



EXPRESSIONS OF INTEREST (EOI)

EOI Number: IRP-ERB-OPS-2020-026

Description: Expression of Interest for BPA for Stationery Supplies

Release Date: March 17, 2020

Due Date: 5:00 PM on March 24, 2020

For: Iraq Community Resilience Initiative (ICRI) Ta'afi

Project Implementer: Chemonics International Inc.

Funded by: United States Agency for International Development (USAID),
Contract No. AID-OAA-T-1-14-00006/7200AA18F00019

Contents of EOI Package: Section 1: Introduction
Section 2: Instructions
Section 3: Categories of Technical Services and Locations

SECTION 1: INTRODUCTION

Chemonics International Inc. (hereinafter referred to as “Chemonics”), implementing the ICRI Ta’afi Project (hereinafter referred to as Ta’afi Project), funded under USAID Contract No. AID-OAA-T-1-14-00006/7200AA18F00019, is soliciting Expressions of Interest (EOI) for BPA for Stationery Supplies that meet the eligibility requirements defined herein and have experience working in one or more of the technical areas and locations outlined in Section 3.

The goal of the ICRI project is to support community stabilization in Iraq.

Interested Parties are invited to submit their response in accordance with Section 2 (Instructions). A submittal of a response serves as notice to Chemonics International of the Party’s general interest in participating in the RFQ for BPA of Stationery Supplies for ICRI Ta’afi Project. Responses will be used to confirm eligibility for Requests for Quotation, regarding the Project’s future Stationery Supplies. However, a submittal of a response does not guarantee that the Interested Party will be contacted to perform any services. Activities that are listed in Section 3 are illustrative only; Chemonics may or may not conduct similar activities under the Project.

SECTION 2: INSTRUCTIONS

2.1 Submittal Deadline

Expressions of interest must be received by mail no later than 5:00 PM local time on March 24, 2020. Late submittals will be considered at the discretion of the Project.

2.2 Protocol for Submission of Submittals and Required Documents

Respondents are responsible for ensuring that their submittals are received in accordance with the instructions stated herein.

All submittals must be prepared in the English language. The EOI must be submitted by email to solicitations@icritaafi.org with the subject line EOI No. IRP-ERB-OPS-2020-026, the complete legal name and contact information of the responder’s organization.

Each respondent may submit only one EOI per technical area, either individually or as a partner in a joint venture or consortium. A respondent who submits or participates in more than one EOI per technical area shall cause all EOIs in that area with that respondent’s participation to be disqualified.

2.3 Questions and Clarifications

All questions and/or clarifications regarding this EOI must be submitted via email to solicitations@icritaafi.org no later than 11:00 AM local time on March 22, 2020. All correspondence and/or inquiries regarding this solicitation must reference the EOI number. No phone calls or in-person inquiries will be entertained; all questions and inquiries must be in writing.

Only the written answers will be considered official. Any verbal information received from a Chemonics or Project employees, or other entity, should not be considered as an official response to any questions regarding this EOI.

2.4 Technical Interest and Capability

Interested Parties should describe in detail their proposed qualifications for the technical categories and locations, listed in the Section 3, for which they would like to be considered. The following documents must be included in the response:

1. Company Name, Contact Information, Office Locations and Addresses
2. Summary of General Experience: Summary of general history and experience.
3. List of Equipment: Listing of company owned equipment (as applicable) and availability.

2.5 Eligibility

In order to be considered eligible under any future Requests for Quotations, Interested Parties must meet the following criteria and submit certifications of compliance as required. The EOI response must include statements from the Interested Party that it:

1. Is not debarred, suspended, or proposed for debarment, by the US Government or who proposes to do business with firms or firms' principals who are debarred, suspended, or proposed for debarment by the US Government, in the performance of the requirement of this activity.
2. Is legally registered and recognized under the laws of Iraq and is in compliance with all applicable civil, fiscal, and other applicable regulations. Such a company or organization could include a private firm, non-profit, civil society organization, or university.
3. Maintains a physical location in the possible work locations selected
4. Agree to work under U.S. Government and USAID regulations applicable to future Request for Quotations.
5. Qualify under the authorized USAID geographic code for the Project, which is **Code 935**. All commodities and services supplied for any work awarded under future Request for Quotations must meet this geographic code in accordance with the US Code of Federal Regulations (CFR), [22 CFR §228](#).

2.6 **Geographic Code**

The following applies to this RFP, all related correspondence, and any resulting subcontract:

A. Definitions:

1. **Cooperating Country:** "Cooperating country" means Iraq.
2. **Source:** "Source" means the country from which a commodity is shipped to the cooperating country or the cooperating country itself if the commodity is located therein at the time of purchase. However, where a commodity is shipped from a free port or bonded warehouse in the form in which received therein, "source" means the country from which the commodity was shipped to the free port or bonded warehouse.
3. **Nationality:** "Nationality" refers to the place of incorporation, ownership, citizenship, residence, etc. of suppliers of goods and services.

- B. Application: The source and nationality of all goods and services provided to the Project must meet the USAID geographic code 935 requirements in accordance with [22 CFR §228](#).
- C. No items, items with components from, or related services may be offered from the following countries: Cuba, Iran, Syria, and North Korea,. Related services include incidental services pertaining to any/all aspects of this work to be performed under a resulting subcontract (including transportation, fuel, lodging, meals, and communications expenses).

All goods and services provided to the Project must comply with geographic code 935.

SECTION 3: CATEGORIES OF TECHNICAL SERVICES AND LOCATIONS

3.1 Objective

Chemonics, implementing the ICRI Ta'afi Project, anticipates that it may develop activities in purchasing Stationery Supplies for several locations in Iraq listed in section 3.2. And this is illustrative only and do not represent the total possible work areas or locations. Based on the projects intention to support community stabilization in Iraq. Chemonics is seeking Expressions of Interest from eligible parties to provide Stationery Supplies for possible upcoming projects. Interested Parties should provide evidence of capability and experience in the provision of Stationery Supplies in Work Locations.

3.2 Locations of Work

The respondents must indicate where they are eligible to work and their experience in the selected technical areas for each of the following location(s):

01 - Erbil

02 - Nineveh Plain

03 - Mosul

04 - Sinjar

05 - Dhok

06 - Anbar

07 - Baghdad