



Iraq Governance and Performance Accountability Project (IGPA)

Request For Proposals (RFP)

RFP-DAI-IGPA-19-86

Solid Waste Communications Assistance– Babil

Issue Date: February 21, 2019

WARNING: Prospective Offerors who have received this document from a source other than the Iraq Governance and Performance Accountability project, Babylon-Warwick Hotel, ProcurementIGPA@dai.com , IGPAProcurementINBOX@dai.com, should immediately contact IGPAProcurementINBOX@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 distributed via IGPAProcurementINBOX@dai.com.

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Synopsis of the RFP

RFP No.	RFP-DAI-IGPA-19-86
Issue Date	February 21, 2019
Title	Solid Waste Communications Assistance – BABIL
Issuing Office & Email/Physical Address for Submission of Proposals	Iraq Governance and Performance Accountability Project, Baghdad Office Al Jadirya, Baghdad ProcurementIGPA@dai.com
Deadline for Receipt of Proposals	March 7th 2019 5:00 PM Baghdad Time
Point of Contact	IGPAProcurementINBOX@dai.com – Procurement Manager
Anticipated Award Type	DAI anticipates issuing a Firm Fixed Price Purchase Order. This is only the anticipated type of award and may be changed as a result of negotiations. 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.
Basis for Award	An award will be made based on the Trade Off Method. The award will be issued to the responsible and reasonable offeror who provides the best value to DAI and its client using a combination of technical and cost/price factors.

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-funded Iraq Governance and Performance Accountability (IGPA) project, invites qualified offerors to submit proposals to implement the behavior change aspects of the Solid Waste Assistance Package in support of program implementation.

1.2 Issuing Office

The Issuing Office and Contact Person noted in the above synopsis is the sole point of contact at DAI for purposes of this RFP. 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.

2. General Instructions to Offerors

2.1 General Instructions

“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.

Offerors wishing to respond to this RFP must submit proposals, in English, in accordance with the following instructions. Offerors are required to review all instructions and specifications contained in this RFP. Failure to do so will be at the Offeror’s risk. If the solicitation is amended, then all terms and conditions not modified in the amendment shall remain unchanged.

Issuance of this RFP in no way obligates DAI to award a subcontract or purchase order. 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.

Proposals are due no later than March 7th 2019 5:00 PM Baghdad Time, to be submitted to ProcurementIGPA@dai.com and the RFP Number and Title of the activity must be stated in the subject line of the email. Late offers will be rejected except under extraordinary circumstances at DAI’s discretion. All proposals submitted in hardcopy shall be sealed and labeled with the RFP Number.

The submission to DAI of a proposal in response to this RFP will constitute an offer and indicates the Offeror’s agreement to the terms and conditions in this RFP and any attachments hereto. DAI reserves the right not to evaluate a non responsive or incomplete proposal.

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 120 days for the prices provided.
- Acknowledge the solicitation amendments received.

2.3 Questions regarding the RFP

Each Offeror is responsible for reading and complying with the terms and conditions of this RFP. Requests for clarification or additional information must be submitted in writing via email or in writing

to the Issuing Office as specified in the Synopsis above. No questions will be answered by phone. 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.

Copies of questions and responses will be distributed in writing to all prospective bidders who are on record as having received this RFP after the submission date specified in the Synopsis above.

3. Instructions for the Preparation of Technical Proposals

Technical proposals shall be sealed in a separate envelope from cost/price proposals, and shall be clearly labeled as “VOLUME I: TECHNICAL PROPOSAL”.

Technical proposals shall include the following contents:

1. Technical Approach - Description of the proposed services which meets or exceeds the stated technical specifications or scope of work. The proposal must show how the Offeror plans to complete the work and describe an approach that demonstrates the achievement of timely and acceptable performance of the work. DAI is looking for previous communications work and previous work in the province where the work will take place.
2. Management approach – Description of the Offeror’s staff assigned to the project. The proposal should describe how the proposed team members have the necessary experience and capabilities to carry out the Technical Approach. The proposals will be judged on graphic design staff, experience in creating materials, and an understanding of social media.
3. Past Performance –Provide a list of at least three (3) recent awards of similar scope and duration. The information shall be supplied as 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. DAI is interested in seeing cooperative work with government, the CSO and citizens. See Attachment F.

3.1 Services Specified

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

3.2 Technical Evaluation Criteria

Each proposal will be evaluated and scored against the evaluation criteria and evaluation sub-criteria, which are stated in the table below. Cost/Price proposals are not assigned points, but for overall evaluation purposes of this RFP, technical evaluation factors other than cost/price, when combined, are considered significantly more important than cost/price factors.

Instructions for the Preparation of Cost/Price Proposals

Evaluation Criteria	Evaluation Sub-criteria (if needed)	Maximum Points
Technical Approach	Communications work	15 points
	Previous work in province	15 points
Management Approach or Personnel Qualifications	Social media campaigns	15 points

	Graphic design experience of staff	20 points
Corporate Capabilities or Past Performance	Completion of projects	20 points
	Previous cooperative work with government bodies at any level	15 points
Total Points		100 points

3.3 Cost/Price Proposals

Cost/Price proposals shall be sealed in a separate envelope from technical proposals, and shall be clearly labeled as “VOLUME II: COST/PRICE PROPOSAL”.

Provided in Attachment C is a template for the Price Schedule, for firm-fixed price awards. For cost-reimbursable or time & material awards, the offeror shall provide a fully detailed budget. Offerors shall complete the template including as much detailed information as possible.

4. Basis of Award

4.1 Best Value Determination

DAI will review all proposals, and make an award based on the technical and cost evaluation criteria stated above, and select the offeror whose proposal provides the best value to DAI. DAI may also exclude an offer from consideration if it determines that an Offeror is "not responsible", i.e., that it does not have the management and financial capabilities required to perform the work required.

Evaluation points will not be awarded for cost. Cost will primarily be evaluated for realism and reasonableness. DAI may award to a higher priced offeror if a determination is made that the higher technical evaluation of that offeror merits the additional cost/price.

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

4.2 Responsibility Determination

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 evidence of the required business license or non-government organization registration to operate in the host country.
2. Evidence of a DUNS number (explained below and instructions contained in Attachment D).
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.
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. Anticipated post-award Deliverables

Upon award of a subcontract, the deliverables and deadlines detailed in below table will be submitted to DAI. The Offeror should detail proposed costs per deliverable in the Price Schedule. All of the deliverables must be submitted to and approved by DAI before payment will be processed.

No.	Task	Task Deliverable	Due Date
1	Create a timeline for the work and receive materials, message and direction from IGPA and the TWG and the solid waste directorate.	Timeline and implementation plan. Briefing on specifics from the TWG and IGPA and submission of the work schedule.	Two weeks after award
2	Behavior Change Ads	Design, produce and place 5 ads for social media; 3 should be image ads and 2 should be 30 second videos. Purchase ads on Facebook for 90 days at \$10 a day for \$900 for target audience as defined by a technical working group (TWG). The 5 ads should run within the 90 day period, but ads going to different audiences can be run at the same time, (women ad \$10 and youth ad \$10) but the total spent should be \$900. Ad content will involve the TWG messages. Metrics must be including reach, likes, comments and shares from the Facebook ad page.	Starting month one and going through the end of the project.
3	Design materials	Design poster and calendar. Poster is 300 for schools and calendar is 3,000 for distribution door-to-door and	Starting one month.

No.	Task	Task Deliverable	Due Date
		leftovers to the TWG.	
4	School campaign	300 posters designed, printed and distributed through outreach visits to schools, 3,000 coloring books (5 pages each); IGPA has design so this is printing and distribution.	One-two months after the award
5	Outreach to 100 houses/places near 2 community sites for a total of 200 doors knocked	Door-knocking around the immediate area of dumping sites. Invite to meeting, clean up and distribute calendars	Starting one-two month after the award and through the end of project.
6	Town Hall meetings at locations or mosques with government and CSOs, citizens	2 meetings	Two months after the award
7	Government will be responsible for trucks, equipment and workers, and vendor will be responsible for 2 tons of garbage bags, volunteers and refreshments	2 clean ups	
8	Final report	Final report should include lessons learned, challenges and any success stories.	Close 120 days after project start date.

6. Inspection & Acceptance

The designated 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.

7. Compliance with Terms and Conditions

7.1 General Terms and Conditions

Offerors agree to comply with 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.

7.2 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 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 and nationality 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. OFAC sanctioned countries may be searched within the System for Award Management (SAM) at www.SAM.gov. 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 or nationality 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.

7.1 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.

8. 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's Ethics and Compliance Anonymous Hotline at the contacts described in this clause.

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.

9. Attachments

9.1 Attachment A: Scope of Work for Services or Technical Specifications

SCOPE OF WORK/TERMS OF REFERENCE

IGPA/Takamul

Solid Waste Communications Assistance - BABIL

A. BACKGROUND AND JUSTIFICATION

Citizens of Al Zahraa neighborhood located in the center of Hilla city in Babil province are suffering from the accumulation of dust and trashes in main and sub-roads, corners, and empty squares which led to creation of unhealthy environment that negatively affected children and elder's health causing them many health issues. These problems relate to:

- The lack of municipal awareness.
- The lack in financial and fuel allocations given to Al Hilla Municipality Directorate that effect the provision of services.
- The Improper practices of trash disposal do to the lack of citizen interest in the services provided to them.
- The lack of trust among citizens and services providers.

These problems encouraged Hilla Municipality Directorate in corporation with Babil provincial government to coordinate with IGPA/ Takamul through conducting several meetings, trainings, and technical assistance for representatives of the governor's office, trash collection, and civil society organizations in Babil province, focusing on improving the relationship between Babil Governorate and its citizens. It also focusing on supporting the implementation of a communication and outreach plan focused on service delivery, and achieve changing citizens' behavior toward proper disposal of trashes.

CSOs can play vital role as they are close to the citizens and more engaged in community affairs than many government entities. A CSO vendor will be responsible for implementing the communication and outreach plan that set for Babil with ongoing direct supervision of IGPA/ Takamul project technical staff and the Technical Working Group (TWG) members over a four-months period.

This SOW determines the activities, deliverables, quantities and quality of work set in the communication and outreach plan for Babil Governorate.

B. OBJECTIVES

- 1- Changes in behavior in littering and dumping to appropriate places for pickup.
- 2- Provide communications to the Solid Waste Directorate in service challenges.

C. SCOPE OF WORK AND DETAILED TASKS REQUIREMENTS

This RFP is designed to utilize the communication tools targeted to specific audiences, and consider the characteristics of different audiences and ways to deliver the messages in corporation with IGPA/Takamul technical team within a duration of 120 days. The vendor will collect a pre and post call averages to the service lines to serve as a baseline from the municipal directorate.

The specific activities of this SOW are described below:

No.	Task	Task Deliverable
1	Create a timeline for the work and receive materials, message and direction from IGPA and the TWG and the solid waste directorate.	One timeline and one meeting
2	Behavior Change Ads Design, produce and place 5 ads for social media; 3 should be image ads and 2 should be 30 second videos. Purchase ads on Facebook for 90 days at \$10 a day for \$900 for target audience as defined by a technical working group (TWG). The 5 ads should run within the 90 day period, but ads going to different audiences can be run at the same time, (women ad \$10 and youth ad \$10) but the total spent should be \$900. Ad content will involve the TWG messages. Metrics must be including reach, likes, comments and shares from the Facebook ad page.	Show design of ads. Show purchase of ads in progress and final report.
3	Design materials Design poster and calendar. Poster is 300 for schools and calendar is 3,000 for distribution door-to-door and leftovers to the TWG.	Copies of two designs
4	School campaign 300 posters designed, printed and	Proof of volume printed and signature of school leader signature

No.	Task	Task Deliverable
	distributed through outreach visits to schools, 3,000 coloring books (5 pages each); IGPA has design for coloring books so this is printing and distribution.	of receipt.
5	Door-knocking around the immediate area of dumping sites. Invite to meeting, clean up and distribute calendars	Outreach to 100 houses/places near 2 community sites for a total of 200 doors knocked. Vendor should submit a one page summary of the meeting.
6	Community meetings at locations or mosques with government and CSOs, citizens.	2 meetings with one page report
7	Government will be responsible for trucks, equipment and workers, and vendor will be responsible for 2 tons of garbage bags, volunteers and refreshments.	2 clean-ups
8	Final report	Final report should include lessons learned, challenges and any success stories, beneficiary interviews, before and after pictures. Should be no more than four pages and photos and Facebook analytics should be included.

D. Technical Proposals

All technical proposals should include:

- Should have at least three years' experience in relevant projects
- CVs, and organizational Structure.
- List of the technical staff with relevant experiences.
- Sample print and online materials. (can be copies, screenshots or links)

E. OUTPUTS AND DELIVERABLES

- Weekly Reports: IGPA expects a weekly report on progress of the implementation Tuesday at the close of business each week.

- The vendor will need to produce a timeline or a calendar schedule that covers the steps for social media ad design, organizing community events and school program as their first deliverable. Create a timeline for the work and receive materials, message and direction from IGPA and the TWG and the solid waste directorate.
- Behavior Change Ads Design, produce and place 5 ads for social media; 3 should be image ads and 2 should be 30 second videos. Purchase ads on Facebook for 90 days at \$10 a day for \$900 for target audience as defined by a technical working group (TWG). The 5 ads should run within the 90 day period, but ads going to different audiences can be run at the same time, (women ad \$10 and youth ad \$10) but the total spent should be \$900. Ad content will involve the TWG messages. Metrics must be including reach, likes, comments and shares from the Facebook ad page.
- Design poster and calendar. Poster is 300 for schools and calendar is 3,000 for distribution door-to-door and leftovers to the TWG.
- School campaign 300 posters designed, printed and distributed through outreach visits to schools, 3,000 coloring books (5 pages each); IGPA has design for coloring books so this is printing and distribution.
- Door-knocking around the immediate area of dumping sites. Invite to meeting, clean up and distribute calendars
- Two community meetings at locations or mosques with government and CSOs, citizens.
- Two clean ups: government will be responsible for trucks, equipment and workers, and vendor will be responsible for 2 tons of garbage bags, volunteers and refreshments.
- Information in the final report should include an outline of activities, photos, explanation of results and challenges faced. The metrics from Facebook should be included here as screenshots or downloads from the Facebook ads dashboard. Copies of the ads can be provided on a flash drive or shared link from Facebook, or through drop boxes. If there are success stories, before and after photos and photos of schools or door-knocking with interviews of beneficiaries should be included here.

F. Timeframe/duration

The duration of the implementation of this SOW are 120 days.

G. SPECIAL CONSIDERATIONS

All designed materials should be approved by IGPA/Takamul- Objective three technical team, graphic designer specialist, concerned department, and the TWG in BABIL province. All approvals should be documented in writing.

9.2 Attachment B: Proposal Cover Letter

[On Firm's Letterhead]

<Insert date>

TO: Click here to enter text.

Development Alternatives, Inc.

We, the undersigned, provide the attached proposal in accordance with **RFP**-Click here to enter text. -Click here to enter text. issued on 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:

9.3 Attachment C: Price Schedule

Item Number	Deliverable	Description/Specifications	Quantity	Percentage of total cost	Price
1	Meeting and calendar plan	A timeline or calendar outlining steps and deadlines for each activity listed should be submitted.	1 meeting 1 timeline	20%	
2	Design of materials and social media	Design for school poster, design social media posts, design calendar	5 ad concepts 1 poster design 1 calendar design	30%	
3	Print materials for schools and distribute	Print posters and 5 page coloring book 300 posters schools, 3,000 coloring books (5 pages each)	300 posters 3,000 books	20%	
4	Door knocking to 100 houses surrounding the two trashed area locations for a total number of 200 houses	Door-knock 100 households/businesses around clean-up locations—invite to meeting and clean-up	100 doors knocked reached in two locations for 200 houses	10%	
5	Two community meeting in public place or mosque meetings with government and CSO	Meetings should be targeted to areas with trash problems	2 meetings	5%	
6	Two clean-ups	Government should bring workers, trucks and equipment, and vendor responsible for 2 ton of bags, refreshments and volunteers	2 clean ups	5%	

7	Social media ad purchases	This should be ongoing, but final purchase should be close to campaign close	5 ads	5%	
8	Final Report	Final activities report with metrics from social media, the posts/video, reporting on success stories, quotes, before and after pictures and relevant quotes, interviews with beneficiaries. Should be in Arabic and English and no more than 4 pages.	1	5%	
GRAND TOTAL IN dollars					
GRAND TOTAL IN UNITED STATES DOLLARS					

Delivery Period: 120 days

9.4 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									

9.5 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. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
8. Equal Opportunity – The Bidder certifies that it does not discriminate against any employee or applicant for employment because of age, sex, religion, handicap, race, creed, color or national origin.
9. Labor Laws – The Bidder certifies that it is in compliance with all labor laws.
10. Federal Acquisition Regulation (FAR) – The Bidder certifies that it is familiar with the Federal Acquisition Regulation (FAR) and is in not in violation of any certifications required in the applicable clauses of the FAR, including but not limited to certifications regarding lobbying, kickbacks, equal employment opportunity, affirmation action, and payments to influence Federal transactions.
11. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of an DAI Purchase Order to comply with the provisions of the resulting Purchase Order and with all Federal, State, and local laws and regulations in connection with the work associated therein.

By submitting a 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.

10.6 Attachment H. **Coloring Book description for pricing purposes**

Coloring book = 5 pages, A4 size black and white, except the page 2 will be colored

Cover Paper type (first and end page) is A4 size, glossy and colored.

All these pages are fixed from the center.