S. federal government clauses included herein, and will be asked to sign these Representations and Certifications upon award.

Attachment C: SCOPE OF WORK

1. X-Section Locations - Four (4) Rivers – Plaine du Nord

- a. Haut de Cap River, 17 km, 16 X-Sections
- b. Grande Riviere du Nord, 26 km, 26 X-Sections
- c. Trou du Nord, 14 km, 16 X-Sections
- d. Marion River, 12 km, 16 X-Sections

74 Total X-Sections

- e. DAI/AVANSE Manager will show Surveyor where 1st X-Section is;
- f. Next and following X-Sections shall be equidistant downstream from the previous one so as to achieve the total number shown above;
- g. For estimating purposes, assume each X-Section line is 50 m across the river and 200 m each side past the top of each River bank; and
- h. Start work upstream, travel downstream.

2. Survey Specification

- a. **Nomenclature:** Each X-Section will be designated by numbers, with the first three capitalized letter of the river and then the following... X01 - X25 (Examples: GRAX001, MONX22, etc.)
- b. **Elevation Points:** Each X-Section shall consist of a minimum 20 elevation points (if the surveyor deems it can be done well with less than 20, please inform the DAI/AVANSE Manager for confirmation)
- c. **Elevation Control Points:** Each X-Section shall have one Elevation Control Point at the end of the X-section that shall be marked with a 750 mm #6 rebar driven into the ground with 100mm showing and painted day glow pink. Each marker shall also have two permanent reference points. Each marker/control point shall have a diagram that shows the reference points (tree, pole, rock) and the chained distance to the point.

Each control point shall be referenced to a master control point (TBM) on each river. Make one Control Point on Each River a Temporary Bench Mark (TBM)

- d. **Bearing of Each X-Section:** Each X-section shall be normal (perpendicular) to the flow of the river. This judgement will be by eye. The Surveyor shall do their best to make the cross section 90 degrees to the flow in the river. Each X-section then shall have a bearing. Surveyor shall record such bearing angle from true north or some other acceptable reference bearing.
- e. **Typical X-Section:** See attached diagram (not to scale). Surveyor shall record the elevation for each point. Note that there are six points where surveyor shall record specific elevations and provide written notes that show these elevations. ***Note also that the X-Section shall extend 200 m each side past the top of each river bank.***

3. Drawings and Deliverables

- a. All X-sections shall be drawn in AutoCad;
- b. Google Earth KMZ files
- c. ArcGIS File

Survey Standards

1. **Accuracy and Closure:** DTM Vertical and Horizontal Control / Closure: 95% of all checked horizontal and vertical distance measurements shall be accurate to a 10mm +/- tolerance. All angular error shall be no greater than six (6) +/- seconds. The Consultant shall also provide DAI/AVANSE a proof of survey elevation accuracy.
2. **X-Section Control Points and Temporary Bench Marks (one each river):** Each river shall have one TBM set in a location as approved by DAI/AVANSE with the idea being to establish the actual elevation of all the cross sections. Therefore this single TBM should be located near another GOH or some project (T)BM whose elevation can be checked if possible. If neither of these are possible, the DAI.AVANSE engineer will direct the surveyor where to locate this TBM.

Each X-Section elevation control point shall be referenced to the "One River TBM." Each of these control points and the "One River TBM" will be referenced to two permanent man made or natural permanent reference points for (horizontal control). Each reference shall include a chained distance less than 25 m and a sketch that illustrates how to find or set the TBM and the control point.

3. **Drone Topographic Surveys:** In the event the survey will be done by a drone with topographic software, Surveyor will outline a plan to DAI/AVANSE for our approval that addresses accuracy and marker requirements.

Typical X-Section (20 points including 6 required identified – plus measure water depth) Make X-Section Line Normal to flow Line, Take X-Section Line Bearing



