

Request for Quotation

Solicitation No. RFQ#1903-044
Title: Digital Marketing & Design Agency
Issue Date: October 10, 2023
Closing Date: October 24, 2023
Questions Due: October 19, 2023
Closing Time: 17hrs (5 pm) Beirut, Lebanon time
Subject: USAID Contract No. 72026821C00002
Innovation for Affordable and Renewable Energy for All (INARA) Project

DT Global, the implementer of the Innovation for Affordable and Renewable Energy for All (INARA) Project under USAID Contract No. 72026821C00002, invites proposals for Digital Marketing & Design Agency to conduct work as described in Attachment I “Statement of Work.”

The period of performance for this activity anticipates commencing **December 2023** and ending **August 2024 with possibility of extension**. The issuance of a subcontract is subject to availability of funds, successful negotiation of the subcontract terms and budget, and reception of USAID’s Contracting Officer subcontract consent, if required. The Contract resulting from this award is envisioned to be a Blanket Purchase Agreement (BPA).

DT Global encourages your organization to indicate its interest in this procurement by submitting a proposal in accordance with the instructions in Attachment II “Instructions to Offerors”. Offers will be evaluated based on the evaluation criteria established in Attachment III of this solicitation. An award will be made to the Offeror whose proposal represents the best value to the project after evaluation in accordance with the criteria stated in the solicitation.

To be considered under the solicitation process, the Offeror should submit a complete proposal by the means indicated herein no later than the closing date and time indicated above. Offerors should ensure that the proposals are well written, easy to read and follow, and contain only the requested information.

Proposals should be submitted **electronically** via email to:

INARA Procurement Team
Email: procurement_inara@dt-global.com

The solicitation number above must also be mentioned in the subject of the email.

All questions relating to this solicitation must be submitted **electronically** via email to:

Procurement Team at procurement_inara@dt-global.com, no later than **October 19, 2023 at 17hrs (5 pm) Beirut, Lebanon time**. Unless otherwise notified by an amendment to this RFQ, no questions will be accepted after this date. No questions/clarifications will be entertained if received by means other than the specified email address. The solicitation number should be stated in the subject. If you are planning to submit a proposal, it is imperative to confirm receipt of this solicitation by email to procurement_inara@dt-global.com in order to be included on the solicitation mailing list to receive answers to questions and any future amendment(s).

Proposals must be submitted separately via two different emails. The first email shall include the technical proposal as an attachment and should be named “Technical Proposal” and the



second email shall include the cost/business proposal and should be named "Business Proposal."

Attachments:

- Attachment I Statement of Work
- Attachment II Instructions to Offerors
- Attachment III Evaluation Criteria
- Attachment IV Prime Contract Flow-Down Clauses

Sincerely,

INARA Procurement

ATTACHMENT I
STATEMENT OF WORK

1. Purpose & Background:

DT Global is currently implementing the USAID-funded Innovation for Affordable and Renewable Energy for All (INARA) project. INARA seeks to increase the supply of electricity; and to increase the power supply's cost effectiveness, eco-friendliness, sustainability, and reliability, while clarifying and strengthening the enabling environment for renewable energy (RE).

The INARA Activity's purpose is to maximize access to power for the largest number of beneficiaries possible through increasing Lebanon's supply of renewable energy. To achieve this purpose, the Contractor, DT Global through the INARA Activity, will propagate renewable energy systems in Lebanon.

This RFQ is seeking a Lebanese registered firm, expert in Digital Marketing & Design to conduct work as described below.

This request for quotation (RFQ) is to solicitate technical and cost proposals for the below SOW.

The scope of work and technical requirements for this assignment, as well as guidelines for proposal submission are detailed under Scope of Work. The parameters indicated in this scope of work represent the scope of work currently anticipated but is subject to adjustment. DT Global has the right to request updated cost proposals from top offerors based on final details of the scope and sample size following initial review of technical and cost proposals.

2. Overview

This document outlines the scope of work for hiring an agency to transform our content and work into visually appealing assets for use on social media platforms, as well as for print and events as needed. The agency will be responsible for creating a wide range of visual content, including but not limited to social media posts, videos, infographics, animations, and general designs.

Project Objectives:

1. *Enhance Brand Visibility:* Create visually engaging content that promotes our brand and increases our presence on social media.
2. *Audience Engagement:* Develop content that resonates with our target audience and encourages user interaction.
3. *Consistency:* Maintain a consistent visual identity across all platforms and materials, ensuring brand cohesion.
4. *Versatility:* Produce content suitable for various social media platforms, print materials, and events.

3. Scope of Work:

Offeror should address how it intends to carry out the Statement of Work. It should also demonstrate a clear understanding of the work to be undertaken and of the responsibilities of all parties involved.

DT Global is seeking to subcontract a Lebanese firm that is highly experienced in Digital Marketing & Design. Offerors must submit proposals which demonstrate a clear understanding of the assignment, address all aspects of the scope of work detailed in the following sections, and clearly demonstrate their ability to complete the work without sacrificing quality, explicitly discussing any relevant trade-offs to be considered as part of the technical approach.

1. Social Media Content Creation:

- a. **Social Media Posts:** Design and create visually appealing and engaging social media posts on platforms such as Facebook, Instagram, Twitter, LinkedIn, etc. This includes images, graphics, and text.
- b. **Videos:** Develop short promotional videos, including editing, animations, and adding appropriate music or voiceovers.
- c. **Infographics:** Design infographics that convey complex information in a visually accessible manner.
- d. **Animations:** Create animated content for social media, such as GIFs or short video clips.
- e. **Photography & Videography:** Photography coverage for a workshop or event and would like to receive 50 edited photos capturing key moments and candid shots from the event. Videography service with interviews for a workshop or event and would like to receive a highlight video, edited, approximately 2-3 minutes in length.

2. Design for Print:

- a. **Print Materials:** Design brochures/ trifold, flyers, rollup banners, banners, posters, signage, and any other print materials required for visibility purposes.

3. Content Ideation:

- a. Collaborate with our communications coordinator to generate creative concepts and ideas for visual content.

4. Brand Consistency:

- a. Ensure that all visual content adheres to our brand guidelines and maintains a cohesive

ATTACHMENT II

INSTRUCTIONS TO OFFERORS

General Instructions

These Instructions to Offerors will not form part of the offer or of the Subcontract. They are intended solely to aid Offerors in the preparation of their proposals.

- This is a full and open competition open to Lebanese registered firms.
- Offerors shall send their registration documents.
- The proposals, and all corresponding documents related to the proposal must be written in the English language unless otherwise explicitly allowed.
- No costs incurred by the Offerors in preparing and submitting the proposal are reimbursable by DT Global. All such costs will be at the Offeror's expense.
- Proposals and all cost and price figures must be presented in USD. It is important to note that INARA project is **VAT exempted**, all invoices issued by your company will be stamped and signed with a special stamp filled in detail as mentioned in the agreement with the ministry of finance.
- The Offeror must state in its Proposal the validity period of its offer. The minimum offer acceptance period for this RFQ is **60 days** after closing date of the RFQ. Offers with a shorter acceptance period will be rejected. This RFQ in no way obligates DT Global to award a subcontract.
- Responsibility Determination: Award shall only be made to "responsible" prospective Offerors. To enable DT Global to make this determination, the Offeror must briefly describe in the Attachment Section of the proposal that it:
 - has adequate financial resources including appropriate insurance coverage to perform the work stated herein, or the ability to obtain them.
 - is able to comply with the required or proposed delivery or performance schedule, taking into consideration all existing commercial and governmental business commitments.
 - has a satisfactory performance record.
 - has a satisfactory record of integrity and business ethics.
 - has the necessary technical capacity, equipment and facilities, or the ability to obtain them; and
 - is otherwise qualified and eligible to receive an award under applicable laws and regulations.
- Eligibility of Firms – Source /Nationality: The authorized geographic code for the source and nationality of the goods, services, and suppliers under the INARA contracts is 937. 937 requires that goods and services be acquired from the United States, cooperating country, and developing countries other than advanced developing countries but excluding any country that is a prohibited source. A full discussion of the source and nationality requirements maybe found at 22 CFR 228. Offerors whose proposals fail to meet the nationality requirements will be considered non-responsive.
- NDAA Section 889 Compliance. Section 889 of John S. McCain National Defense Authorization Act for Fiscal Year 2019 (NDAA) prohibits the U.S. Government and its contractors from (1) procuring or obtaining any equipment, system, or services that uses covered telecommunications equipment or services and (2) enter into a contract (or extend or renew a contract) with an entity that uses any equipment, system, or service that uses covered telecommunications equipment or services. A full

discussion of the prohibitions can be found at FAR 52.204-25. To be eligible for award the offeror must complete and sign the representation in Attachment IV.

- In addition to the above and to comply with the Lebanese local laws, Offerors must be licensed and authorized to conduct business in Lebanon.
- Late Offers: Offerors are wholly responsible for ensuring that their offers are received in accordance with the instructions stated herein. DT Global reserves the right to reject any offer not submitted by the indicated deadline, even if it was late as a result of circumstances beyond the Offeror's control.
- Modification/Withdrawal of Offers: Offerors have the right to withdraw, modify or correct their offer after such time as it has been emailed to DT Global; at the email address stated above and provided that the request is made before the RFQ closing date.
- Disposition of Proposals: Proposals submitted in response to this RFQ will not be returned. Reasonable efforts will be made to ensure confidentiality of both Business and Technical Proposals received from all Offerors. This RFQ does not seek information of a highly proprietary nature but if such information is included in the Offeror's proposal, the Offeror must alert DT Global and must annotate the material by marking it "Confidential and Proprietary" so that these sections can be treated appropriately.
- Regardless of the method used in the submission of the proposal, the Technical Proposal and Business Proposal must be kept separate from each other. Technical Proposals **must not** make reference to cost or pricing data in order that the technical evaluation may be made strictly on the basis of technical merit.
- Clarification and Amendment to the RFQ:
 - Any question raised regarding this solicitation should be received no later **5 pm Beirut, Lebanon** time on **October 19, 2023**. All questions must be **in writing**, emailed to the email address specified in the cover letter. No questions/clarifications will be entertained if they are received by means other than the aforementioned email address. The solicitation number should be stated in the subject line. Responses to questions received will be compiled and emailed to potential Offerors.
- If Offeror intends to submit a proposal in response to this solicitation and wishes to receive any updates thereto, Offeror is encouraged to confirm receipt of this solicitation by email to the email address specified in the cover memo.
- Offeror's email message should state in the subject the solicitation number. Also, the email should include the name of your organization, the name of contact person, email address and telephone number.
- DT Global anticipates that discussions with Offerors will be conducted; however, DT Global reserves the right to make award without discussions. Therefore, it is strongly recommended that Offerors present their best offer as their initial submission.
- DT Global may waive informalities and minor irregularities in proposals received.

Submission of Proposal:

- Proposals must be submitted in an electronic format as an email attachment, sent to the email address specified in the cover letter, no later than the date and time specified in the cover letter.
- The email should state the solicitation number in the subject line.
- The file attachment should be in a format that can be opened by one of the following applications: PDF, MSWord, MSExcel, MSPowerPoint. The submission of attachments in any other format may result in disqualifying the offer.
- Please note that the DT Global email server has a limitation of 20MB for the total attachments per single email. It is strongly recommended that the size of ALL attachments per a single email be less than 20MB.

- The technical proposal and business proposals should be submitted in two separate emails. The first should be named “Technical” and the second is named “Cost/Business.” If the submission will be through several emails, then the emails should be sequentially numbered indicating the total number of emails that will be submitted (example 1/4, 2/4, 3/4 and 4/4).

Content of Proposal:

The proposal shall consist of five (5) sections. 1) The Cover Page-Technical, 2) The Technical Proposal, 3) The Cover Page-Cost, 4) the Cost/Business Proposal; and 5) The Attachments

1. The Cover Page-Technical:

The cover page should be on the Offeror’s letterhead and **MUST** contain the following information:

- Solicitation Number
- Company’s Name:
- Company’s Address
- Name of Company’s authorized representative
- Telephone No, Cellular Phone #, Email address
- Validity of Proposal
- Signature, Date and time

2. Technical Proposal:

The technical proposal shall describe how the Offeror intends to carry out the statement of work. It will also address the Offeror’s corporate capabilities to carry out the work and the extent to which the Offeror has a demonstrated ability to provide the required services.

The Offeror will also include the resumes of all proposed personnel. The Offeror shall provide information about past performance implementing similar work globally, and most particularly, in Lebanon within the last 3 years. Capacity to undertake the technical and administrative backstopping of all interventions described in the Scope of Work. Offeror should also provide detailed description of existing facilities in Lebanon.

The technical proposal should be divided into three sections following the same order of the technical evaluation criteria mentioned in Attachment III. Failure to respond to any section will be the basis for disqualification of the Offeror from further consideration.

3. The Cover Page - Cost/Business:

The cover page should be on the Offeror’s letterhead and **MUST** contain the following information:

- Solicitation Number
- Company’s Name:
- Company’s Address
- Name of Company’s authorized representative
- Telephone No, Cellular Phone #, Email address
- Total Proposed Price
- Validity of Proposal
- A valid business license or Registration Certificate

- Signature, Date and time

4. The Cost/Business Proposal:

As stated earlier, the cost proposal shall be submitted separately from the technical proposal. The budget will present the cost for performing the work specified in this solicitation. A template is provided for the pricing in Attachment III. At a minimum, the cost proposal will include the following information:

- A detailed cost break-down of the proposed budget to the maximum extent practical using the template provided.
- A detailed and comprehensive budget narrative explaining the basis for the cost estimates.

5. Attachments

This section will include any information or document that was not listed in the above sections and the Offeror finds necessary to include in the proposal. In this section, the Offeror will also include the information that will assist DT Global to determine the Offeror's responsibility. The following are required documents to be submitted with the proposal:

- Current copy of the business registration (front and back)
- Completed and signed NDAA Representation Form (see Attachment IV)

This solicitation in no way obligates DT Global to award a subcontract, nor does it commit DT Global to pay any costs incurred in preparation and submission of a proposal in response to the RFQ. Furthermore, DT Global reserves the right to reject any and all offers if such action is in the best interest of DT Global.

Instructions for the Preparation of the Cost/Business Proposal

The subcontract type will be a Blanket Purchase Agreement (BPA).

Blanket Purchase Agreement (BPA) is a master ordering agreement that establishes unit prices for a category of goods that will be procured on a recurring basis over a fixed period of time. Individual purchase orders (Call Orders) are issued against the BPA for specific quantities as needed. A BPA places a limit on the total dollar value which may be procured within a specified period of time. A BPA does not commit or guarantee that the project will spend any amount under the agreement, but rather a simplified method of filling anticipated repetitive needs from qualified sources. Offerors are expected to include all costs, direct and indirect, into their total proposed unit prices and fix (guarantee) the prices over the stated period of performance, not to be adjusted unless the subcontract is modified or the period of performance of the BPA expires.

The Offeror must provide a completed budget in the template provided. If an Excel file, it should not be 'read only' or 'protected' The proposal must include any necessary supporting information to substantiate proposed costs. The Offerors must submit a detailed budget narrative that supports and clarifies item for item the cost estimates proposed in its budget. Narratives for the individual cost items must provide a discussion of any estimated escalation rates where applicable. Estimated costs proposed to exceed ceilings imposed by USAID or Federal procurement policy must be fully explained and justified.

ATTACHMENT III

EVALUATION CRITERIA

TECHNICAL PROPOSAL EVALUATION (100 Points):

Proposals will be evaluated according to the criteria stated herein. The relative importance of each individual criterion is indicated by the number of points assigned thereto. A total of 100 points is the maximum possible technical score for each proposal. The evaluation criteria serve to: (a) identify the significant factors which the Offeror should address in their proposal under each section and (b) set the standard against which all proposals will be evaluated.

Capabilities and Experience (50 Points):

Clarity and effectiveness of the organizational and staffing plan, demonstrating the necessary mix of skills and experience.

Offeror's proposed technical staff has skills, education and experience necessary to complete the project. Points are awarded on the basis of the presentation of CVs signed and dated by key personnel.

The agency creative capacity to cover all the needed tasks with its team and NOT outsourcing to a third party.

Past Performance (50 Points)

A proven track record of implementing similar activities to those outlined in the scope of work. Additional scores will be provided for successful implementation of similar projects in Lebanon.

Technical proposals must not include any cost or financial information. DT Global may disqualify bids that include financial information in the technical proposal.

COST PROPOSAL EVALUATION:

Evaluation scores are not assigned for cost. The review of the cost proposal shall include cost realism. This process will include a review of the cost portion of the Offeror's proposal to determine if the overall costs proposed are reasonable and realistic for the work to be performed, if the cost reflects that the Offeror understands the requirements, and if the costs are consistent with the technical part of the proposal. Cost proposals providing more direct funding towards the program instead of administrative costs will be reviewed favorably in the best value determination. Offerors must use the costing template provided as **Annex 1**.

Evaluation of cost proposals will consider, but not be limited to, the following:

- Cost realism and completeness of cost proposal and supporting documentation.
- Overall cost control evidenced in the proposal such as avoidance of excessive salaries, competitive procurement of subcontracts, excessive cost of management oversight and other costs in excess of reasonable requirements.
- Amount of proposed fee, if any.
- Cost efficiency of proposed Other Direct Costs (ODCs).

Bidders are reminded that DT Global is not obligated to award a negotiated subcontract based on lowest proposed cost or to the bidder with the highest technical evaluation score. DT Global will make award to the bidder whose proposal offers the best value to the **INARA** program considering both technical and cost factors. When competing technical proposals are considered essentially equal then cost will become the determining factor.

Annex 1

	Unit	Unit Price in USD
Social Media Content Creation		
Design, editing and adaptation of social media posts. 3 posts per week adapted to the different channels	per month	
Design, editing and adaptation of social media posts. 3 posts per week adapted to the different channels to include up to 4 Animation & or motion graphics.	per month	
Additional 3 posts without Animation & or motion graphics.	Per 3 posts	
Additional 2 posts without Animation & or motion graphics	Per 2 posts	
Develop short promotional videos up to 1 min, including editing, subtitles and adding appropriate music or voiceovers.	Per video	
Infographics: Design infographics that convey complex information in a visually accessible manner.	Per infographic	
Animations: Create animated content for social media, such as GIFs or short video clip.	Per video	
Photography coverage for a workshop or event and would like to receive 50 edited photos capturing key moments and candid shots from the event.	Half day	
Photography coverage for a workshop or event and would like to receive 50 edited photos capturing key moments and candid shots from the event.	Full day	
Videography service with interviews for a workshop or event and would like to receive a highlight video, edited, approximately 2-3 minutes in length with subtitles	Half day	
Videography service with interviews for a workshop or event and would like to receive a highlight video, edited, approximately 2-3 minutes in length with subtitles	Full day	
2. Design for Print:		
Roll up	per design	
Banner	Per design	
Flyer design 1 page	Per design	
Static infographics	per design	
Poster	Per design	
Trifold brochure	Per design	
Signage	Per design	

ATTACHMENT IV

REPRESENTATION REGARDING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

(a) Prohibitions.

Section 889(a) of the John S. McCain National Defense Authorization Act (NDAA) for Fiscal Year 2019 (Pub. L. 115-232) prohibits the U.S. Government and any of its contractors and subcontractors from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

(b) Definitions:

Covered foreign country means The People's Republic of China.

Covered telecommunications equipment or services means telecommunications equipment produced by Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities)

Critical technology means defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations; Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled- (i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or (ii) For reasons relating to regional stability or surreptitious listening; Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities); Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material); Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit.

Substantial or essential component means any component necessary for the proper function or performance of a piece of equipment, system, or service.

(c) Representation. After conducting a reasonable inquiry Subcontractor represents that it [] will or [] will not provide covered telecommunications equipment or services to DT Global in the performance of any contract, subcontract, order, or other contractual instrument resulting from this contract. This representation shall be provided as part of the proposal and resubmitted on an annual basis from the date of award.

(d) Disclosures. If the Subcontractor has responded affirmatively to the representation in paragraph (c) of this clause, the Subcontractor shall provide the following additional information to DT Global:

(1) List of all covered telecommunications equipment and services offered or provided (Entity name, brand; model number, such as original equipment manufacturer (OEM) number, manufacturer part number, or wholesaler number; and item description, as applicable);

(2) Explanation of the proposed use of covered telecommunications equipment and services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b) of this provision;

(e) Reporting requirement.

(1) In the event the Subcontractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Subcontractor is notified of such by a subcontractor at any tier or by any other source, the Subcontractor shall report the information in paragraph (d)(2) of this clause to DT Global.

(2) The Subcontractor shall report the following information pursuant to paragraph (d)(1) of this clause

(i) Immediately upon such identification or notification: the contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

(ii) Within 5 business days of submitting the information in paragraph (d)(2)(i) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Subcontractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

(f) 2nd Tier Subcontracts. The Subcontractor shall insert the substance of this clause, including this paragraph (f), in all 2nd Tier subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial items.

(g) SAM Verification. The Subcontractor shall regularly review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) to identify entities excluded from receiving federal awards for “covered telecommunications equipment or services”.



Contract/Subcontract No.: _____

Signature: _____

Date: _____

Name: _____

Title/Position: _____

Organization: _____

ATTACHMENT V

PRIME CONTRACT FLOW-DOWN CLAUSES

This Contract will be funded by the U.S. Agency for International Development (USAID) with DT Global implementing this USAID project. Applicable clauses incorporated herein by reference shall have the same force and effect as if they were incorporated in full text. A copy of the full text of each clause may be obtained from <http://www.acquisition.gov/far>, <http://www.usaid.gov/policy/ads/300/aidar.pdf>, or from DT Global's procurement official. The term "FAR" means Federal Acquisition Regulation. The terms, "Contractor," "Government" and "Contracting Officer" as used in these clauses shall refer to Vendor, DT Global, and DT Global Contract Administrator respectively. In no event shall any provision of this contract or Orders issued against it be construed as allowing the Vendor to appeal directly to or otherwise communicate directly with (USAID) without written consent of DT Global.

NUMBER	TITLE	DATE
FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1)		
52.202-1	DEFINITIONS	NOV 2013
52.203-5	COVENANT AGAINST CONTINGENT FEES	MAY 2014
52.203-6	RESTRICTIONS ON SUBCONTRACTOR SALES TO THE GOVERNMENT	SEP 2006
52.203-7	ANTI-KICKBACK PROCEDURES	MAY 2014
52.203-8	CANCELLATION, RESCISSION, AND RECOVERY OF FUNDS FOR ILLEGAL OR IMPROPER ACTIVITY	MAY 2014
52.203-13	CONTRACTOR CODE OF BUSINESS ETHICS AND CONDUCT	OCT 2015
52.204-9	PERSONAL IDENTIFICATION VERIFICATION OF CONTRACTOR PERSONNEL	JAN 2011
52.204-10	REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS	OCT 2018
52.204-13	SYSTEM FOR AWARD MANAGEMENT MAINTENANCE	OCT 2018
52.204-14	SERVICE CONTRACT REPORTING REQUIREMENTS	OCT 2016
52.204-25	PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.	AUG 2020
52.209-6	PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT	OCT 2015
52.209-9	UPDATES ON PUBLICLY AVAILABLE INFORMATION REGARDING RESPONSIBILITY MATTERS	OCT 2018
52.215-2	AUDIT AND RECORDS—NEGOTIATION	OCT 2010
52.215-8	ORDER OF PRECEDENCE--UNIFORM CONTRACT FORMAT	OCT 1997
52.215-10	PRICE REDUCTION FOR DEFECTIVE CERTIFIED COST AND PRICING DATA	AUG 2011
52.215-11	PRICE REDUCTION FOR DEFECTIVE CERTIFIED COST AND PRICING DATA-MODIFICATIONS	AUG 2011
52.215-12	SUBCONTRACTOR COST AND PRICING DATA	OCT 2010
52.215-13	SUBCONTRACTOR COST AND PRICING DATA-MODIFICATIONS	OCT 2010
52.215-19	NOTIFICATION OF OWNERSHIP CHANGES	OCT 1997
52.215-23	LIMITATIONS ON PASS-THRU CHARGES	OCT 2009

52.216-7	ALLOWABLE COST AND PAYMENT	AUG 2018
52.217-8	OPTION TO EXTEND SERVICES	NOV 1999
52.222-21	PROHIBITION OF SEGREGATED FACILITIES	APR 2015
52.222-26	EQUAL OPPORTUNITY	SEP 2016
52.222-29	NOTIFICATION OF VISA DENIAL	APR 2015
52.222-35	EQUAL OPPORTUNITY FOR VETERANS OCT 2015	
52.222-36	AFFIRMATIVE ACTION FOR WORKERS WITH DISABILITIES	JUL 2014
52.222-37	EMPLOYMENT REPORTS ON VETERANS	FEB 2016
52.222-50	COMBATING TRAFFICKING IN PERSONS	MAR 2015
52.223-6	DRUG-FREE WORKPLACE	MAY 2001
52.223-18	ENCOURAGING CONTRACTOR POLICIES TO BAN TEXT MESSAGING WHILE DRIVING	AUG 2011
52.225-13	RESTRICTIONS ON CERTAIN FOREIGN PURCHASES	JUN 2008
52.225-14	INCONSISTENCY BETWEEN ENGLISH VERSION AND TRANSLATION OF CONTRACT	FEB 2000
52.225-19	CONTRACTOR PERSONNEL IN A DESIGNATED OPERATIONAL AREA/SUPPORTING DIPLOMATIC OR CONSULAR MISSION OUTSIDE UNITED STATES	MAR 2008
52.228-3	WORKERS' COMPENSATION INSURANCE (DBA)	JUL 2014
52.228-4	WORKERS' COMPENSATION AND WAR-HAZARD INSURANCE OVERSEAS	APR 1984
52.228-7	INSURANCE--LIABILITY TO THIRD PERSONS	MAR 1996
52.229-8	TAXES-FOREIGN COST REIMBURSEMENT CONTRACTS	MAR 1990
52.230-2	COST ACCOUNTING STANDARDS	OCT 2015
52.232-18	AVAILABILITY OF FUNDS	APR 1984
52.232-22	LIMITATION OF FUNDS	APR 1984
52.232-23	ASSIGNMENT OF CLAIMS	MAY 2014
52.232-25	PROMPT PAYMENT JULY 2017) ALTERNATE 1	FEB 2002
52.232-33	PAYMENT BY ELECTRONIC FUNDS TRANSFER-SYSTEM FOR AWARD MANAGEMENT	OCT 2018
52.233-1	DISPUTES (MAY 2014) ALTERNATE 1	DEC 1991
52.233-3	PROTEST AFTER AWARD ALTERNATE I	AUG 1996
52.233-4	APPLICABLE LAW FOR BREACH OF CONTRACT CLAIM	JUN 1985
52.237-3	CONTINUITY OF SERVICES	OCT 2004
52.242-1	NOTICE OF INTENT TO DISALLOW COSTS	JAN 1991
52.242-3	PENALTIES FOR UNALLOWABLE COSTS	APR 1984
52.242-4	CERTIFICATION OF FINAL INDIRECT COSTS	MAY 2014
52.242-13	BANKRUPTCY	JAN 1997
52.242-15	STOP WORK ORDER ALTERNATE I	JUL 1995
52.243-3	CHANGES—TIME AND MATERIALS OR LABOR HOURS	AUG 1989
52.243-7	NOTIFICATION OF CHANGES	APR 1984
52.244-2	SUBCONTRACTS ALTERNATE I (JUN 2007)	SEP 2000
52.244-5	COMPETITION IN SUBCONTRACTING	JAN 2017
52.244-6	SUBCONTRACTS FOR COMMERCIAL ITEMS	DEC 1996
52.245-1	GOVERNMENT PROPERTY	OCT 2018
52.246-25	LIMITATION OF LIABILITY—SERVICES	JAN 2017
52.247-63	PREFERENCE FOR U.S. FLAG AIR CARRIERS	FEB 1997
52.249-6	TERMINATION (COST-REIMBURSEMENT)	JUN 2003
52.249-14	EXCUSABLE DELAY	MAY 2004
		APR 1984

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752.202-1	DEFINITIONS	JAN 1990
752.209-71	ORGANIZATIONAL CONFLICT OF INTEREST DISCOVERED AFTER AWARD	JUN 1993
752.211-70	LANGUAGE AND MEASUREMENT	JUN 1992
752.222-781	NONDISCRIMINATION	JUN 2012
752.225-70	SOURCE AND NATIONALITY REQUIREMENTS	FEB 2012
752.228-3	WORKERS' COMPENSATION INSURANCE (DBA)	DEC 1991
752.228-7	INSURANCE-LIABILITY TO THIRD PERSONS	JUL 1997
752.228-70	MEDICAL EVACUATION (MEDVAC) SERVICES	JUL 2007
752.245-70	GOVERNMENT PROPERTY-USAID REPORTING REQUIREMENTS	OCT 2017
752.245-71	TITLE TO AND CARE OF PROPERTY	APR 1984
752.7001	BIOGRAPHICAL DATA	JUL 1997
752.7002	TRAVEL AND TRANSPORTATION	JAN 1990
752.7003	DOCUMENTATION FOR PAYMENT	NOV 1998
752.7004	EMERGENCY LOCATOR INFORMATION	JUL 1997
752.7006	NOTICES	APR 1984
752.7007	PERSONNEL COMPENSATION	JUL 2007
752.7008	USE OF GOVERNMENT FACILITIES OR PERSONNEL	APR 1984
752.7009	MARKING	JAN 1993
752.7010	CONVERSION OF U.S. DOLLARS TO LOCAL CURRENCY	APR 1984
752.7011	ORIENTATION AND LANGUAGE TRAINING	APR 1984
752.7013	CONTRACTOR-MISSION RELATIONSHIPS	OCT 1989
752.7014	NOTICE OF CHANGES IN TRAVEL REGULATIONS	JAN 1990
752.7015	USE OF POUCH FACILITIES	JUL 1997
752.7019	PARTICIPANT TRAINING	JAN 1999
752.7025	APPROVALS	APR 1984
752.7027	PERSONNEL	DEC 1990
752.7028	DIFFERENTIALS AND ALLOWANCES	JUL 1996
752.7029	POST PRIVILEGES	JUL 1993
752.7031	LEAVE AND HOLIDAYS	OCT 1989
752.7032	INTERNATIONAL TRAVEL APPROVAL AND NOTIFICATION REQUIREMENTS	APR 2014
752.7033	PHYSICAL FITNESS	JUL 1997
752.7034	ACKNOWLEDGEMENT AND DISCLAIMER	DEC 1991
752.7035	PUBLIC NOTICES	DEC 1991

EXECUTIVE ORDER ON TERRORISM FINANCING (AUG 2016)

The Subcontractor/Recipient 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 subcontractor/recipient to ensure compliance with these Executive Orders and laws. This provision must be included in all subcontracts/sub-awards issued under this subcontract/agreement.