



## **Central Asia Competitiveness, Trade, and Jobs (CTJ)**

Request for Proposals (RFP)

No. RFP-CTJ-TUR-20-0001

### **Procurement of fruit/vegetable peeling, coring and cutting equipment**

Issue Date: October 20, 2020

**WARNING:** Prospective Offerors who have received this document from a source other than the CTJ Project, should immediately contact [CTJ\\_Procurement@dai.com](mailto:CTJ_Procurement@dai.com) 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 (state where the amendments may be posted, such as a project website, then state "Offerors are encouraged to check this website periodically.")

DAI conducts business under the strictest ethical standards to assure fairness in competition, reasonable prices and successful performance or delivery of quality goods and equipment. DAI does not tolerate corruption, bribery, collusion or conflicts of interest. Any requests for payment or favors by DAI employees should be reported as soon as possible to [ethics@dai.com](mailto:ethics@dai.com) or by visiting [www.dai.ethicspoint.com](http://www.dai.ethicspoint.com). Further, any attempts by an offeror or subcontractor to offer inducements to a DAI employee to influence a decision will not be tolerated and will be grounds for disqualification, termination and possible debarment. See provision No. 11 for more details.

**Synopsis of the RFP**

RFP No.	RFP-CTJ-TUR-20-0001
Issue Date	October 20, 2020
Title	<b>Procurement of fruit/vegetable peeling, coring and cutting equipment</b>
Issuing Office & Email/Physical Address for Submission of Proposals	Attn: Procurement Department, CTJ Project <a href="mailto:CTJ_procurementinbox@dai.com">CTJ_procurementinbox@dai.com</a>
Deadline for Receipt of Questions	October 27, 2020, 17.00 pm local Almaty, Kazakhstan time.
Deadline for Receipt of Proposals.	November 3, 2020, 17.00 pm local Almaty, Kazakhstan time.
Contact Person	<a href="mailto:CTJ_Procurement@dai.com">CTJ_Procurement@dai.com</a> – Procurement Officer.
Anticipated Award Type	Firm Fixed Price Purchase Order(s)
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.

## 1. Introduction and Purpose

### 1.1 Purpose

DAI, the implementer of the USAID funded Central Asia Competitiveness, Trade, and Jobs (CTJ) Project, invites qualified offerors to submit proposals for supply of **fruit/vegetable peeling, coring and cutting equipment in support of program implementation.**

**Bidders might submit separately for either lot under this RFP as well as for both lots. DAI encourages bidders to undertake both lots, although proposals to undertake separate lots of this scope will also be considered.**

### 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 Type of Award Anticipated

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

A Firm Fixed Price Purchase Order is: An award for a total firm fixed price, for values less than \$150,000, 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.

## 2. General Instructions to Offerors

### 2.1 General Instructions

Proposals are due no later than **November 3, 2020, 17.00 pm local Almaty, Kazakhstan time**, 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 nonresponsive 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 so will be at the Offeror's risk.

Offerors shall submit proposals via email to [CTJ\\_procurementinbox@dai.com](mailto:CTJ_procurementinbox@dai.com), Subject of email shall be named as follows **Proposal\_RFP-CTJ-TUR-20-0001 Procurement of fruit/vegetable peeling, coring and cutting equipment.**

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
- Enter any additional requirements that must be included in the cover letter.

## **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, except for administrative questions regarding the project office location, packaging of the bid, etc. 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 (insert Project Acronym) employee or other entity shall not be considered as an official response to any question regarding this RFP.

## **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. Submission of documents which demonstrates that the offeror can meet or exceed the listed non-cost factors that determine technical acceptability.
3. A list of Past Performance

### **3.1 Goods or Services Specified**

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

**Offerors MUST NOT provide any goods and/or services that utilize telecommunications and video surveillance products from the following companies: Huawei Technologies Company, ZTE Corporation,**

**Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company, or any subsidiary or affiliate thereof, in compliance with FAR 52.204-25.**

Final delivery is required within 2 **months** from the date of Purchase Order 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 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.

1. Offerors are required to meet or exceed the significant non-cost factors listed below:
  - must offer brand new (previously unused) equipment;
  - must have experience in production of similar equipment at least for 3 years (if producer);
  - must have experience in supply of similar equipment at least 3 years (if supplier);
  - must have official manufacture authorization of producer (if supplier);
2. Must provide proof of execution of 3 contracts on production/supply/installation of similar equipment, with equivalent contract volume (price) within the last 3-5 years.

### **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. 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 Cost/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
- Item name
- Description/Specifications
- Quantity
- 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 copy of the required entity registration and business licenses.
2. Evidence of a DUNS number (explained below and instructions contained in the Attachment).
3. 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.
4. The source, origin and nationality of the products or services are not from a Prohibited Country (explained below).
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.
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 937:** Goods and services from the United States, the cooperating country, and

"Developing Countries" other than "Advanced Developing Countries", excluding prohibited countries. A

list of the "Developing Countries" as well as "Advanced Developing Countries" can be found at:

<http://www.usaid.gov/policy/ads/300/310maa.pdf> and

<http://www.usaid.gov/policy/ads/300/310mab.pdf> respectively.

**Geographic Code 110:** Goods and services from the United States, the independent states of the former Soviet Union, or a developing 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 costs per deliverable in the Price Schedule.

All of the deliverables for each awarded Lot must be submitted to, and approved, by DAI before payment will be processed.

No.	Description	Due Date
1	Universal multi-cut slicer for vegetable and fruits + set of knives	Within 2 months after signature of Purchase Order.
2	Apple peeling, cutting and coring machine + set of knives	Within 2 months after signature of Purchase Order.

### **8.1 Branding Implementation Plan and Marking Plan**

Markings under this subcontract shall comply with the USAID "Graphic Standards Manual" available at [www.usaid.gov/branding](http://www.usaid.gov/branding) or any successor branding policy. In accordance with ADS 320 "Branding and Marking," this subcontract incorporates USAID's policy directives and required procedures on branding and marking of USAID-funded programs, projects, activities, public communications, and commodities with the USAID identity. The Branding Implementation Plan and Marking Plan template is included as Attachment H.

## **9. Inspection & Acceptance**

The DAI Project Manager will inspect from time to time the services being performed 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. Anti-Corruption and Anti-Bribery Policy and Reporting Responsibilities**

DAI conducts business under the strictest ethical standards to assure fairness in competition, reasonable prices and successful performance or delivery of quality goods and equipment. **DAI does not tolerate the following acts of corruption:**



- Any requests for a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by a DAI employee, Government official, or their representatives, to influence an award or approval decision.
- Any offer of a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by an offeror or subcontractor to influence an award or approval decision.
- Any fraud, such as mis-stating or withholding information to benefit the offeror or subcontractor.
- Any collusion or conflicts of interest in which a DAI employee, consultant, or representative has a business or personal relationship with a principal or owner of the offeror or subcontractor that may appear to unfairly favor the offeror or subcontractor.  
Subcontractors must also avoid collusion or conflicts of interest in their procurements from vendors. Any such relationship must be disclosed immediately to DAI management for review and appropriate action, including possible exclusion from award.

These acts of corruption are not tolerated and may result in serious consequences, including termination of the award and possible suspension and debarment by the U.S. Government, excluding the offeror or subcontractor from participating in future U.S. Government business.

Any attempted or actual corruption should be reported immediately by either the offeror, subcontractor or DAI staff to:

- Toll-free Ethics and Compliance Anonymous Hotline at (U.S.) +1-503-597-4328
- Hotline website – [www.DAI.ethicspoint.com](http://www.DAI.ethicspoint.com), or
- Email to [Ethics@DAI.com](mailto:Ethics@DAI.com)
- USAID's Office of the Inspector General Hotline at [hotline@usaid.gov](mailto:hotline@usaid.gov).

By signing this proposal, the offeror confirms adherence to this standard and ensures that no attempts shall be made to influence DAI or Government staff through bribes, gratuities, facilitation payments, kickbacks or fraud. The offeror also acknowledges that violation of this policy may result in termination, repayment of funds disallowed by the corrupt actions and possible suspension and debarment by the U.S. Government.

## **12. Attachments**

### **12.1 Attachment A: Technical Specifications**

For technical specification please see attachment 12.3

## 12.2 Attachment B: Proposal Cover Letter

[On Firm's Letterhead]

<Insert date>

TO: Click here to enter text.

Development Alternatives, Inc.

Click here to enter text.

We, the undersigned, provide the attached proposal in accordance with **RFP**-Click here to enter text.-Click here to enter text. dated Click here to enter text.. Our attached proposal is for the total price of <Sum in Words (\$0.00 Sum in Figures) >.

I certify a validity period of Click here to enter text. 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

#### Technical specifications

#	Equipment	Technical specifications	Unit of measure	Q-ty of units	Condition	Place of delivery	Price per unit USD	Total Price USD
<b>Lot #1</b>								
1	Universal multi-cut slicer for vegetable and fruits	<p>The proposed equipment shall be new (unused) and meet or exceed the following minimum requirements:</p> <ul style="list-style-type: none"> <li>• Precise and uniform cutting quality.</li> <li>• High flexibility, featuring a wide selection of slice thickness.</li> <li>• Continuous operation for uninterrupted production.</li> <li>• High-quality blades and durable components to ensure a long operating life, making replacement rapid, easy, and cost effective.</li> </ul> <p>Minimum processing volume per hour – 2,000 kg/h</p> <p>**The proposal shall include full technical specification of proposed equipment, including service life of equipment and warranty period and</p>	Machine	1	Brand new (previously unused) equipment;	Turkmenistan, Ahal region, Ak Bugday district, Anev city, Industrial street, 1st passage, building No. 9		

		written information (if Supplier this shall be obtained from Manufacturer) regarding the estimated period after which the proposed equipment may be discontinued and spare parts may not be available						
2	Set of Knives	<ul style="list-style-type: none"> <li>- Slicing knives: 3mm, 5mm, 8mm, 10mm</li> <li>- Strips cutting knives: 3x3 mm, 5x5 mm, 8x6 mm, 10 x10 mm, With the possibility of a combination of sizes between knives. For example: 3x5, 3x8, 3x10</li> <li>- Cube cutting knives: 3x3x3, 5x5x5, 8x8x8, 10x10x10 mm</li> </ul>	Set	2	Brand new (previously unused);	Turkmenistan, Ahal region, Ak Bugday district, Anev city, Industrial street, 1st passage, building No. 9		
		Specification of proposed equipment can be analogues/alike to specification outlined above.						
		<b>Lot #2</b>						
1	Apple peeling, cutting and coring machine.	Size: 600x300x400mm Weight – 35kg Total power – 0,15kW Processing volume per hour – 600pc/h	Machine	1	Brand new (previously unused) equipment;	Turkmenistan, Ahal region, Ak Bugday district, Anev city, Industrial street,		

		1 x Packaging in wooden cage The proposal shall include full technical specification of proposed equipment, including service life of equipment and warranty period and written information (if Supplier this shall be obtained from Manufacturer) regarding the estimated period after which the proposed equipment may be discontinued and spare parts may not be available				1st passage, building No. 9		
		Specification of proposed equipment can be analogues/alike to specification outlined above.						
2	Set of knives	<ul style="list-style-type: none"> <li>- Slicing knives: 3,5mm, 4,5mm, 5,5mm 7.5 mm, 10mm, 14mm, 20mm</li> <li>- Apple dividing stars: 8, 10, 12, 16, 24 pcs</li> <li>- Coring knives: 20, 23, 27 mm</li> </ul> + Funnel for separation of fruit and peel	Set	2	Brand new (previously unused);	Turkmenistan, Ahal region, Ak Bugday district, Anev city, Industrial street, 1st passage, building No. 9		
		Specification of proposed equipment can be analogues/alike to specification outlined above.						
		<b>Lot #3</b>						
<b>*Optional package</b>		Bidders shall provide detailed description /	service	1		Turkmenistan, Ahal region, Ak		

Installation, commissioning and training of personnel	explanation (in separate file) how they plan to perform installation, commissioning and training of Partner's personnel on safe operation of equipment in Turkmenistan				Bugday district, Anev city, Industrial street, 1st passage, building No. 9		
<b>GRAND TOTAL IN USD (DDP Turkmenistan - incoterms)</b>							

\*\*\*Successful vendor must provide manufacture guarantee.

\*\*\* Successful vendor shall provide operation manual in Russian language.

\*\*\* DAI has the right to conclude a contract for the purchase of one set of knives, but the price per unit of goods shall remain unchanged, regardless of the quantity.

No.	Description	Due Date
1	100 % payment after supply and installation of equipment. Advance payments are not allowed, but deliverable based payment terms might be discussed separately with the selected bidder.	After 30 days of commissioning works acceptance.
<p>*personal payment plan can be developed with successful vendor prior to Agreement signature.</p> <p>Any payments prior to actual delivery and installation of equipment has to be agreed by both parties.</p> <p>Delivery terms of equipment under this RFP - DDP as per incoterms</p>		

**Delivery Period: estimated 2 months from the date of Purchase order signature, the actual delivery period will be discussed with successful bidder.**

- 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](http://www.SAM.gov)) or the United Nations Security Designation List (online at: [http://www.un.org/sc/committees/1267/aq\\_sanctions\\_list.shtml](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: Proposal Checklist

Offeror: \_\_\_\_\_

Have you?

☐ Submitted your proposal to DAI to electronic address 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.

☐ Documents use to determine Responsibility

☐ Evidence of a DUNS Number OR Self Certification for Exemption from DUNS Requirement

☐ Past Performance (*use template in Attachment F*)

☐ (Optional package) Document describing Bidders plan on how he plans to perform installation, commissioning and training of personnel.