



Afghanistan's Competitiveness of Export-Oriented Businesses Activity (ACEBA)

Request For Proposals (RFP)

No. KBL-025-DAI-ACEBA

FSSC 22000 & ISO 22000 Certification for Afghan Saffron Processors

Issue Date: April/21/2024

WARNING: Prospective Offerors who have received this document from a source other than www.afgfhanbids.com and www.acbar.org should immediately contact ProcurementACEBA@dai.com and provide their name and e-mail address in order that amendments to the RFP and other communications can be sent directly to them. Any prospective Offeror who fails to contact ProcurementACEBA@dai.com 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 by www.afgfhanbids.com and www.Acbar.org. Offerors are encouraged to check www.afgfhanbids.com and www.Acbar.org 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. 9 for more details.

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Synopsis of the RFP

RFP No.	RFP-KBL-025-DAI-ACEBA
Issue Date	April/21/2024
Title	FSSC 22000 & ISO 22000 Certification for Afghan Saffron Processors
Issuing Office & E-mail/Physical Address for Submission of Proposals	DAI - Afghanistan Competitiveness of Export-Oriented Businesses Activity (ACEBA) Offerors shall submit their proposals via www.afghanbids.com before the closing date.
Bidders' conference	N/A
Point of Contact & Deadline for Receipt of Questions	Questions about the RFP should be submitted by posting on the opportunity discussion board of www.afghanbids.com no later than 4:00 pm local time Kabul on April 30, 2024
Deadline for Receipt of Proposals	4:00 PM local time Kabul on May 09, 2024 Proposals must be submitted through www.afghanbids.com .
Anticipated Award Type	DAI/ACEBA anticipates issuing a Blanket Purchase Agreement (BPA). Issuance of this RFP in no way obligates DAI to award a subcontract or BPA, 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.

1. Introduction and Purpose

1.1 Purpose

DAI, the implementer of the USAID-funded Afghanistan Competitiveness of Export-Oriented Businesses Activity (ACEBA), invites qualified offerors to submit proposals to supply and deliver **Saffron Food Safety Certifications - FSSC 22000 & ISO 22000** in support of program implementation. DAI/ACEBA intends to award a BPA to a firm to provide the services as outlined in Attachment A Scope of Work.

1.2 Issuing Office

The Issuing Office and Point of Contact noted in the above synopsis is the sole point of contact for purposes of this RFP. Accordingly, 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 Blanket Purchase Agreement (BPA). This subcontract type is subject to change during the course 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/Blanket Purchase Agreement (BPA). Offerors will not be reimbursed for any costs associated with the preparation or submission of their proposal. DAI shall in no case be responsible or liable for these costs.

Proposals are due no later than the date and time shown in the RFP synopsis. Proposals shall be submitted to www.afghanbids.com provided in the RFP synopsis. Cost and technical proposals could be submitted in separate files. Late offers will be rejected except under extraordinary circumstances at DAI's discretion.

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:

- Project or Title: (from the front page of this RFP document)
- Bid Reference Number: (from the front page of this RFP document)
- Company Name

- Company Address
- Name of Company's authorized representative
- Telephone number, cellular phone number, e-mail address
- Company type of Registration and Registration Number
- The Offeror will certify a validity period of **(90) days** for the prices provided.
- Acknowledge the solicitation amendments received
- Payment terms
- Acceptance of Tax Withholding Statement and TIN, an international firm subjected to VAT
- Signature, date and time

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 to www.afghanbids.com identified in the RFP Synopsis above. No questions will be answered by phone. Any verbal information received from a DAI or ACEBA employee or other entity shall not be considered an official response to any question regarding this RFP.

2.4 Pre-Proposal Bidders' Conference

Not applicable for this RFP

2.5 Eligibility Requirements

Proposals are being solicited from firms capable of operating in Afghanistan. Offerors must have a valid Afghan business license or registration to be eligible for the award. Refer to Section 8.4 for Unique Entity ID (SAM) requirements.

3. Instructions for the Preparation of Technical Proposals

Technical proposals shall be separated from cost/price proposals, and shall be clearly labeled as "VOLUME I: TECHNICAL PROPOSAL".

Technical proposals shall include the following contents

1. **Technical Approach with Company Profile** - Description of the proposed services which meets or exceed 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.
2. **Management Approach and Personnel Qualifications** – 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.
3. **Corporate Capabilities or 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. See Attachment F.

Proposals must be organized into sections in accordance with the proposal submission instructions provided in Section 2.1.

3.1 Services Specified

For this RFP, DAI requires the services described in Attachment A.

3.2 Technical Evaluation Criteria

Each proposal will be evaluated and scored against the evaluation criteria 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.

The award will be made to the Offeror whose offer presents the best value and is the optimal combination of technical merits and reasonable cost.

Proposals will be evaluated and scored on technical aspects first. Only the price proposals of those offers that pass the minimum qualifying score of 70 points in the technical evaluation will advance to price evaluation. Proposals not reaching this qualifying score in the technical evaluation will be considered non-competitive and will not be evaluated.

Technical Competence as presented in the Technical Proposal with the possible 100 points in total made up as follows:

Technical Approach with Company Profile	(30 points)
Management Approach and Personnel Qualifications	(25 points)
Corporate Capabilities or Past Performance	(45 points)

Offerors shall provide a clear, specific, and concise technical proposal that covers both the conceptual and practical approaches and addresses the following, in the order specified below:

Evaluation Criteria	Evaluation Sub-criteria (if needed)	Maximum Points
TECHNICAL COMPETENCE		
1) Technical Approach with Company Profile.	Detailed proposal addressing how the offeror will help partner companies become FSSC/ISO 22000 certified.	30 points
2) Management Approach and Personnel Qualifications	Sufficient number of experienced staff to complete the work described, including CVs of technical staff.	25 Points
3) Corporate Capabilities or Past Performance	At least three (3) references for similar services, including the names of projects, dates of completion and customer contact details. Offeror must be able to provide FSSC and ISO certificates (these will be checked with the FSSC and ISO certification bodies.) .	45 points
Total Points		100 points

4. Instructions for the Preparation of Cost/Price Proposals

4.1 Cost/Price Proposals

Cost/Price proposals shall be submitted as a separate file from technical proposals and be labeled as "VOLUME II: PRICE PROPOSAL."

Provided in Attachment C is a template for the Detailed Budget and Price Schedule. Offerors shall complete the template, including as much detailed information as possible, and submit it in PDF and Excel formats. The cost proposal must be separated from the Technical Proposal.

Offerors must submit comprehensive budget narrative/budget notes that provide information on each of the line items in the budget and explain why these items are needed to implement the activity.

If indirect rates are charged, Offerors must provide supporting computations for the allocation for indirect/overhead costs. A copy of an audit report and balance sheet and a profit and loss (P&L)/income & expenditure/revenue & expenditure statement OR a copy of the current Negotiated Indirect Cost Rate Agreement (NICRA).

*Note to Offerors: **You may not propose a fee or profit that is a fixed percentage of total costs.** Cost plus percentage of cost type contracts are not permitted. A fixed completion fee of a set amount is acceptable, and may be split into payments across deliverables if desired. However, this must be a fixed cost item and not a percentage of costs.

Note to Offerors: **Cost proposal must be presented in AFN currency; no other currency calculations proposed by the Offeror will be accepted. Also, once bids are received, ACEBA may request that offerors submit cost proposals in Excel format, including formulas if the cost structure is not clearly presented in the proposal budget. Please keep budget spreadsheets on file until after awards are announced. Subcontractors must include the supporting "budget notes" as an assumption narrative, and spreadsheets are required in sufficient detail to allow a complete analysis of each cost element.

5. Basis of Award

5.1 Best Value Determination

DAI will review all proposals, make an award based on the technical evaluation criteria stated above and cost evaluation criteria stated below, 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. The 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. Therefore, the initial offer **must contain the Offeror's best price and technical terms.**

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

DAI intends to make one (1) award resulting from this RFP.

5.2 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. Local firm needs to provide evidence of the required AISA licenses to operate in Afghanistan and an international firm needs to submit registration certificate of their own country .
2. Evidence of a UEI (SAM) 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.

6. Anticipated post-award Deliverables

Upon award, the payment will be made upon receipt of a properly executed tranche payment request, complete with a milestone report and applicable documentation for each deliverable. The Offeror should detail the proposed prices per deliverable in the Price Schedule. Payment shall be made only in accordance with approved milestones/deliverables and payment schedule upon Technical Monitor approval of required documentation.

7. 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.

8. Compliance with Terms and Conditions

8.1 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.

8.2 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.

8.3 Source and Nationality

Under the authorized geographic code for its contract DAI may only procure goods and services from the following countries.

Geographic Code 935: Goods and services from any area or country including the cooperating 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.

8.4 Unique Entity ID (SAM)

There is a **mandatory** requirement for your organization to provide an Unique Entity ID (SAM) to DAI. Without an Unique Entity ID (SAM), 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 an Unique Entity ID (SAM) to DAI. Offerors who fail to provide a Unique Entity ID (SAM) 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 an Unique Entity ID (SAM) prior to signing of the agreement. Organizations are exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. DAI requires that Offerors sign the self-certification statement if the Offeror claims exemption for this reason.

For those required to obtain an Unique Entity ID (SAM), see Attachment D - Instructions for Obtaining an Unique Entity ID (SAM) - DAI’S Vendors, Subcontractors

For those not required to obtain an Unique Entity ID (SAM), see Attachment E: Self Certification for Exemption from Unique Entity ID Requirement.

8.5 Government Withholding Tax for Afghan Based Companies

Pursuant to Article 72 of the Afghanistan Income Tax Law, DAI is required to withhold taxes from the gross amounts payable to all Afghan for-profit subcontractors/vendors. In accordance with this requirement, DAI will withhold two percent (2%) tax from the entity’s gross invoices if the entity is in possession of an active business license issued by any of the following entities -Afghanistan Investment Support Agency (AISA), the Ministry of Commerce and Industry (MoCI), Ministry of Information and Culture, Ministry of Education or Ministry of Public Health.

If the entity provides services contrary to approved by-laws or it does not possess a business license issued by any of the aforementioned public entities, but possesses licenses issued by other local or national government entities or municipalities, DAI shall withhold seven percent (7%) "Contractor" taxes on the gross amount payable. In either case, this tax is withheld by DAI from the gross amount

payable to the awarded entity and subsequently remitted to the Ministry of Finance. DAI will maintain records of all of such remittances.

Before the signing of this Agreement, the contractor/vendor will provide a copy of the organization's legal registration document (AISA or Ministry Registration) and TIN (Tax Identification Number). Amounts deducted from the invoices will be forwarded to the 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/ACEBA.

8.6 Vetting Procedure

On December 05, 2012 USAID/Afghanistan notified that Recipients/Contractors receiving USAID funding must be vetted for any lower-tier contracts valued over \$25,000. This notice is effective January 1, 2013. Any Offeror receiving an award from ACEBA must submit vetting documentation and receive an eligibility notice before ACEBA can issue a final contract or purchase order. The vetting is not done by ACEBA but by the Vetting Support Unit of USAID, and may take several weeks. DAI/ACEBA will assist awardees with the procedure once a winning proposal is selected.

In addition to vetting, ACEBA may carry out reference checks and due diligence on any information provided by Offeror. Providing false information on personnel qualifications and experience or in past performance references will result in the Offeror being disqualified from future bidding.

9. Anti-Corruption and Anti-Bribery Policy and Reporting Responsibilities

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:**

- 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 mis-stating 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 or subcontractor. Subcontractors must also avoid collusion or conflicts of interest in their procurements from vendors. Any such relationship must be disclosed immediately to DAI management for review and appropriate action, including possible exclusion from award.

These acts of corruption are not tolerated and may result in serious consequences, including termination of the award and possible suspension and debarment by the U.S. Government, excluding the offeror or subcontractor from participating in future U.S. Government business.

Any attempted or actual corruption should be reported immediately by either the offeror, subcontractor or DAI staff to:

- Toll-free Ethics and Compliance Anonymous Hotline at (U.S.) +1-503-597-4328
- Hotline website – www.DAI.ethicspoint.com, or
- E-mail to Ethics@DAI.com
- USAID's Office of the Inspector General Hotline at hotline@usaid.gov.

By signing this proposal, the Offeror confirms adherence to this standard and ensures that no attempts shall be made to influence DAI or Government staff through bribes, gratuities, facilitation payments, kickbacks or fraud. The Offeror also acknowledges that violation of this policy may result in termination, repayment of funds disallowed by the corrupt actions and possible suspension and debarment by the U.S. Government.

10. Attachments

10.1 Attachment A: Scope of Work for Services

FSSC 22000 and ISO 22000 Certification for Afghan Saffron Processors

SCOPE OF WORK

Project Background

DAI is implementing the USAID funded Afghanistan Competitiveness of Export-oriented Businesses Activity (ACEBA) Program. Originally designed to support export-oriented businesses through a combination of technical assistance and grants that would improve access to finance and facilitate exports. ACEBA's new priority is livelihoods support, with a focus on domestic production activities and humanitarian goods and services that will sustain households. In doing so, ACEBA retains a market focus and supports activities that improve market performance. ACEBA focuses on the carpet, cashmere, and saffron value chains in recognition of their potential for significant employment (especially for women).

Over the last few years, ACEBA has been working to strengthen the Afghan saffron sector to make it competitive in high-value international markets by supporting partner businesses to upgrade processing facilities to international standards and implement food safety systems such as Hazard Analysis and Critical Control Points (HACCP), with the aim of preparing them for FSSC 22000/ISO 22000 certification. The project has also supported the adoption of food traceability systems, a fundamental requirement for accessing US and European markets.

Many of the firms previously supported are now ready to move on to the next level and achieve these higher-level certifications. Within this context, ACEBA seeks to contract the services of a qualified certifying body to review the progress and issue the FSC/ISO 22000 to the firms that comply with the standard's principles.

I. Objective

The offeror will be expected to conduct a rapid assessment of up to six (6) saffron companies located in Herat and Balkh provinces, identified by the ACEBA team. While these identified companies have already been supported by ACEBA to bring them to an "audit-ready" position, the offeror will need to identify any outstanding deficiencies or non-conformities as it relates to FSSC/ISO 22000 certification, enabling the firms to make amendments and conduct a final audit leading to the issuance of the certification.

II. Tasks

a. Rapid Assessment

Conduct rapid assessment of the current state of five (5) saffron companies located in Herat and one (1) saffron company located in Balkh to determine their suitability for either FSSC 22000 or ISO 22000 certification.

- As part of the rapid assessment, the offeror will submit a short report on each company, detailing any non-conformities as it pertains to FSSC/ISO 22000, their recommendation path for certification and photos from the assessment.

b. Stage 1 Audit

Conduct stage 1 audit including the following steps:

- Verify the Food Safety Management System (FSMS) meets the requirements of FSSC/ISO 22000.
- Verify the implementation status of the FSMS.

- Confirm the certification scope.
- Confirm compliance with statutory and regulatory requirements.
- Issue a report that identifies any non-compliance or opportunities for improvement and agrees with the organization on a plan for corrective action, if necessary.
- Develop an assessment plan and confirm with the organization a date for the next visit.

c. Stage 2 Audit

Conduct stage 2 audit to verify the FSMS is fully compliant with all requirements of FSSC/ISO 22000 including the following steps:

- Undertake sample audits of all relevant processes and activities.
- Document whether the system complies with corresponding standards.
- Submit a short report on each company detailing the results of the second audit and any non-compliance noted or recommendations for changes before the final Certification Committee Review.

If the assessor discovers any non-compliance or opportunities for improvement, they will report them to the partner organization. If the auditor finds any major non-compliance, the organization must correct the issues before they can receive certification. If the organization doesn't correct the major issues within 14 days after being notified, it must undergo another stage two audit. ACEBA will not fund any additional audits for a single organization beyond the two stated above. Any additional required audits will be at the expense of the participating company.

d. Certification Committee Review.

Audit documents will be provided to a certification committee affiliated with an accredited Certification Body of either FSSC 22000 or ISO 22000. If required, the vendor must provide additional documentation, as requested by the certification committee to make a determination for the certification.

- The final determination / report from the certification committee review should be shared with ACEBA and the partner company.

If the certification committee determines that the company complies with the requirements of FSSC/ISO 22000, the auditing body will issue certification. To maintain this certification, the organization will undergo annual surveillance audits. The annual surveillance audits ensure the organization maintains compliance and is continually improving its FSMS as required by FSSC/ ISO 22000. The cost of the final certification and annual audits will be the responsibility of the partner company.

III. Requirements

- The Offeror must demonstrate capacity to carry out FSSC 22000 and ISO 22000 assessments and “pre-audits”
- The Offeror must show evidence that the certification committee for ISO 22000 is officially registered with the International Accreditation Forum (IAF) and should be listed on IAF website as an approved Certification Body with active registration (<https://www.iafcertsearch.org/search/certification-bodies>)
- The Offeror must show evidence that the certification committee for FSSC 2200 is a licensed FSSC Certification Body and should be listed on the FSSC website with active registration (<https://www.fssc.com/trust/certification-bodies/>)

IV. Timeline

This activity should take place between May and August 2024

V. Technical Oversight

The ACEBA Senior Program Development Officer (SPDO) will oversee this activity.

PERIOD OF PERFORMANCE

The period of performance will be 4 months.

[END OF ATTACHMENT A]

10.2 Attachment B: Proposal Cover Letter

[On Firm's Letterhead]

<Insert date>

TO: [Click here to enter text.](#)
DAI Global, LLC

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.](#)

E-mail: [Click here to enter text.](#)

Company Seal/Stamp:

10.3 Attachment C: Budget Templates / Price Schedule:

Item Number	Item Name	Location	Units	Unit Price	Total Price
1	Conduct rapid assessment of the current state of selected company and assess its suitability for either FSSC 22000 or ISO 22000 certification.	Herat	5		
2	Conduct rapid assessment of the current state of selected company and assess its suitability for either FSSC 22000 or ISO 22000 certification.	Mazar	1		
3	Conduct stage 1 pre-audit for FSSC 22000 for partner company.	Herat	3		
4	Conduct stage 1 pre-audit for ISO 22000 for partner company.	Herat	2		
5	Conduct stage 1 pre-audit for ISO 22000 for partner company.	Mazar	1		
6	Conduct stage 2 pre-audit for FSSC 22000 for partner company.	Herat	3		
7	Conduct stage 2 pre-audit for ISO 22000 for partner company.	Herat	2		
8	Conduct stage 2 pre-audit for ISO 22000 for partner company.	Mazar	1		
9	Complete Certification Committee Review and supply required documentation for certification of FSSC 22000. The Certification Committee must be affiliated with an accredited Certification Body.	Herat	3		
10	Complete Certification Committee Review and supply required documentation for certification of ISO 22000. The Certification Committee must be affiliated with an accredited Certification Body.	Herat	2		
11	Complete Certification Committee Review and supply required documentation for certification of ISO 22000. The Certification Committee must be affiliated with an accredited Certification Body.	Mazar	1		

10.4 Attachment D: Instructions for Obtaining a Unique Entity ID (SAM) - DAI'S Vendors, Subcontractors & Grantees

Note: There is a Mandatory Requirement for your Organization to Provide a 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 a 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 FAAs) with a value equal to or over \$25,000 and performing work outside the U.S. must obtain a 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 a 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).

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.

Summary of Previous U.S. Government Requirements - DUNS

The Data Universal Numbering System (DUNS) is a system developed and managed by Dun and Bradstreet that assigns a unique nine-digit identifier to a business entity. It is a common standard world-wide and was previously used by the U.S. Government to assign unique entity identifiers. This system was retired by the U.S. Government on April 4, 2022 and replaced with

the Unique Entity Identifier (SAM). After April 4, 2022 the federal government will have no requirements for the DUNS number.


If the entity was registered in SAM.gov (active or inactive registration), an Unique Entity ID (SAM) was assigned and viewable in the entity registration record in SAM.gov prior to the April 4, 2022 transition. The Unique Entity ID (SAM) can be found by signing into SAM.gov and selecting the Entity Management widget in your Workspace or by signing in and searching entity information.

Instructions detailing the process to be followed in order to obtain an Unique Entity ID (SAM) for your organization begin on the next page. 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®



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

Email address

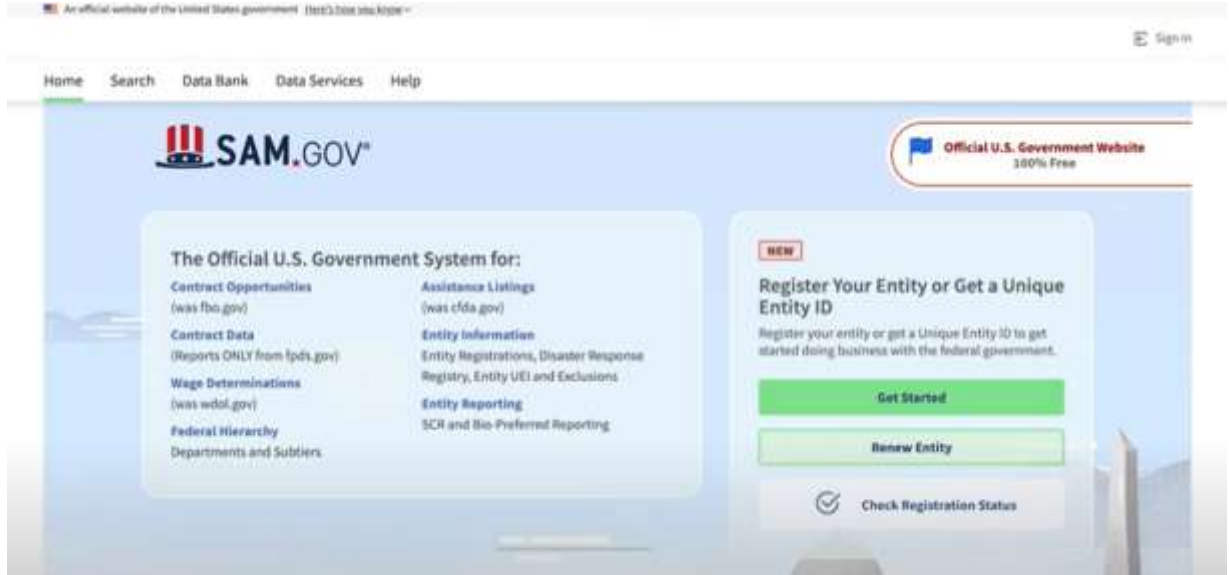
Password Show password



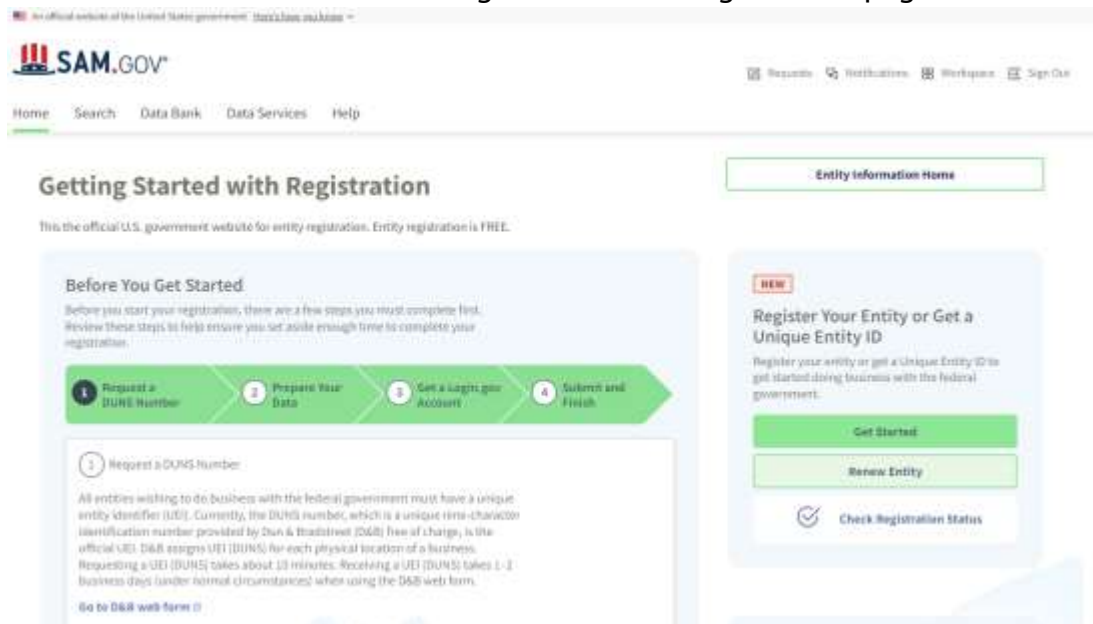
3. Choose Account Type:
 - a. Create an Individual User Account to perform tasks such as register/update your entity, create and manage exclusion records or to view FOUO level data for entity records.
 - b. Create a System User Account if you need system-to-system communication or if performing data 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 e-mail confirming you have created a user account in SAM.
5. Click the validation link in the e-mail that contains the activation code within 48 hours to activate your user account. If the e-mail 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.

2. 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.



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



4. Select “Get Unique Entity ID” on the Get Started page.

Entity Management

Get Started

Register Entity

An entity registration allows you to bid on government contracts and apply for federal assistance. As part of entity registration, we will assign you a Unique Entity ID (SAM).

Comprehensive and current entity information is an essential part of the federal award process. It is important to prepare your information and allow sufficient time to understand and accurately complete your registration. You only need to complete and manage it here to remain eligible for federal awards.

You must renew your registration every 365 days for it to remain active.

[Register Entity](#)

Get Unique Entity ID (SAM)

If you only conduct certain types of transactions, such as reporting as a sub-awardee, you may not need to complete an entity registration. Your entity may only need a Unique Entity Identifier.

You can get a Unique Entity ID (SAM) for your organization without having to complete a full entity registration.

[Get Unique Entity ID](#)

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 an 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 your 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](#) 



8. When you are ready, select “Next”
9. Once validation is completed, select “Request UEI” to be assigned an 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 e-mail 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

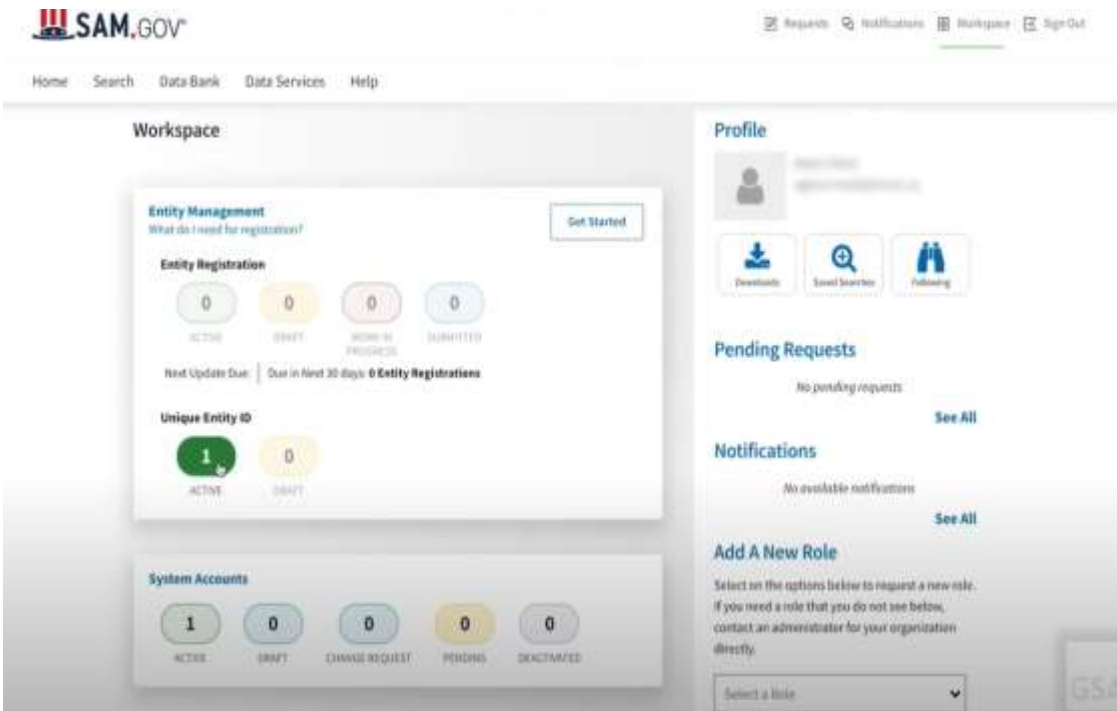
PHYSICAL ADDRESS
3501 CORPORATE PKWY
CENTER VALLEY, PA 18034
US

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.



10.5 Attachment E: Self Certification for Exemption from Unique Entity ID (SAM) Requirement [TO BE PROVIDED UPON REQUEST]

10.7 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. RESERVED.
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.

List of Optional Attachments

10.8 Attachment H: Branding and Marking Plan

Note: This is not required as part of the proposal. It is included as information for the Offeror. Upon subcontract award, this will be the first deliverable due.

Appendix N: Marking Plan

Sub Project Number and Name: _____

Name of Implementing Partner: _____

Name and Title of Partner’s Agent: _____

Name and Title of DAI Project Manager: _____

Instructions: This form has been created to provide implementing partners (subcontractors and grantees) and DAI Project Managers with a summary of marking requirements found in the Project’s Branding Implementation Plan (BIP). This form must be completed by the DAI Project Manager in conjunction with the agent of the implementing partner. Once completed, the Project Manager must upload the form to TAMIS.

Subproject Activities

Provide a short summary of the activities to be completed including the project location. For example, what materials or equipment will be purchased? What events will take place?

<p>Include 2-3 sentence summary here:</p>

Please place an “X” below for each activity that will take place as part of this Sub project. The implementing partner will be responsible for ensuring the Marking noted in the table below is implemented according to standards and templates provided.

Mark “X”	Activity/Documents	Required Marking
Activities		

Mark "X"	Activity/Documents	Required Marking
Documents		
	Reports	
	Certificates (training or other)	
	Invitations	
	Other (please describe)	

Co- Branding and Co-Marking:

DAI logo must not appear on any USAID funded programmatic material.

Requests for Exceptions or Waivers of Marking Requirements – If you do not feel it is possible to mark one or more of the items or events listed above, please describe below (1) what marking you want to be exempt from (2) how the activity or item meets the requirement for an exception or waiver.

<p>Include full detailed justification here:</p>
--

10.9 Attachment J: Proposal Checklist

Offeror: _____

Does your proposal include the following?

- Signed Cover Letter (*use template in Attachment B*)
- Separate Technical and Cost proposals are separated by a blank page when PDF'ed or saved as two files.
- Proposal of the Product or Service that meets the technical requirements as per Attachment A
- Include documents used to determine *Responsibility* (Afghanistan Investment Support Agency (AISA), the Ministry of Commerce and Industry (MoCI), the Ministry of Information and Culture, the Ministry of Education or the Ministry of Public Health).
- Response to each of the evaluation criteria
- Evidence of a Unique Entity ID (SAM) OR Self Certification for Exemption from Unique Entity ID (SAM) Requirement
- Past Performance (*use template in Attachment F*)