



AFGHANISTAN VALUE CHAIN-LIVESTOCK

Request for Proposal (RFP)

RFP-AVCL-KBL-22-0009

Provision, Delivery, Installation and Training of Dairy Processing Machinery

Issue Date: September 22, 2022

WARNING: Prospective Offerors who have received this document from a source other than the DAI/AVC-Livestock, should immediately contact ACVLbids@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 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. 11 for more details.

1. Synopsis of the RFP

DAI, implementer of the USAID-funded AVC-Livestock project, invites qualified vendors to submit proposals/bids for the Provision, Delivery, Installation and Training of Dairy Processing Machinery as outlined below.

1. RFP No.	RFP-AVCL-KBL-22-0009
2. Issue Date	September 22, 2022
3. Title	Provision, Delivery, Installation and Training of Dairy Processing Machinery
4. Submission	DAI Global LLC, Afghanistan Value Chain – Livestock. Darya Village, Hawashenasi Road, PD 9, Kabul – Afghanistan. Bids should be submitted electronically to AVCLbids@dai.com .
5. Deadline for Receipt of Questions	4:00 PM Kabul local time October 03, 2022.
6. Deadline for Receipt of Proposals.	4:00 PM Kabul local time October 08, 2022
7. Point of Contact and questions regarding RFP	<p>All communications regarding this solicitation are to be made solely through the Issuing Office. The email AVCLbids@dai.com is to be used for submission of bids only and the email AVC-Procurement@dai.com is to be used for questions and general communications to the Procurement Officer.</p> <p>Each Bidder is responsible for reading very carefully and fully understanding the terms and conditions of this RFP. It is each interested bidder's responsibility to check for any modification or update prior to submitting their final bid.</p>
8. Anticipated Award Type	<p>Firm Fixed Price Purchase Order (FFPPO) Fixed Price Purchase Order</p> <p>An award resulting from this RFQ is anticipated to be a fixed price purchase order. The anticipated specific terms and conditions are as follows: Payment will be made by bank wire transfer to the company's Bank Account, after complete supply and delivery to the specified location, and confirmation by the relevant AVCL staff member and partner. 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 bid.</p> <p>Government Withholding Tax for Afghan Based Companies</p> <p>Pursuant to Article 72 in the Afghanistan Tax Law, effective March 21, 2009, DAI is required to withhold "contractor" taxes from the gross amounts payable to all Afghan for-profit subcontractors/vendors. In accordance with this requirement, DAI shall withhold two percent (2%) tax from all gross invoices to Afghan subcontractors/vendors under this Agreement with active AISA or Ministry of Commerce license. For subcontractors/vendors without an active AISA or Ministry of Commerce license, DAI shall withhold seven percent (7%) "Contractor" taxes per current Afghanistan Tax Law. Before signing the purchase order, the vendor will provide a copy of the organization's AISA or Ministry of Commerce license and TIN (Tax Identification Number). Amounts deducted from the invoices will be forwarded to the</p>

	<p>Ministry of Finance (MoF) Tax Division credited to the firm's TIN. Records of payments to the MOF shall be maintained on file with DAI.</p> <p>Terms and conditions for this procurement include:</p> <ul style="list-style-type: none"> • Award will only be made after review of specification by AVC-Livestock team. • Delivery of the equipment is to AVC-Livestock anchor firm offices in Kandahar province, Afghanistan. • Installation, and training is required and will be the vendor’s responsibility. • Should the machinery be lost or damaged in transportation to Afghanistan or to AVC-Livestock Office, DAI/AVC-Livestock holds no responsibility and the vendor must supply new, and undamaged equipment to the specified location in Kandahar. • If the delivered equipment does not satisfy the requirement or does not meet the specification outline in attachment A technical specification of this RFP, it will be rejected, and no payment will be made and its vendor responsibility to replace. • No procured equipment can be sourced from, or moved through, Iran or other prohibited countries (see section 14 for additional information); and • Other specifications as required and noted in this RFP. <p>For more information and detail regarding technical acceptability please refer to section 12 and Attachment A: Technical Specifications.</p> <p>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 of their bid.</p>
<p>9. Basis for Award</p>	<p>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.</p>

2. Request for Proposal - Goods

<p>10. General Instructions to Offerors</p>	<ul style="list-style-type: none"> • Deadline for receipt of quotations is 4:00 PM, Kabul local time on October 08, 2022. Late offers will be rejected except under extraordinary circumstances at DAI's discretion. • Bidders shall: <ul style="list-style-type: none"> ○ Submit quotes electronically to AVCLbids@dai.com ○ Ensure their quote must be valid for a period of 180 days. ○ Sign and date their quotation. ○ Submit in English language. ○ Complete Attachment B: Price Schedule template. ○ Deliver to AVC-Livestock Anchor Firms located in Kandahar City, Kandahar Province Afghanistan ○ Confirm days for delivery from the issuance of the Purchase Order (PO) ○ Submit price/cost in AFN. Price must include all applicable/related costs. ○ Delivery, installation, and training are required. The price should be inclusive of Government tax, custom duties, profit margin, in final delivery to the AVC-Livestock anchor firm located in Kandahar City. • Bidders agree to DAI payment terms: <ul style="list-style-type: none"> ○ Payment will be made to the business bank account. ○ Payment will be transferred to the vendor's company account receiving a correct invoice after successful delivery to Kandahar Province in response to the PO issued by the procurement department. • Applies to equipment and machinery purchased by Offerors from outside of Afghanistan: Upon issuance of the purchase order, the bidder should be willing to provide an update and documentation regularly on each step of the equipment delivery by providing some proof to AVCL Logistic department to validate the progress on acquiring of the equipment, i.e., copy of the order to the manufacturer, transportation receipts, waybill, customs clearance, and photos. • 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. DAI also reserves the right to decrease or increase the requested quantity in the RFQ. • Attachment A: Technical Specifications, including sample photos, cost list of commonly used spare parts, and training on use. <ul style="list-style-type: none"> ○ Attachment A: Technical Specification. ○ Attachment B: Proposal Cover Letter. ○ Attachment C: Price Schedule ○ Attachment D: Past Performance; and ○ Attachment E: Proposal Checklist. • <i>Should any of the noted documents or requirements not be submitted, DAI/AVC-Livestock retains the right to disqualify the Offeror.</i> • All communications, bids and supporting documentations must be in English language. • Shipment and Delivery:
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	<ul style="list-style-type: none"> • Bidders should describe the source of origin of the machinery and note the anticipated route and method for import/delivery of the machinery. • AVC-Livestock will not assume responsibility of shipment, customs charges, damage and/or losses from source to shipment address. This is the sole responsibility of the vendor. • Delivery of the equipment should be to the AVC-Livestock anchor firm office in Kandahar province. Exact address of firm will be given upon award.
11. Questions Regarding the RFP	<p>Each Offeror is responsible for reading carefully and fully understanding the terms and conditions of this RFP.</p> <p>All 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 interested Offerors.</p>
12. Requirements for Technical Acceptability	<ul style="list-style-type: none"> • For list of the required items and their specifications refer to Attachment A. • Offerors must include a statement on delivery/shipment as part of the Price Schedule in Attachment C. • In addition to meeting the Technical Specifications listed above, offerors are required to meet or exceed the significant non-cost factors listed below: • Offerors must possess at minimum 3 years of relevant in-country experience, including import and delivery of large equipment and machinery, or similar goods to other customers. • Offeror must have documented ability to meet required delivery timelines, as demonstrated through references from prior clients. • Offeror must demonstrate its ability to transport the goods without damage or losses. • Offerors are required to provide sample pictures for the offered equipment's along with offered specifications. • Offerors should be able to transfer any warranty/guarantee to AVC-Livestock's partner firm for the equipment. • The offeror should confirm they do not require any advance payment prior to the delivery of goods.
13. Determination of Responsibility	<p>DAI will not enter into any type of agreement with a vendor prior to ensuring the vendor's responsibility. When assessing a vendor's responsibility, the following factors are taken into consideration:</p> <ul style="list-style-type: none"> • Provide copies of the required business licenses to operate in the host country. • Evidence of a Unique Entity ID (SAM) Number (explained below and instructions contained in the Annex 1). • The source, origin and nationality of the services are not from a Prohibited Country (explained below). • Ability to comply with required or proposed delivery or performance schedules
14. Geographic Code	<ul style="list-style-type: none"> • Under the authorized geographic code for its contract DAI may only procure goods and services from the following countries. <ul style="list-style-type: none"> • Geographic Code 935: Goods and services from any area or country including the cooperating country but excluding Prohibited Countries. • DAI must verify the source, nationality, and origin, of goods and services and fully ensure (possible) that DAI does not procure any services from prohibited countries

	<p>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.</p> <ul style="list-style-type: none"> • By submitting a quote in response to this RFQ, Bidders 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
15. Prohibited Technology	Bidders 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.
16. Unique Entity ID (SAM) Number	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 Unique Entity ID (SAM) 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. For those required to obtain a Unique Entity ID number, please see Annex 1.
17. 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 F.
18. Procurement Ethics	By submitting an offer, 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. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Offeror or 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 ethics@dai.com.
19. Anti-Corruption and Anti-Bribery Policy and Reporting Responsibilities	<p>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:</p> <ul style="list-style-type: none"> • 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 misstating 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/subcontractor. Subcontractors must also avoid collusion or conflicts of interest in their procurements from vendors. Any such relationship must be disclosed immediately to DAI for review and appropriate action, including possible exclusion from award. <p>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.</p>

	<p>Government business. Any attempted or actual corruption should be reported immediately by either the offeror, subcontractor, or DAI staff to:</p> <ul style="list-style-type: none">• 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 hotline@usaid.gov. <p>By signing this quotation, 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</p>
20. Payment Terms	Bidder understands and agrees to DAI payment terms, whereby payment is made after the completion of the services and within 30 days of receipt of a correct invoice.

Attachment A: Technical Specification

Offerors should bid on the below specified Dairy Processing machinery.

Dairy Processing Machinery Technical Specification:

Please note – the source of origin/model below is illustrative – bids may include options for alternative source of origin/models with equivalent specifications.

1. Milk chiller.

Specification:

- Capacity: 1,500 liters
- Warranty of core components: 2 years
- Core components: Pump, and compressor
- Condition: New
- Type: Air-cooled
- Voltage: Customized
- Dimension (L*W*H): 1,300*650*1,450 mm
- Weight: 250 kg
- Certification: CE
- Key selling points: Automatic
- Refrigerating capacity: 15,000 Kcal/h
- Compressor brand: good quality from any of the well-recognized company
- Compressor power: 5 Hp
- Pump power: 0.75 KW
- Pump flow: 100L/min
- Evaporator type: Stainless steel 316 plate
- Condenser type: Microchannel
- Temperature range: 5-25C
- Water tank: 100L SUS 304
- Refrigerant: R-513A



2. Milk cream separator.

Specification:

- Warranty: 1 year
- Voltage: 380V/50HZ, 220V/60HZ
- Power: 3 kW
- Condition: New
- Weight: 260 kg
- Dimension (L*W*H): 850X625X985 mm
- Certification: ISO9001, CE
- Capacity of Cream Separator 1500 L (when tested by water)



- After-sales service provided: Overseas third-party support available or vendor should provide a written warranty period to AVC-L anchor firm for post award service

3. Milk homogenizer.

Specification:

- Warranty of core components: the vendor should provide written warranty period
- core components: Motor, homogenizer, a high-pressure homogenizer
- Condition: New
- Processing types: Milk
- Voltage: 220V
- Power: 5.5 kW-37 kw
- Weight: 100 kg
- Dimension (L*W*H): 1,030*450*990 mm
- Certification: CE, TUV
- Capacity: 18 to 2000 L/h
- Max pressure: 25-50 Mpa
- Material: Stainless steel
- Application: Beverage



4. Milk pasteurizer.

Specification:

- Warranty: 1 year
- Condition: New
- Usage: sterilizing of beverage, milk, and juice
- Voltage: 380V/50HZ,3HP, other can be available
- Power: 4-10 KW
- Weight: 700-800 KG
- Dimension(L*W*H): Based on the actual volume
- Certification: ISO9001/CE
- After-sales service provided: Overseas third-party support available
- Material: SS316
- Capacity of Milk Pasteurizer 1000 L/hour



5. Milk analyzer

Specificaion:

- Product Name: Milk test 11 Milk Analyzer, or equivalent
- Power: Should work with a 12V car lighter input or (optional) battery.
- Certificate: ISO 9001 or equilent certified
- Sub specifications:
- Equipped with ultrasonic technology.
- With 500 measurement memories and a peristaltic pump.
- Low energy consumption.



- Can do daily and monthly reporting.
- Can be connected to the computer via a USB connection.
- The large LCD is easy to read.
- Built-in keyboard
- There is time representation

Delivery, Installation and Training

- **Delivery, training, and Installation** – Bidders must document delivery, training and installation requirements for the machineries.
 - **Delivery** – Anticipated delivery schedule, to include – at a minimum – the estimated delivery time, shipment path noting that no equipment can be transferred through restricted countries.
 - **Installation** – Number of days required for complete installation and what infrastructure and requirements are needed for installation of the machine. Must include the CV or CVs of professionals with applicable knowledge and ability to install a highly complex system. Professionals should either be able to speak the local language (Pashto) or vendors should provide translation services.
 - **Training** – Number of days required to train anchor firm staff on the use, maintenance, and calibration of the machineries. This section must include a training schedule and key topics how to operate and use the machine to be covered during the training session. Must include the CV or CVs of professionals with applicable knowledge and experience in training on highly complex dairy processing machines. Professionals should either be able to speak the local language (Pashto) or vendors should provide translation services.

Evaluation Criteria for “**Technical Acceptability**” will include scoring based upon the following:

Evaluation Criteria	Evaluation Sub-criteria (if needed)	Maximum Points
Technical Specifications	Comprehensive and details specification of the dairy processing machineries, all technical requirements, warranty information, after sales service and all other required information as noted in Section 12 of this RFP. Provide high quality machinery to AVC-L project.	40 points
Delivery & Installation	Reasonable delivery times, with emphasis on quick delivery. Information on requirements for set-up and installation of machinery. CV(s) that demonstrate knowledge and experience for installation.	20 points
Training	Training schedule and curriculum that demonstrate complete coverage of the machinery. CV(s) that demonstrate knowledge and experience for installation.	20 points
Past Performance	Relevant/Similar experience in at least 3 projects within the past 5 years.	20 points
Total Points		100 points

Attachment B: Proposal Cover Letter

To: DAI Global, LLC, Afghanistan Value Chain – Livestock Project

Darya Village, Hawashenasi Road, 9th District, Kabul,
Afghanistan

We, the undersigned, provide the attached quotation in accordance with RFP-AVCL-KBL-22-0009 for the Provision and delivery of dairy processing machineries issued on **September 22, 2022.**

I certify a validity period of one hundred and twenty (180) days for the prices provided in the attached quotation. Our quotation shall be binding upon us, subject to the modifications resulting from any discussions.

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

Yours sincerely,

Company Seal/Stamp

Authorized Signature:

Name and Title of Signatory:

Name of

Firm:

Address:

Telephone:

Email:

:

Attachment C: Price Schedule

All Offerors MUST provide exact details and specification for items they offer. Failure to do so may result disqualification of the proposal. See Technical Specifications for all information. The offerors are highly encouraged to provide photos of their proposed machineries

Item	Notes	Qty	Unit	Unit Price AFN	Total Price AFN
Milk chiller, including installation and training	Delivery, installation and training are required. The price should be inclusive of all taxes, admin cost, profit margin, delivery and installation costs.	1	Each		
Milk homogenizer, including installation and training	Delivery, installation and training are required. The price should be inclusive of all taxes, admin cost, profit margin, delivery and installation costs.	1	Each		
Milk pasteurizer, including installation and training	Delivery, installation and training are required. The price should be inclusive of all taxes, admin cost, profit margin, delivery and installation costs.	1	Each		
Milk cream separator, including installation and training	Delivery, installation and training are required. The price should be inclusive of all taxes, admin cost, profit margin, delivery and installation costs.	1	Each		
Milk analyzer, including installation and training	Delivery, installation and training are required. The price should be inclusive of all taxes, admin cost, profit margin, delivery and installation costs.	1	Each		
Grand Total AFN:					

Important note:**Delivery Location:****Kandahar City, Kandahar Province, Afghanistan****Delivery and Transpiration:****the selected bidder will be responsible for the delivery, installation, training, and transportation**

Attachment D: Past Performance Form

Include projects that best illustrate your experience providing similar services in or outside of Kabul for international NGOs or contractors. Projects should have been undertaken in the past three to five years.

#	Project Title	Description of Activities	Client Name, Contact Name & Tel/Email Funding Agency if applicable	Location City/	Cost in AFN	Period of Performance	Type of Agreement, Subcontract, Grant, PO (fixed price, cost reimbursable)
1							
2							
3							
4							
5							

Attachment E: Proposal Checklist

Offeror: _____

Does your proposal include the following?

Provision of unique Technical Specifications, preferably with sample photos (per Attachment A)

- Exact machinery specifications, including source of origin, model, brand, and other technical requirements
- How the offeror will setup and install (technically and logistically)

Delivery/Installation:

- Anticipated delivery schedule
- Installation plan and days required
- CV/CVs for installation personnel

Training:

- Training plan and curriculum
- Number of days required
- CV/CVs for training personnel

Cost:

- Signed and Stamped Cover Letter on Company Letterhead (per Attachment C)
- Price Schedule (per Attachment B)
 - Detailed unit cost of all machinery
 - Past Performance Table (per Attachment F)

Documents to determine vendor responsibility,

- Copy of Valid business license
- Evidence of a Unique Entity ID (SAM) Number
- Company president and vice president Copy of passport/Tazkira ID

Please note that obtaining a Unique Entity ID number (UEI) is a new process. All vendors must complete this requirement and have a valid UEID to be evaluated for an award under this solicitation

Attachment F: Representations and Certifications of Compliance

1. Federal Excluded Parties List - The Bidder Select is not presently debarred, suspended, or determined ineligible for an award of a contract by any Federal agency.
2. Executive Compensation Certification- FAR 52.204-10 requires DAI, as prime contractor of U.S. federal government contracts, to report compensation levels of the five most highly compensated subcontractor executives to the Federal Funding Accountability and Transparency Act Sub-Award Report System (FSRS)
3. Executive Order on Terrorism Financing- The Contractor is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Contractor/Recipient to ensure compliance with these Executive Orders and laws. Recipients may not engage with, or provide resources or support to, individuals and organizations associated with terrorism. No support or resources may be provided to individuals or entities that appear on the Specially Designated Nationals and Blocked persons List maintained by the US Treasury (online at www.SAM.gov) or the United Nations Security Designation List (online at: http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml). This provision must be included in all subcontracts/sub awards issued under this Contract.
4. Trafficking of Persons – The Contractor may not traffic in persons (as defined in the Protocol to Prevent, Suppress, and Punish Trafficking of persons, especially Women and Children, supplementing the UN Convention against Transnational Organized Crime), procure commercial sex, and use forced labor during the period of this award.
5. Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions – The Bidder certifies that it currently is and will remain in compliance with FAR 52.203-11, Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions.
6. Organizational Conflict of Interest – The Bidder certifies that will comply FAR Part 9.5, Organizational Conflict of Interest. The Bidder certifies that is not aware of any information bearing on the existence of any potential organizational conflict of interest. The Bidder further certifies that if the Bidder becomes aware of information bearing on whether a potential conflict may exist, that Bidder shall immediately provide DAI with a disclosure statement describing this information.
7. Business Size and Classification(s) – The Bidder certifies that is has accurately and completely identified its business size and classification(s) herein in accordance with the definitions and requirements set forth in FAR Part 19, Small Business Programs.
8. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
9. Equal Opportunity – The Bidder certifies that it does not discriminate against any employee or applicant for employment because of age, sex, religion, handicap, race, creed, color or national origin.
10. Labor Laws – The Bidder certifies that it is in compliance with all labor laws..
11. Federal Acquisition Regulation (FAR) – The Bidder certifies that it is familiar with the Federal Acquisition Regulation (FAR) and is in not in violation of any certifications required in the applicable clauses of the FAR, including but not limited to certifications regarding lobbying, kickbacks, equal employment opportunity, affirmation action, and payments to influence Federal transactions.
12. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of an DAI Purchase Order to comply with the provisions of the resulting Purchase Order and with all Federal, State, and local laws and regulations in connection with the work associated therein.

By submitting a proposal, offerors agree to fully comply with the terms and conditions above and all applicable U.S. federal government clauses included herein, and will be asked to sign these Representations and Certifications upon award.

Annex 1: Quick Start Guide for Getting a Unique Entity ID (SAM)

INSTRUCTIONS FOR OBTAINING AN Unique Entity ID (SAM)

Note: There is a Mandatory Requirement for your Organization to Provide an Unique Entity ID (SAM) to DAI

I. SUBCONTRACTS/PURCHASE ORDERS: All domestic 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. *Your organization is exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. Please see the self-certification form attached.*

II. MONETARY GRANTS: All foreign entities receiving first-tier monetary grants (standard, simplified and FOGs) with a value equal to or over \$25,000 and performing work outside the U.S. must obtain an Unique Entity ID (SAM) prior to signing of the grant. All U.S. organizations who are recipients of first-tier monetary grants of any value are required to obtain an Unique Entity ID (SAM); the exemption for under \$25,000 applies to foreign organizations only.

NO SUBCONTRACTS/POs (\$30,000 + above) or MONETARY GRANTS WILL BE SIGNED BY DAI WITHOUT PRIOR RECEIPT OF AN UNIQUE ENTITY ID (SAM).

DAI'S VENDORS, SUBCONTRACTORS & GRANTEES

Note: The determination of a successful offeror/applicant resulting from this RFP/RFQ/RFA is contingent upon the winner providing an Unique Entity ID (SAM) to DAI. Organizations who fail to provide an Unique Entity ID (SAM) will not receive an award and DAI will select an alternate vendor/subcontractor/grantee.

Background:

Summary of Current U.S. Government Requirements - Unique Entity ID (SAM)

Effective April 4, 2022, entities doing business with the federal government will use the Unique Entity Identifier (SAM) created in SAM.gov. The Unique Entity ID (SAM) is a 12-character alphanumeric value managed, granted, and owned by the government. This allows the government to streamline the entity identification and validation process, making it easier and less burdensome for entities to do business with the federal government.

Entities are assigned an identifier during registration, or one can be requested at SAM.gov without needing to register. Ernst and Young provides the validation services for the U.S. Government. The information required for getting an Unique Entity ID (SAM) without registration is minimal. It only validates your organization's legal business name and address. It is a verification that your organization is what you say it is.

The Unique Entity ID (SAM) does not expire.

THE PROCESS FOR OBTAINING AN UNIQUE ENTITY ID IS OUTLINED BELOW:

1. Have the following information ready to request an Unique Entity ID (SAM)
 - a. Legal Business Name
 - b. Physical Address (including ZIP + 4)
 - c. SAM.gov account (this is a user account, not actual SAM.gov business registration).
 - i. **As a new user**, to get a SAM.gov account, go to www.sam.gov.
 1. Click "Sign In" on the upper right-hand corner.
 2. Click on "Create a User Account"

An official website of the United States government [Here's how you know](#)

LOGIN.GOV SAM.GOV

Diagram illustrating the connection between a user profile, a lock icon, and a computer monitor displaying a user profile.

sam.gov is using Login.gov to allow you to sign in to your account safely and securely.

Email address

Password Show password

Sign in

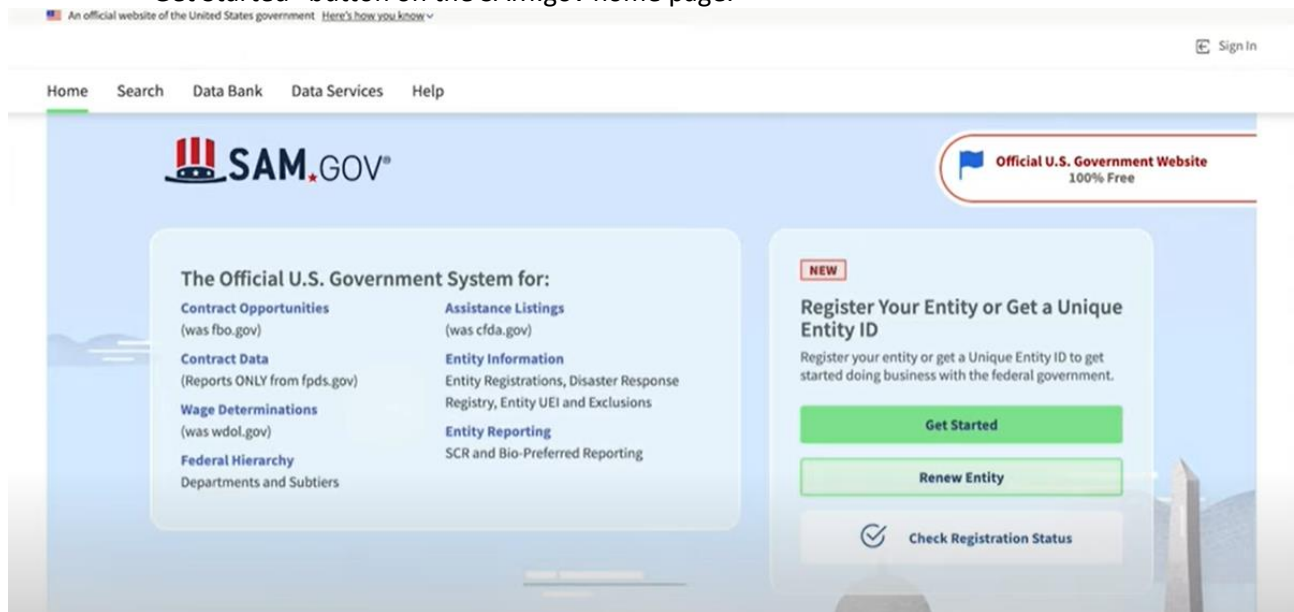
Create an account

3. Choose Account Type:
 - a. Create an Individual User Account to perform tasks such as register/update your entity, create and manage exclusion records or to view FOUO level data for entity records.
 - b. Create a System User Account if you need system-to-system communication or if performing data transfer from SAM to your government database system. Complete the requested information, and then click "Submit."
4. Click "DONE" on the confirmation page. You will receive an email confirming you have created a user account in SAM.

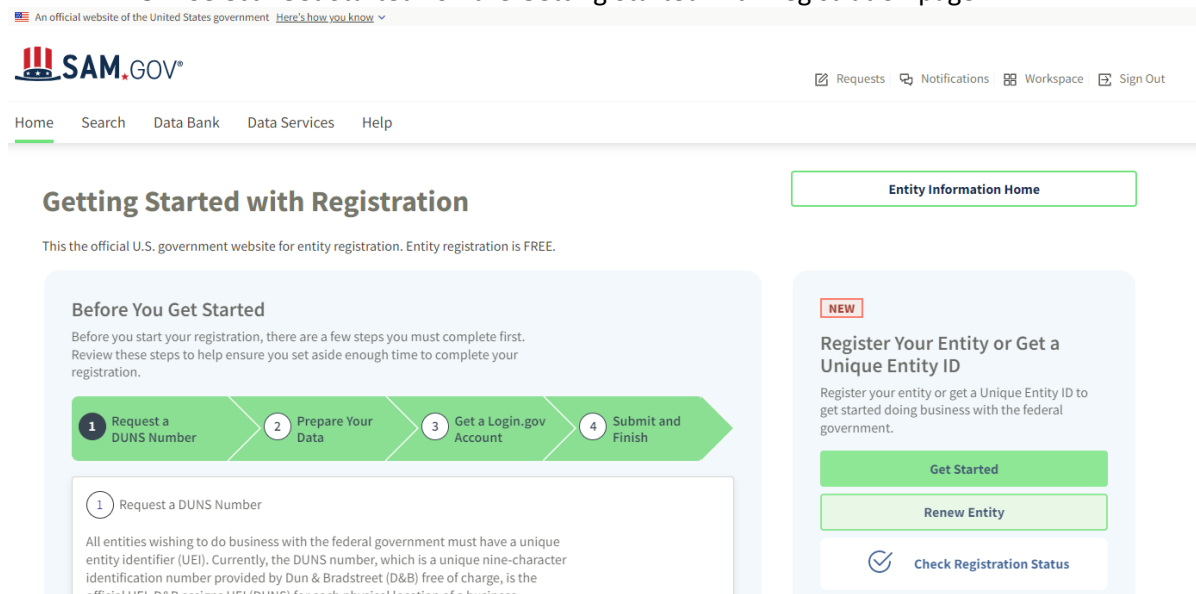
- Click the validation link in the email that contains the activation code within 48 hours to activate your user account. If the email link is not hyperlinked (i.e., underlined or appearing in a different color), please copy the validation link and paste it into the browser address bar. You can now register an entity.

NOTE: Creating a user account does not create a registration in SAM, nor will it update/renew an existing registration in SAM.

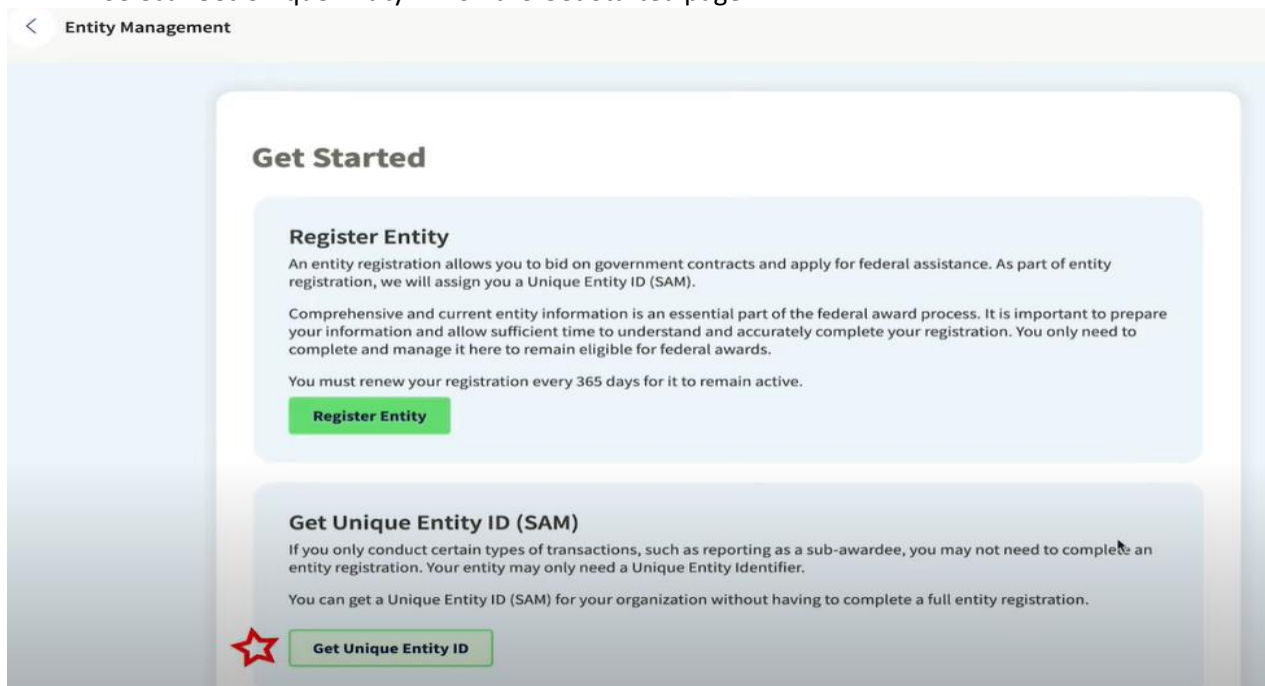
- Once you have registered as a user, you can get an Unique Entity ID by selecting the “Get Started” button on the SAM.gov home page.



- Select “Get Started” on the Getting Started with Registration page.



4. Select "Get Unique Entity ID" on the Get Started page.



5. Enter Entity Information.



- a. If you previously had a DUN Number, make sure your Legal Business Name and Physical Address are accurate and match the Entity Information, down to capitalization and punctuation, used for DUNS registration.

6. When you are ready, select "Next"
7. Confirm your company's information.



- a. On this page you will have the option to restrict the public search of this information. "Allow the selected record to be a public display record." If you uncheck this box, only you and the federal government users will be able to search and view the entity information and entities like DAI will not be able to independently verify that you have a Unique Entity Identifier (SAM).

Allow the selected record to be a public display record.

If you feel displaying non-sensitive information like your registration status, legal business name and physical address in the search engine results poses a security threat or danger to you or your organization, you can restrict the public viewing of you record in SAM's search engine. However, your non-sensitive registration information remains available under the Freedom of Information Act to those who download the SAM public data file. [Learn more about SAM public search results](#).



Previous



Cancel



Next

8. When you are ready, select "Next"
9. Once validation is completed, select "Request UEI" to be assigned a Unique Entity ID (SAM). Before requesting your UEI (SAM), you must certify that you are authorized to conduct transactions under penalty of law to reduce the likelihood of unauthorized transactions conducted for the entity.



Request UEI

You have completed validation. Select **Request UEI** to be assigned a Unique Entity ID.

VERIFIED MATCH:

US TEST COMPANY 999 ● Public

DUNS UNIQUE ENTITY ID:
362267515

PHYSICAL ADDRESS
3501 CORPORATE PKWY
CENTER VALLEY, PA 18034
US

Before requesting your UEI, please certify that you are authorized to conduct transactions under penalty of law to reduce the likelihood of unauthorized transactions conducted for my entity. Then select **Request UEI**.

I certify that I am authorized to conduct transactions on behalf of the entity.

Request UEI

10. The Unique Entity ID will be shown on the next page. SAM.gov will send an email confirmation with your Unique Entity ID.



Receive UEI

Congratulations! You have been assigned the following Unique Entity ID.

EH4HG9MLR7Q6

VERIFIED MATCH:

US TEST COMPANY 999 ● Public

DUNS UNIQUE ENTITY ID:
362267515

SAM UNIQUE ENTITY ID:
EH4HG9MLR7Q6

PHYSICAL ADDRESS
3501 CORPORATE PKWY
CENTER VALLEY, PA 18034
US

You have finished getting your Unique Entity ID, select **Done** to return to your workspace.

To continue with registration, select **Continue Registration**.

Continue Registration

Done

11. If you need to view the Unique Entity ID from SAM in the future or update the organization's information, sign into SAM.gov and go to "Entity Management" widget.

The screenshot displays the SAM.gov Workspace interface. At the top, the SAM.GOV logo is on the left, and navigation links for Requests, Notifications, Workspace, and Sign Out are on the right. Below the logo, a navigation bar includes Home, Search, Data Bank, Data Services, and Help. The main content area is titled "Workspace" and features several widgets:

- Entity Management:** A widget titled "Entity Management" with the subtitle "What do I need for registration?" and a "Get Started" button. It contains two sections:
 - Entity Registration:** Shows four categories: ACTIVE (0), DRAFT (0), WORK IN PROGRESS (0), and SUBMITTED (0). Below this, it states "Next Update Due: Due in Next 30 days: 0 Entity Registrations".
 - Unique Entity ID:** Shows two categories: ACTIVE (1) and DRAFT (0).
- System Accounts:** A widget showing five categories: ACTIVE (1), DRAFT (0), CHANGE REQUEST (0), PENDING (0), and DEACTIVATED (0).
- Profile:** A sidebar section with a user profile picture, a "Downloads" button, "Saved Searches" (with a magnifying glass icon), and "Following" (with a binoculars icon).
- Pending Requests:** A section titled "Pending Requests" with the text "No pending requests" and a "See All" link.
- Notifications:** A section titled "Notifications" with the text "No available notifications" and a "See All" link.
- Add A New Role:** A section titled "Add A New Role" with instructions: "Select on the options below to request a new role. If you need a role that you do not see below, contact an administrator for your organization directly." Below this is a dropdown menu labeled "Select a Role" and a "GSA" logo.