## Synopsis of the RFP

USAID funded Feed the Future Tajikistan Agriculture and Land Governance (ALG) Activity, implemented by the Branch office of Development Alternatives Incorporated Global – company (DAI) in the Republic of Tajikistan, invites qualified vendors to submit proposals/bids to supply and deliver potato seeds to support vulnerable households for winter cropping season, as outlined below.

1.	RFP No.	ALG-015-22
2.	Issue Date	June 09, 2022
3.	Title	Potato seeds to support vulnerable households for winter cropping season
4.	Issuing Office & Email/Physical Address for Submission of Proposals	Branch Office of DAI Global in Tajikistan 127 Rudaki ave, Rudaki Plaza, 10 <sup>th</sup> floor Tajikistan, Dushanbe Attention: ALG Procurement Unit
5.	Deadline for Receipt of Questions	June 24, 2022, Friday, no later than 2.00 pm Dushanbe (GMT+5)
6.	Deadline for Receipt of Proposals.	July 01, 2022, Friday, no later than 2.00 pm Dushanbe (GMT+5)
7.	Contact Person	For any questions and to request a full copy of the RFQ, please email: ALG procurement@dai.com
8.	Anticipated Award Type	The anticipated specific terms and conditions are as follows: DAI intends to issue a <b>Firm Fixed Price Subcontract</b> for this award, also known as a purchasing agreement. 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.  Issuance of this RFP in no way obligates DAI to award a subcontract or purchase order and offerors will not be reimbursed for any costs associated with the preparation of their bid.
9.	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.

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 or by visiting 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. 18 for more details.

## **Attachment C: Detailed Technical Specifications**

The table below contain the requirements to the goods/services. Offerors are requested to provide per-unit quotations containing the information below on the **offeror's official letterhead** or **official quotation format and in English**.

Note: The offeror may provide any additional information with prices on other relevant goods/services may be provided by the offeror and which are not covered in the below table.

#### TABLE 1 POTATO SEEDS

#	Description and Specifications of goods	Unit	Quantity
1	Big Rossa potato seeds (10kg per bags)	kg	250 000 kg (25 000 bags)
2	Cardinal potato seeds (10kg per bags)	kg	250 000 kg (25 000 bags)

## Requirements and specifications for the seeds

#### PROCUREMENT SPECIFICS:

### **Technical requirements:**

1. Regulatory tolerances for plantings and batches of seed potatoes in terms of varietal purity and the manifestation of external signs of the most dangerous diseases on plants and tubers should be following:

#### Items

1.1. Tolerances for planting during approbation inspection (percentage of plants) should be no more, for:

#### Other varieties

Viral diseases**	
Blackleg Dickeya / Pectobacterium spp.	
1.2. Tolerances for batches (percentage of tubers) should be no more, for:	
Wet rot (unless caused by Synchytrium e., Clavibacter m., Ralstonia s.)	
Dry rot	
Scab (common and net) *	
Powdery scab**	
Rhizoctonia ***	
Shriveled tubers including due to the development of silver scab	
* In the seed material of all categories and in the soil, the presence of infectious diseases and pathogens of	
quarantine significance is not allowed.	
** Only symptoms of severe mosaic (YBK) and potato leaf curl (PLK) are considered.	
*** The tuber is considered to be affected by the disease only if the proportion of the affected area exceeds	the all

- 2. <u>Seed potatoes should be</u> typical in terms of morphological features for this variety, aligned in growth and development. The leaf blades must be uniform in color, without signs of mottling, folding, twisting, or twisting, <u>smooth or with a waviness characteristic of the variety</u>.
- 3. Seed potato tubers must be healthy, whole, with a strong skin, in shape and color typical of the respective botanical variety; **dry**, **not sprouted**.
- 4. The size of tubers according to the largest transverse diameter is from 28 to 60 mm.
- 5. In seed potatoes, the presence of pests, tubers affected by diseases, weed seeds of quarantine significance is not allowed in accordance with the regulatory local standard.
- 6. In seed potatoes, <u>tubers with signs of "suffocation", frostbitten, with burns, ugly, with outgrowths and easily breaking off growths, cut, crushed, with peeled skin (more than 1/4 of the tuber surface) are not allowed.</u>
- 7. In seed potatoes, the presence of soil and foreign matter is allowed, not more than 2% by weight in categories RS  $_{1-2}$ .
- 8. The presence of tubers in seed potatoes is allowed, as a percentage of the account, not more than:
- not meeting the size requirements 3%;
- other botanical varieties 0.5% (only for category RS);
- affected by ring rot 0.5% (only for category RS);

- affected by stem nematode 0.5% (only for category RS);
- with glandular spotting and darkening of the pulp (with the defeat of more than 1/4 of the longitudinal section of the tuber) 5% in total;
- with mechanical damage more than 5 mm deep and more than 10 mm long (cuts, tears, cracks, dents in tuber tissues) 5% (in total);
- with damage by agricultural pests without damage to the eyes (wireworm more than three moves, rodents, beetles, and scoops) 2% in total.

# 1. Request for Proposal - Goods

10. General Instructions to Offerors  11. Questions Regarding the RFP	<ul> <li>Tenders are due July 01, 2022, Friday, no later than 2.00 pm Dushanbe time (GMT+5). Late offers will be rejected except under extraordinary circumstances at DAI's discretion.</li> <li>Offerors shall submit proposals electronically to the ALG_tenders' email at ALG_tenders@dai.com address.</li> <li>Offerors shall confirm in writing that the Offeror fully understands that their proposal must be valid for a period of 90 days.</li> <li>Offerors shall sign and date the Price Schedule, in lieu of formal cover letter</li> <li>Offerors shall complete Attachment A: Price Schedule template. Value Added Tax (VAT) shall be included on a separate line.</li> <li>These services are eligible for VAT exemption under DAI prime contract with USAID.</li> <li>Each offeror is responsible for reading very carefully and understanding fully the terms and conditions of this RFP. A 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</li> </ul>	
	compiled and answered in writing and distributed to all interested Offerors.	
12. Technical Specifications and requirements for Technical Acceptability	<ol> <li>Goods must meet a minimum technical requirement (flow rate, size, output, etc.) indicated in Attachment C.</li> <li>Final delivery is required by no later than October 15, 2022.</li> <li>Goods must be delivered to ALG storage located in Bokhtar district (the project is in the process of finding storage and information of location of storage will send to the winner of the bid accordingly).</li> <li>n addition to meeting the Technical Specifications listed above, offerors are required to meet or exceed the significant non-cost factors listed below:</li> </ol>	

	<ol> <li>Offeror must possess a minimum of three years of relevant experience of importing similar commodities into Tajikistan.</li> <li>Offeror must have documented ability to meet required delivery timelines, as demonstrated through reference letters from prior clients, demonstrated by completed activities over TSJ 3, 000,000</li> <li>Offerors must provide proof of adequate financial resources to complete the delivery without an advance provision. A letter from the government Tax committee that offeror do not have any debts in Tax committee.         The vendor must sign the certification letter that they will not require DAI to make any advance payments. Payments will only be made against delivery of the specified commodities.     </li> </ol>
13. Prohibited Technology	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.
14. Determination of Responsibility	<ul> <li>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:</li> <li>1. Evidence of an Unique Entity ID (SAM) (explained below and instructions contained in the Annex).</li> <li>2. The entity is not included as a restricted party in the System for Award Management, Office of Foreign Assent Control or the United National Security Council.</li> <li>3. The source, origin and nationality of the services are not from a Prohibited Country (explained below).</li> <li>4. Be qualified and eligible to perform work under applicable laws and regulations.</li> </ul>

## 15. Geographic Code • 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 935: Goods and services from any area or country including the cooperating country, but excluding Prohibited Countries. • 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 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 proposal in response to this RFP, Offerors confirm that they are not violating the Source and Nationality requirements and that the services comply with the Geographic Code and the exclusions for prohibited countries. 16. Unique Entity ID (SAM) 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 an Unique Entity ID (SAM) 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

17. Compliance with Terms and Conditions	requires that Offerors sign the self-certification statement if the Offeror claims exemption for this reason.  For those required to obtain an Unique Entity ID (SAM), you may request Attachment C: Instructions for Obtaining an Unique Entity ID (SAM).  For those not required to obtain an Unique Entity ID (SAM), you may request Attachment D: Self-Certification for Exemption from Unique Entity ID (SAM) Requirement  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		
18. Anti-Corruption and Anti-Bribery Policy and Reporting Responsibilities	Compliance listed in Attachment B.  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:		
	<ul> <li>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.</li> <li>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.</li> <li>Any fraud, such as mis-stating or withholding information to benefit the offeror or subcontractor.</li> <li>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.</li> </ul>		

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, or
- Email to Ethics@DAI.com
- USAID's Office of the Inspector General Hotline at <a href="https://hotline.gov.ncbi.nlm.neg.">hotline@usaid.gov.ncbi.nlm.neg.ncbi.nl

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.

### 1.1 Attachment A: Price Schedule

Item Number	Item Name	Specifications	Quantity	Unit Price	Total Price
1a	List the goods that are to be supplied				
1b					

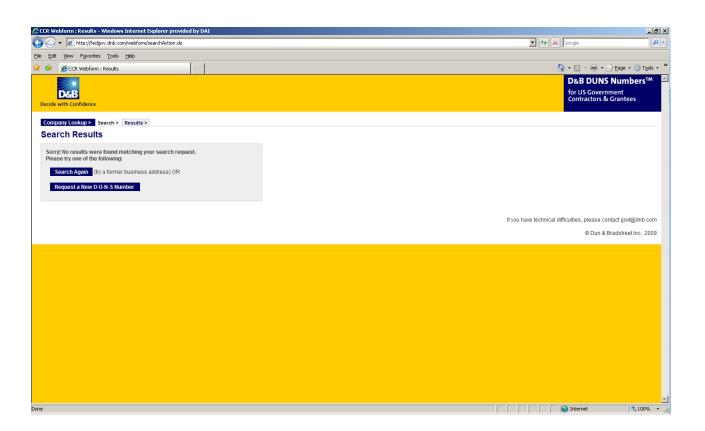
1c						
2	VAT					
GRAND	GRAND TOTAL IN Click here to enter text.					
GRAND	GRAND TOTAL IN UNITED STATES DOLLARS					
Giun						
De	elivery Date:					
	•					
We	the undersigned provid	le the attached proposal i	n accordance	RFP#		
		ed proposal is for the total				
	(1	figure and in words)				
	• • •	days for the prices pr				
Schedule/Bill of Quantities. Our proposal shall be binding upon us subject to the						
mod	modifications resulting from any discussions.					
We understand that DAI is not bound to accept any proposal it receives.						
Authorized Signature:						
Name and Title of Signatory:						
Name of Firm:						
Address:						
	phone:					
Ema	il:		C	1/04		
Company Seal/Stamp:						

## 1.2 Attachment B: Representations and Certifications of Compliance

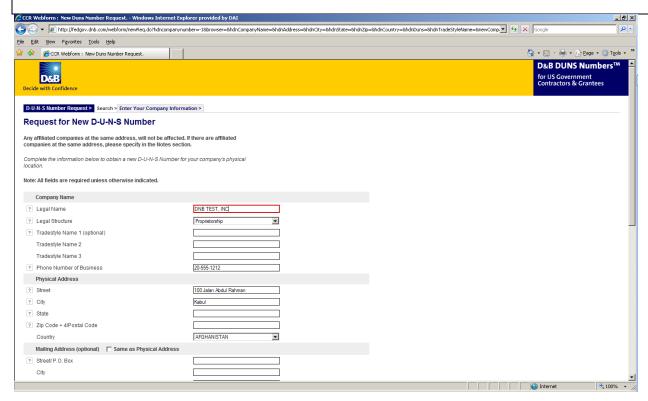
- 1. <u>Federal Excluded Parties List</u> The Bidder Select is not presently debarred, suspended, or determined ineligible for an award of a contract by any Federal agency.
- 2. <u>Executive Compensation Certification-</u> FAR 52.204-10 requires DAI, as prime contractor of U.S. federal government contracts, 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 <a href="www.SAM.gov">www.SAM.gov</a>) or the United Nations Security Designation List (online at: <a href="http://www.un.org/sc/committees/1267/aq\_sanctions\_list.shtml">http://www.un.org/sc/committees/1267/aq\_sanctions\_list.shtml</a>). This provision must be included in all subcontracts/sub awards issued under this Contract.
- 4. <u>Trafficking of Persons</u> 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. <u>Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions</u> The Bidder certifies that it currently is and will remain in compliance with FAR 52.203-11, <u>Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions</u>.
- 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. <u>Business Size and Classification(s)</u> 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. <u>Prohibition of Segregated Facilities</u> The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.

- 9. <u>Equal Opportunity</u> 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. <u>Federal Acquisition Regulation (FAR)</u> 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. <u>Employee Compliance</u> 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.



- 1. Enter the information regarding your organization listed on the next three screens. (See screen shots below.) Make sure you have the following information available (in English) prior to beginning the process of entering this section in order to ensure successful registration.
- Legal Business Name (commas are allowed, periods are not allowed)
- Address
- Phone
- ➤ Name of Owner/Executive
- Total Number of Employees
- ➤ Annual Sales or Revenue (US Dollar equivalent)
- Description of Operations
- 2. Note that some fields are Optional, however all other fields must be completed to proceed further with the application process. For example, all applicants must complete the Organization Information sections. The Company Name and Physical Address fields are self-populated based on information previously entered during the initial DUNS search. The question marks to the left of the field provide additional information when you click on them.

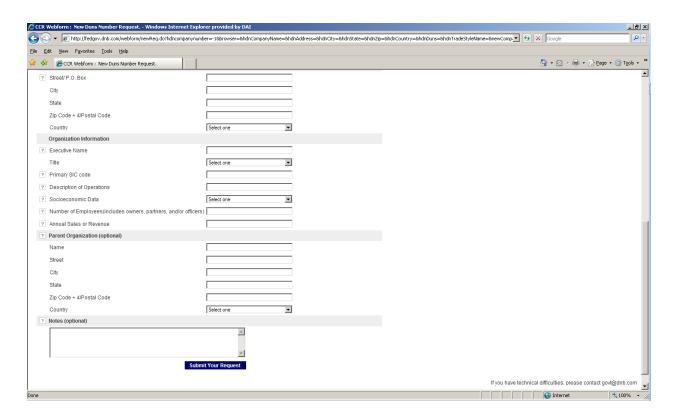


7. You must select the legal structure of your organization from the pull down menu. To assist you in selecting the appropriate structure that best represents your organization, a brief description of the various types follows:

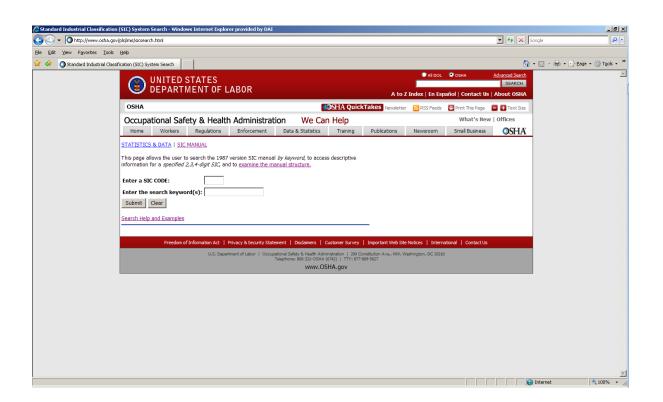
- **Corporation** A firm that meets certain legal requirements to be chartered by the state/province in which it is headquartered by the filing of articles of incorporation. A corporation is considered by law to be an entity separate and distinct from its owners. It can be taxed; it can be sued; it can enter into contractual agreements.
- **Government** central, province/state, district, municipal and other U.S. or local government entities. Includes universities, schools and vocational centers owned and operated by the government.
- Limited Liability Company (LLC) This is a type of business ownership combining several features of corporation and partnership structures. It is designed to provide the limited liability features of a corporation and the tax efficiencies and operational flexibility of a partnership. Its owners have limited personal liability for the LLC's debts and obligations, similar to the status of shareholders in a corporation. If your firm is an LLC, this will be noted on the organization's registration and licensing documents.
- Non-profit An entity which exists for charitable reasons and is not conducted or maintained for the purpose of making a profit. Any money earned must be retained by the organization, and used for its own expenses, operations, and programs. Most organizations which are registered in the host country as a non-governmental organization (NGO) rather than as a commercial business are anon-profit entities.

Community based organizations, trade associations, community development councils, and similar entities which are not organized as a profit-making organization should select this status, even if your organization is not registered formally in country as an NGO.

- **Partnership-** a legal form of operation in which two or more individuals carry on a continuing business for profit as co-owners. The profits and losses are shared proportionally.
- **Proprietorship**-These firms are owned by one person, usually the individual who has day-to-day responsibility for running the business. Sole proprietors own all the assets of the business and the profits generated by it.
- 8. One of the most important fields that must be filled in is the Primary SIC code field. (See screen shot below.) The primary standard industrial code classifies the business' most relevant industry and function.



1. If you are unsure of which SIC Code your organization's core business falls under, please refer to the following website: <a href="http://www.osha.gov/oshstats/sicser.html">http://www.osha.gov/oshstats/sicser.html</a>



You will need to enter certain keywords to bring up the potential SIC Codes. In the case above, "Research" was entered as the keyword, and resulted in the following:



PLEASE NOTE: Many of the DAI subcontractors and grantees fall under one of the following SIC codes:

**8742** Management Consulting Services

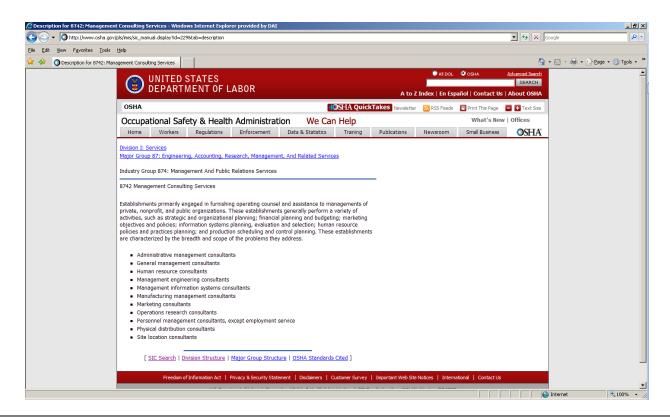
**1542** General Contractors-Nonresidential Buildings, Other than Industrial Buildings and Warehouses or one of the codes within:

Industry Group 357: Computer And Office Equipment

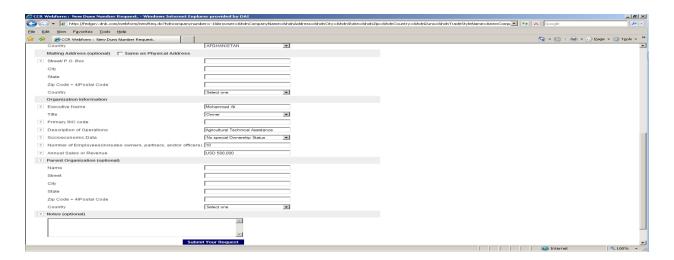
Industry Group 355: Special Industry Machinery, Except Metalworking

Industry Group 356: General Industrial Machinery And Equipment

Industry Group 359: Miscellaneous Industrial And Commercial



1. Description of Operations- Enter a brief description of the primary services you provide the example below, "agricultural technical assistance" was chosen as the primary function of the business.



- 2. The Annual Sales or Revenue figure should be provided in USD (US Dollar) equivalent.
- 3. Once all of the fields have been completed, click on "Submit Your Request" to be taken to the Verification page.

- 4. Note: Representative (Principal, Owner or Officer) needs to verify and provide affirmation regarding the accuracy of the data under criminal or civil penalties as per Title 18, Section 1001 of the US Criminal Code.
- 5. Once "Yes, continue" button is clicked, the registration application is sent to D&B, and a DUNS number should be available within 24-48 hours. DUNS database can be checked in 24-48 hours by entering the Business Information in the Search window which should now display a valid result with the new DUNS number for the entity.

