



USAID Water and Sanitation Project

Request For Proposals (RFP)

RFP-WASH-2019-02

Charpentier Water System Improvement in Les Cayes

Issue Date: May 16, 2019

WARNING: Prospective Offerors who have received this document from a source other than the USAID Water and Sanitation Project, 7 bis, Vertieres, Route ODN, Cap-Haitien Haiti, email: swsh_info@dai.com, should immediately contact swsh_info@dai.com and/or at USAID Water and Sanitation Project, 7 bis, Vertieres, Route ODN, Cap-Haitien Haiti and provide their name and mailing address in order that amendments to the RFP or other communications can be sent directly to them. Any prospective Offeror who fails to register their interest assumes complete responsibility in the event that they do not receive communications prior to the closing date. Any amendments to this solicitation will be issued and posted on JobPaw and simultaneously send to known offerors. Offerors are encouraged to check this website periodically.

Synopsis of the RFP

RFP No.	RFP No. WASH-2019-02
Issue Date	May 16 th , 2019
Title	Charpentier Water System Improvement in Les Cayes.
Issuing Office & Email/Physical Address for Submission of Proposals	USAID Water and Sanitation Project, 7 bis, Vertieres, Route ODN, Cap-Haitien Haiti, email: swsh_info@dai.com
Deadline for Receipt of Questions	May 28 th 2019 at 4:00pm.
Deadline for Receipt of Proposals.	June 21, 2019 at 12:00pm at: 48, Rue Metellus, Suite 204, Plaza GN, Pétion-Ville, Haiti Or email: Swsh_procurement@dai.com
Contact Person	USAID Water and Sanitation Project, 7 bis, Vertieres, Route ODN, Cap-Haitien Haiti, email: swsh_info@dai.com . Tél: +50929139193
Anticipated Award Type	Fixed Unit Price Subcontract Agreement.
Pre-Proposal Conference and site visit	May 24 th , 2019, beginning at 10:00am, at: Charpentier in Cayes, Haiti- Bureau OREPA Sud
Basis for Award	An award will be made based on the Lowest Price, Technically Acceptable Source Selection process. The award will be issued to the responsible Offeror submitting the lowest evaluated price that meets or exceeds the acceptability requirements for technical/non-cost factors described in this RFP.

Interested Offerors may obtain a full copy of the RFP which contains detailed instructions for preparation of the proposal. The RFP may be collected from the address and/or contact person above.

1. Introduction and Purpose

1.1 Purpose

DAI, the implementer of the USAID Water and Sanitation Project invites qualified offerors to submit proposals to supply and delivery equipment, material and construction services in support of USAID Water and Sanitation Project implementation.

1.2 Issuing Office

The Issuing Office above is the sole point of contact at DAI for purposes of this RFP is the Issuing Office. Any prospective offeror who fails to register their interest with this office assumes complete responsibility in the event that they do not receive direct communications (amendments, answers to questions, etc.) prior to the closing date.

1.3 Background

The USAID/Haiti funded USAID Water and Sanitation will work to ensure sustainable, safe, and affordable water and sanitation services to stem the spread of cholera and other water-borne diseases. The project will support the scaling of water and sanitation services, with the goal of helping 250,000 people gain access to basic water services and 75,000 people gain access to basic sanitation services. The project will initially target five communes and will focus on four core elements across three components: 1) supporting high-impact and financially self-sustaining water supply and sanitation infrastructure projects; 2) integrating project activities within the local water and sanitation sector; 3) systems thinking for implementing and monitoring activities; and 4) learning and adapting based on evidence and local knowledge. The project will also implement an Enterprise Acceleration Fund to scale up private sector involvement in the water and sanitation sector through subcontracts and cost-sharing grants. This procurement is made to support people access to basic water services.

1.4 Type of Award Anticipated

DAI anticipates awarding a Firm Fixed Unit Price subcontract. This is only the anticipated type of award and may be changed as a result of negotiations.

A Firm Fixed Unit Price Subcontract value is: An award for a total firm fixed price, for the provision of specific services, goods, or deliverables and is not adjusted if the actual costs are higher or lower than the fixed price amount. Offerors are expected to include all costs, direct and indirect, into their total proposed price.

The anticipated requirements are as follows:

- a) Procurement and installation of two submersible solar well motor pump sets;
- b) Provision and installation of column pipe and fittings to set the solar pumps at the required depth;
- c) Accessories necessary to control and operate the pumps in manual and automated modes. These will include industry standard inverter, well probe, electric cable controller and pump "on-off" switch;
- d) Automated controllers that operates the F1 and F2 in automated and manual modes;
- e) Provisions and accessories as well as installation such that the new solar pumps may also be powered from an existing 400 kw Genset when the owner wishes;
- f) Limited additional spare parts;
- g) Training, testing and Commissioning.

2. General Instructions to Offerors

2.1 General Instructions

Proposals are due no later than **June 21, 2019 at 12:00pm at: 48, Rue Metellus, Suite 204, Plaza GN, Pétion-Ville, Haiti, Or email: Swsh_procurement@dai.com** to be submitted to the Issuing Office. Late offers will be rejected except under extraordinary circumstances at DAI's discretion. DAI reserves the right not to evaluate a non-responsive or incomplete proposal. The completion of all RFP requirements in accordance with the instructions in this RFP and submission to DAI of the proposal will constitute an offer and indicate the Offeror's agreement to the terms and conditions in this RFP and any attachments hereto. DAI reserves the right to award a subcontract without discussion and/or negotiation; however, DAI also reserves the right to conduct discussions and/or negotiations, which among other things may require an Offeror(s) to revise its proposal. Issuance of this RFP in no way obligates DAI to award a subcontract or purchase order. All documents from the Offeror related to this RFP shall be in English. Offerors will not be reimbursed for any costs associated with the preparation or submission of their proposal. DAI shall in no case be responsible for liable for these costs.

Offerors are required to fully review all instructions and specifications contained in this RFP. Failure to do so will be at the Offeror's risk.

Offerors shall submit proposals in hard copy no later than June 18, 2019, to be submitted in ONE Original and three copies to:

- **48, Rue Metellus, Suite 204, Plaza GN, Pétion-Ville, Haiti** Or by email at:
- Swsh_procurement@dai.com. The RFP number must be stated in the subject line of the email.

Offerors shall confirm in writing that the Offeror fully understands that their proposal/offer must be valid for a period of 90 calendar days. Time is stated in calendar days, unless otherwise specified.

If the solicitation is amended, then all terms and conditions not modified in the amendment shall remain unchanged. Offerors shall acknowledge receipt of amendments in the cover letter.

Offerors shall:

1. Furnish all of the information required by the RFP
2. Ask any questions to clarify the requirements if necessary
3. Sign and submit the cover letter
4. Use and submit forms as provided in the Attachments as required.

"Offeror", "Subcontractor", and/or "Bidder" means a firm proposing the work under this RFP. "Offer" and/or "Proposal" means the package of documents the firm submits to propose the work.

2.2 Proposal Cover Letter

A cover letter shall be included with the proposal on the Offeror's company letterhead with a duly authorized signature and company stamp/seal using Attachment B as a template for the format. The cover letter shall include the following items:

- The Offeror will certify a validity period of 90 days for the prices provided;
- Acknowledge the solicitation amendments received;
- The total price submitted;
- Bidder address and contact information

2.3 Questions regarding the RFP

Each Offeror is responsible for reading very carefully and understanding fully the terms and conditions of this RFP. All communications regarding this solicitation are to be made solely through the Issuing Office. Requests for clarification or additional information must be submitted via email or in writing delivered to the Issuing Office no later than the date and time specified in the Synopsis above. Only written communications relative to the procurement shall be considered. No questions will be answered over the phone or in person. The subject line of the email or the heading of the letter must include the RFP Number and Title.

Questions and requests for clarifications – and the responses thereto – that DAI believes may be of interest to other offerors will be circulated in writing to all RFP recipients who have indicated interest in responding to this RFP. Both questions and answers will be distributed, without identification of the inquirer(s), to all prospective Offerors who are on record as having received this RFP. Any verbal information received from a DAI or USAID Water and Sanitation Project's employee or other entity shall not be considered as an official response to any question regarding this RFP.

2.4 Pre-Proposal Conference and site visit

A pre-proposal conference and site visit will be held on May 24, 2019, beginning at 10:00am, at the following location: **Charpentier in Cayes, Haiti**.

Information of interest to all prospective contractors will be presented. While attendance at the pre-proposal conference is not mandatory, all interested prospective suppliers are encouraged to attend in order to better be able to prepare acceptable proposals.

3. Instructions for the Preparation of Technical Proposals

Technical proposals shall include the following sections:

1. Thorough description of the proposed good or service which meets or exceeds the stated technical specifications or scope of work.
2. A list of the most three recent Past Performance in the last ten years period for similar works as described in 3.2 below.
3. Reference letters or Completion Certificate from previous Clients.
4. A source for spare parts of good or equipment proposed.
5. Letter of Credit or commitment, or a commitment from a Bank to provide credit, or a current bank statement balance, or an equivalent document confirming access to liquid assets or a line of credit up to \$150,000 USD
6. Submission of documents which demonstrates that the offeror can meet or exceed the listed non-cost factors that determine technical acceptability.
7. Qualified Key staff CV with a minimum training and experience as stated in technical acceptability requirement below.
8. Health and Safety management
9. Environmental Management
10. Quality Management
11. Methodology to carry out the work.
12. Work Schedule.
13. List of equipment as described in the technical acceptability below
14. Other documents listed in the Offeror's Responsibility Determination

3.1 Goods or Services Specified

For this RFP, DAI is in need of the goods and services described in detail in Attachment A.

Final delivery is required by 180 calendar days after the Subcontract signature. It shall be understood that by that date; the Offeror would have met the following technical specifications or deliverables.

Equivalent items (i.e. substitutes or alternatives) will be acceptable unless stated otherwise.

3.2 Technical Acceptability Requirements

To be considered technically acceptable, offerors must demonstrate how they will meet or exceed all of the requirements that are outlined below as Technical Acceptability Requirements. If the proposal fails to meet one or more of the requirements, it will be deemed technically unacceptable. Proposals deemed technically unacceptable contain significant weaknesses or deficiencies that are not able to be corrected without a major rewrite or revision of the original proposal.

Offerors are required to meet or exceed the significant non-cost factors listed below:

1. Proposed good and services should meet or exceed the Technical Specifications outlined in attachment A – Technical Specifications;
2. Offeror must have completed a minimum of three similar projects in the last ten years or have currently in progress a minimum of three projects in the specific technical area completed at 70%.
3. Offeror must have documented ability to meet required delivery time lines, as demonstrated through reference letters from prior clients.
4. Offeror must have a source for spare parts available for goods or equipment proposed.
5. Offeror must provide a letter of existing credit, or a commitment from a Bank to provide credit, or a current bank statement balance, or an equivalent document confirming access to liquid assets or a line of credit up to \$150,000 USD
6. The work Schedule
7. Offeror's key personnel must possess the training and experience as stated in the table below.

No.	Position	Total Work Experience (years)	In Similar Works Experience (years)
1	Project Manager, Civil Engineer at least a Degree in Civil Engineering or equivalent	10	5
2	Site Agent (Civil Engineer) (must be holder of at least a Degree in Civil Engineering or equivalent)	6	4
3	Surveyor (must be holder of at least Ordinary National Diploma in water engineering or equivalent)	5	3
4	Civil/Water works Foreman (must be holder of at least Diploma in water engineering or equivalent)	5	3

8. Offeror's key equipment for the implementation of this subproject should include the following: must possess the training and experience as stated in the table below.

No.	Equipment type and characteristics	Minimum number required
1	Dump truck	2
2	Backhoe	1
3	Front loader	1
4	Generator	2
5	300A DC welding group (min) with 3-phase and single-phase auxiliary output / diesel or gasoline engine 3000 TPM minimum	1
6	Flatbed truck	1
7	Cement mixer, petrol engine, 0.2 m3 minimum	1
8	Vibrating needle	2
9	Vibrating plate	2
10	Truck crane or Portable crane, winch	1
11	Exhaust pump	1
12	4x4 Vehicle	1
13	Materials for topographic survey	1
14	Tank 10 m3	1
15	Electric drill /Screwdriver	2
16	Set of pipe wrench	1
17	Set of wrench and fork	1
18	Flat and Philips screwdriver set	1
19	Hammer	2

3.3 Past Performance

The technical proposal shall include information on past performance. Provide a list of at least three (3) recent awards of similar scope and duration in the last ten years. The information supplied shall be stated in a table, and shall include the legal name and address of the organization for which services were performed, a description of work performed, the duration of the work and the value of the contract, description of any problems encountered and how it was resolved, and a current contact phone number of a responsible and knowledgeable representative of the organization. See Attachment F.

4. Instructions for the Preparation of Price Proposals

4.1 Price Schedule

Provided in Attachment C is a template for the Price Schedule. Offerors shall complete the template including as much detailed information as possible. The sections of the template are as follows:

- Item number
- Description
- Quantity
- Unit
- Unit Price
- Total Price
- VAT
- Delivery Cost

It is important to note that Value Added Tax (VAT) shall be included on a separate line and that delivery cost per kilometer (unit) and total delivery cost are included on their designated budget line. These products or services are eligible for VAT exemption under the DAI prime contract. The Subcontractor is responsible for all applicable taxes and fees, as prescribed under the applicable laws for income, compensation, permits, licenses, and other taxes and fees due as required.

5. Required documents to Determine Responsibility

5.1 General Responsibility

DAI will not enter into any type of agreement with an Offeror prior to ensuring the Offeror's responsibility. When assessing an Offeror's responsibility, the following factors are taken into consideration:

1. Provide a copies Patente and Quitus up to date delivered by Haitian authorities.
2. Evidence of a DUNS number (explained below and instructions contained in the Attachment).
3. The source, origin and nationality of the products or services are not from a Prohibited Country (explained below).
4. Having adequate financial resources to finance and perform the work or deliver goods or the ability to obtain financial resources without receiving advance funds from DAI.
5. Ability to comply with required or proposed delivery or performance schedules.
6. Have a satisfactory past performance record.
7. Have a satisfactory record of integrity and business ethics.

The Subcontractor will be required to provide a DUNS number prior to Subcontract signature.

8. Have the necessary organization, experience, accounting and operational controls and technical skills.
9. Have the necessary production, construction and technical equipment and facilities if applicable.
10. Be qualified and eligible to perform work under applicable laws and regulations.

5.2 Data Universal Numbering System (DUNS)

There is a **mandatory** requirement for your organization to provide a DUNS number to DAI. The Data Universal Numbering System is a system developed and regulated by Dun & Bradstreet (D&B) that assigns a unique numeric identifier, referred to as a "DUNS number" to a single business entity. Without a DUNS number, DAI cannot deem an Offeror "responsible" to conduct business with and therefore, DAI will not enter into a subcontract/purchase order or monetary agreement with any organization. The determination of a successful offeror/applicant resulting from this RFP/RFQ/RFA is contingent upon the winner providing a DUNS number to DAI. Offerors who fail to provide a DUNS number will not receive an award and DAI will select an alternate Offeror.

All U.S. and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$30,000 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 Offerors sign the self-certification statement if the Offeror claims exemption for this reason.

For those required to obtain a DUNS number, see Attachment D - Instructions for Obtaining a DUNS Number - DAI'S Vendors, Subcontractors

For those not required to obtain a DUNS number, see Attachment E: Self Certification for Exemption from DUNS Requirement.

6. Basis of Award and Selection Process

6.1 Basis of Award

Award will be made to a responsible offeror, whose proposal offers the lowest evaluated price and meets or exceeds the acceptability standards for technical/non-cost factors, using United States Federal regulations (FAR 15.101-2 – Lowest Price Technically Acceptable Source Selection Process) as a guide. DAI will classify a proposal as not acceptable for award if it does not meet the requirements of this RFP. DAI may also determine that an Offeror is "not responsible", i.e., that it does not have the management and financial capabilities in all respects to perform the work required.

In order for Offerors to be considered technically acceptable, they must meet all of the technical acceptability requirements and business requirements as specified in this RFP. Proposals will be evaluated by committee against the acceptability requirements contained herein.

DAI may award to an Offeror without discussions with the Offeror. Therefore, the initial offer must contain the Offeror's best price and technical terms.

6.2 Selection Process

All proposals shall be received and remain unopened until the due date. All proposals shall be stored in a secure and locked location. On the due date, all proposals shall be opened by the Procurement Officer and shall be witnessed by at least one other project employee.

An Evaluation Committee comprised of a minimum of three (3) people shall be convened, and each committee member will receive a copy of the solicitation requirements and shall sign a Statement of Non-Disclosure/Conflict of Interest form. The Evaluation Committee shall jointly review the technical proposals and determine which proposals 1) are complete, and 2) meet the technical acceptability requirements. Those proposals which are determined to be "technically acceptable" shall be considered

in the “Competitive Range”. Prior to concluding on those offerors in the Competitive Range, DAI may contact offerors to seek clarification to proposal submissions that are insufficient. Competitive Range offerors may then be contacted to answer questions, negotiate and discuss offers, and potentially be asked to submit a “Best and Final Offer”. Upon receiving all Best and Final Offers (if a Best and Final Offer is requested), the Evaluation Committee shall select the offer which is the lowest price amongst those in Competitive Range and investigate to ensure that the offeror is responsible and the price is reasonable.

7. Source and Nationality

Under the authorized geographic code for its contract DAI, may only procure goods and services from the following countries.

Geographic Code 935: Goods and services from any area or country including the cooperating country, but excluding Prohibited Countries.

DAI must verify the source, nationality and origin, of goods and services and ensure (to the fullest extent possible) that DAI does not 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. Goods may not transit through or be assembled in comprehensive sanctioned origin countries nor can the vendor be owned or controlled by a prohibited country. DAI is prohibited from facilitating any transaction by a third party if that transaction would be prohibited if performed by DAI.

By submitting a proposal in response to this RFP, Offerors confirm that they are not violating the Source and Nationality requirements of the goods or services being offered and that the goods and services comply with the Geographic Code and the exclusions for prohibited countries outlined above.

8. Anticipated post-award Deliverables

Upon award of a subcontract, the deliverables detailed in below table will be submitted to DAI according to deadlines established by DAI and the selected subcontractor. The deliverables are intended as evidence or confirmation that the activities have been successfully completed. The Offeror should detail proposed prices per deliverable in the Price Schedule.

All of the deliverables must be submitted to and approved by DAI before payment will be processed.

No.	Description	Due Date
1.	<ul style="list-style-type: none"> • Pre-Construction Conference • Evidence of Insurance: <ul style="list-style-type: none"> - General Liability Insurance - Equipment Insurance - Workman’s compensation Insurance - DBA insurance • Revised Work Schedule after award 	Maximum 10 days following award. Prior to Notice to Proceed is issued. Prior to mobilization payment

No.	Description	Due Date
	<ul style="list-style-type: none"> • Proof of Financial Resources or Letter of Credit • Performance bond at 15% of the Subcontract Value • Health and Safety Plan • Quality Assurance Plan 	
2.	Handover at the Final completion of the work	180 days from Subcontract signature
3.	Reporting	
	Progress report	Monthly
	Final Report	Before final inspection
	Request for Substantial Completion Inspection	5 days before Final Completion
	As Built Drawings and product warranties and instruction manuals Operation Manuals, training or materials, as required	5 days before Final Completion
	Request for Final Completion and Acceptance Inspection	5 days before inspection

9. Inspection & Acceptance

The DAI Project Engineers will inspect from time to time the services being performed and approve all deliverables to determine whether the activities are being performed in a satisfactory manner, and that all equipment or supplies are of acceptable quality and standards. The subcontractor shall be responsible for any countermeasures or corrective action, within the scope of this RFP, which may be required by the DAI Chief of Party as a result of such inspection.

10. Compliance with Terms and Conditions

Offerors shall be aware of the general terms and conditions for an award resulting from this RFP. The selected Offeror shall comply with all Representations and Certifications of Compliance listed in Attachment G.

11. Procurement Ethics

Neither payment nor preference shall be made by either the Offeror, or by any DAI staff, in an attempt to affect the results of the award. DAI treats all reports of possible fraud/abuse very seriously. Acts of fraud or corruption will not be tolerated, and DAI employees and/or subcontractors/grantees/vendors who engage in such activities will face serious consequences. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Offeror 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. DAI ensures anonymity and an unbiased, serious review and treatment of the information provided. Such practice may result in the cancellation of the procurement and disqualification of the Offeror's participation in this, and future, procurements. Violators will be reported to USAID, and as a result, may be reported to the U.S. Department of Justice to be included in a Restricted Parties list, preventing them from participating in future U.S. Government business.

Offerors must provide full, accurate and complete information in response to this solicitation. The penalty for materially false responses is prescribed in Section 1001 of Title 18 of the United States Code.

In addition, DAI takes the payment of USAID funds to pay Terrorists, or groups supporting Terrorists, or other parties in exchange for protection very seriously. Should the Terrorist, groups or other parties attempt to extort/demand payment from your organization you are asked to immediately report the incident to DAI Fraud Prevention and Investigations Team at the contacts above.

By submitting an offeror, offerors 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.

12. Attachments

12.1 Attachment A: Section 007000 General Conditions & Infrastructure Fixed Price Unit Price Subcontract

12.2 Attachment B: Proposal Cover Letter

[On Firm's Letter head]

<Insert date>

TO: USAID Water and Sanitation.

We, the undersigned, provide the attached proposal in accordance with **RFP-WASH-2019-02**, issued on May 6, 2019. Our attached proposal is for the total price of <Sum in Words (\$0.00 Sum in Figures) >.

I certify a validity period of 90 days for the prices provided in the attached Price Schedule/Bill of Quantities. Our proposal shall be binding upon us subject to the modifications resulting from any discussions.

Offeror shall verify here the items specified in this RFP document.

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

Yours sincerely,

Authorized Signature:

Name and Title of Signatory: Click here to enter text.

Name of Firm: Click here to enter text.

Address: Click here to enter text.

Telephone: Click here to enter text.

Email: Click here to enter text.

Company Seal/Stamp:

12.3 Attachment C: Price Schedule

Priced Bill of Quantities
USAID / DAI Global

Charpentier Solar Pump Station Quick Impact Project: RFP-WASH-2018-02

SubContractor:	Name, address, phone number				
Project:	Description of project: Solar pumps, solar energy generation system and site improvements for Charpentier				
Location:	Subject's Name, City, Department: Charpentier Solar Pump Station Quick Impact Project, Cayes, Senegal				
Price Schedule Contract Line Item Number (CLIN)	DESCRIPTION	CONTRACT QUANTITY		Unit contract Price Line ITEM	Total Price
		Qty	Unit	Unit Price (\$)	Item Price (\$)
1	Mobilization, Maximum 10% of the Subcontract value	1	Lump Sum		
2	Cleaning and Waste Management	1	Lump Sum		
3	Construction of access	1	Lump Sum		
4	Sustainable Centrifugal Well Pumps	1	Lump Sum		
5	Structural Steel Framing	1	Lump Sum		
6	Site Water Utility Distribution Piping	1	Lump Sum		
7	Concrete/Block Concrete	51.6	cubic meter		
8	Chain Link Fences and Gates	92	ml		
9	Painting	1	Lump Sum		
10	Cleaning and Grubbing	5000	square meter		
11	Temporary Project Signage	2	each		
12	Digman-type Motorized Pumps	1	Lump Sum		
13	Composite Blocks and Gates	300	ml		
14	Excavation and Fill	436	cubic meter		
15	Channel Outlet Gates	2	each		
16	Demobilization	1	Lump Sum		
				Total	

12.4 Attachment D: Instructions for Obtaining a DUNS Number - DAI'S Vendors, Subcontractors

12.5 Attachment E: Self Certification for Exemption from DUNS Requirement

12.6 Attachment F: Past Performance Form

Include projects that best illustrate your work experience relevant to this RFP, sorted by decreasing order of completion date.

Projects should have been undertaken in the past three years. Projects undertaken in the past six years may be taken into consideration at the discretion of the evaluation committee.

#	Project Title	Description of Activities	Location Province/ District	Client Name/Tel No	Cost in US\$	Start-End Dates	Completed on schedule (Yes/No)	Completion Letter Received? (Yes/No)	Type of Agreement, Subcontract, Grant, PO (fixed price, cost reimbursable)
1									
2									
3									
4									
5									

12.7 Attachment G: 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 DAI with a disclosure statement describing this information.
7. Business Size and Classification(s) – The Bidder certifies that is has accurately and completely identified its business size and classification(s) herein in accordance with the definitions and requirements set forth in FAR Part 19, Small Business Programs.
8. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
9. 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.
10. Labor Laws – The Bidder certifies that it is in compliance with all labor laws.
11. 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.
12. 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 proposal, offerors 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.

12.8 Attachment J: EMMP

12.9 Attachment K: Proposal Checklist

Offeror: _____

Have you?

Submitted your proposal to DAI in a sealed envelope to the address (electronic or mailing) as specified in General Instructions above?

Does your proposal include the following?

- Signed Cover Letter (*use template in Attachment B*)
- Proposal of the Product or Service that meets the technical requirements as per Attachment A
- Demonstration of how you meet or exceed each of the technical acceptability criteria.
- Project proposed personnel CV
- The most recent three Past Performance in the last ten years (*use template in Attachment F*)
- Letter of Credit or commitment, or a commitment from a Bank to provide credit, or a current bank statement balance, or an equivalent document confirming access to liquid assets or a line of credit up to \$150,000 USD
- Methodology to carry out the work
- Work Schedule
- Priced BOQ
- List of required equipment
- Documents use to determine Responsibility
- Evidence of a DUNS Number OR Self Certification for Exemption from DUNS Requirement
- Health and Safety Management
- Environmental Management
- Quality Management

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