

**Request for Proposals**

**Solicitation No. RFP # PI006-A-AGR-020-PR-1224-001**  
**Title: Technical Capacity Assessment and Development of Small-Scale Sesame Oil Processors in Somalia**  
**Issue Date: 13<sup>th</sup> January 2025**  
**Questions Due: 17<sup>th</sup> January 2025, 11:59 hrs. EA time**  
**Closing Date: 23<sup>rd</sup> January 2025, 11:59 hrs. EA time**  
**Subject: USAID Contract No. 72062322CA00003**  
**Project Name: IRiS**

DT Global, the implementer of the Inclusive Resilience in Somalia (IRiS) under USAID Contract No. **72062322CA00003**, invites proposals from eligible bidders for procurement of consultant services of **Technical Capacity Assessment and Development of Small-Scale Sesame Oil Processors in Somalia**, as described in Attachment I, “Statement of Work.”

The anticipated performance period for this activity is **4 months**. The issuance of a subcontract is subject to the availability of funds, successful negotiation of the subcontract terms and budget, and of the consent of USAID’s Contracting Officer. The Contract resulting from this award is envisioned as a Firm Fixed-price deliverable-based Subcontract.

Your organization can indicate its interest in this procurement by submitting a proposal in accordance with the instructions in Attachment II “Instructions to Offerors”. Proposals will be evaluated based on the evaluation criteria established in Attachment III “Evaluation Criteria” 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 in English, easy to read and follow, and contain only the requested information.

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

IRiS Procurement Team Email: [iris.procurement@dt-global.com](mailto:iris.procurement@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 [iris.procurement@dt-global.com](mailto:iris.procurement@dt-global.com), no later than **17<sup>th</sup> January 2025, 11:59 hrs. EA time**. Unless otherwise notified by an amendment to this RFP, 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

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this solicitation by email to [iris.procurement@dt-global.com](mailto:iris.procurement@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 through **two different emails**. The first email should contain the technical proposal as an attachment, labeled as “**Technical Proposal.**” This document must be submitted in a zip folder and should be separate the **Technical Proposal, CVs, Contracts, and Reports**. The second email should include the **cost/business proposal, Registration, and TCC** clearly labeled as “**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,

IRiS Procurement Unit  
**DT Global**  
Airport Hotel, MIA  
Mogadishu Somalia

[dt-global.com](http://dt-global.com)

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**ATTACHMENT I****STATEMENT OF WORK****Inclusive Resilience in Somalia  
Technical Capacity Assessment and Development of Small-Scale Sesame Oil  
Processors in Somalia****I. Background/Context**

Somalia is one of the top fifteen sesame-producing countries in Africa and ranks the 12th largest in cultivated area, contributing 0.08 percent of the world's total sesame seed production (FAO, 2022). About 80 percent is grown in the Shabelle regions by smallholder farmers with productivity of about 0.25 MT per/ha. An estimated 250,000 Somali farmers grow the crop, with the majority being smallholders who own 1 to 2.5 hectares of land. The gross production of sesame in Somalia was estimated at 40,777 MT as of 2017. However, recent studies completed by the IRiS program (IRiS, 2024 Annual Outcome Survey) estimate the current total production at ~68,750 MT based on an average productivity of between 250-300kg/Ha per farmer. Of the total volumes produced, 70 percent goes to the export market. The primary markets for these exports are India, Turkey, United Arab Emirates, Jordan, and Saudi Arabia.

The domestic market absorbs an estimated 30 percent (~20,625MT) of the sesame produced in the country. With the growing population in urban areas, the demand for sesame oil continues to grow, as demonstrated by the growing number of sesame oil processing micro-enterprises. There are an estimated 300 sesame seed oil microprocessors in Mogadishu/Benadir alone. The study conducted in 2017 and in 2024 on oil-processing mills based in Baidoa, Jowhar, Afgoi, Balad, and Benadir in the IRiS GFZ reported that the mills had an average daily capacity to process 300 kg (0.3 MT) of sesame into oil (48 L per 100kg of sesame seeds processed, equating to 144L per day average capacity). Thus, the local oil processing industry in these areas absorbs a huge amount of sesame produced (approx. 16,200 MT per annum). The sesame cake, a by-product of the oil processing, is used as animal feed.

**The sesame oil industry remains underdeveloped. The following market challenges exist:**

1. The existing and emerging oil processing micro-enterprises use traditional mechanical methods that yield a low seed-oil conversion ratio of 48% (1 kg of raw sesame seed produces 0.48 liters) compared to a potential yield of 50-55% (1 kg produces 0.50-0.55 liters of oil) if mechanization technology is improved.
2. This is due to the lack of risk appetite and limited information about the potential of the sector that limit the ability of financial service providers or asset creditors to extend the investment capital required by the processors.
3. Processors' limited knowledge of and exposure to cost-saving alternative technologies, improved business operations, and marketing. In addition, the perception of quality and hygiene, including sanitation, equipment maintenance, and overall cleanliness within the oil milling process, requires improvement to meet the necessary standards for producing

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sesame oil products that can compete with imported edible oil as well as paving the way for accessing international and regional markets.

4. Lack of knowledge on the available alternative technologies or tools that would enable oil processors to precisely monitor and verify the standard and quality of their sesame oil products. This deficiency in quality control mechanisms hinders the ability to meet market quality and safety standards consistently, which are crucial for the growing processed sesame oil market.

## 2. Objectives

The primary objectives of Catalyzing Investments in Sesame Oil Processing in Somalia is:

- I. To assess and document the current capacity gaps of the existing small-scale sesame oil processors by conducting a comprehensive mapping exercise on sesame oil processors to guide targeted business capacity development interventions
- II. To support and train the processors to prepare investable business plans and connect them with the partner financial service providers for lending
- III. To identify technology providers for small-scale sesame oil processors, the types of available technologies, pricing and sales terms and conditions
- IV. To facilitate financial access to SMEs for the right technology and the skills to increase productivity, guarantee the quality and hygiene of processed sesame oil products, and improve packaging and marketing to improve value and sales by incentivizing support up to 20-40% of the technologies for the first 300 SMEs.

## 3. Scope of Work

The assignment entails the following tasks:

- I. BDS firm to undertake capacity assessment of sesame oil processors (300-400) in Afgoi, Bal'ad, Beledweyne, Baidoa, Jowhar, Kismayo and Benadir. The assessment will take into consideration but not limited to the following aspects.
  - Current processing capacity and raw materials procurement structures/arrangements
  - Product quality and output volumes
  - Product packaging, branding and marketing plans
  - Financial records including costs, revenues and seasonality in cash flows
  - Commercial viability of the processors
- II. BDS firm to prepare a comprehensive report based on the capacity gaps identified and recommendations
- III. BDS firm to develop a comprehensive capacity development plan and materials and design modules to enhance investment readiness of the processors.
- IV. Deliver training on business planning, financial management and general resilience strategies for sesame oil processors.
- V. BDS firm identify technology providers for small-scale sesame oil processors;

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- A market scan of the technology providers, current available technologies, pricing, terms, and conditions for installation/after-sales maintenance among others
- VI. BDS firm to conduct an initial assessment to list the sesame oil processors from Afgoi, Bal'ad, Kismayo, Beletweyn, Baidoa, Jowhar and Benadir interested in participating the program.
- VII. BDS firm in collaboration with SATG to facilitate the sesame oil processors to link them with financial institutions for acquiring the grant through the loan
- VIII. Prepare and submit a detailed report on the mapping and assessment, training sessions, technologies for sesame oil processing, highlighting strengths, gaps, and recommendations for improvement.

#### 4. Expected Outputs

##### I. Comprehensive Mapping and Assessment of Sesame Oil Processors

- **Assessment tools:** Developed assessment tools (questionnaires and data collection) to identify gaps in agribusiness capacity and product quality and deliveries.
- **The study:** Conducted field visits to Federal Member States (FMS) such as Southwest, Jubaland, and Hirshabelle to gather data and insights from the Sesame Oil Processors.
- **Reports:** Produced detailed mapping and assessment report highlighting strengths, gaps, and recommendations for improvement.

##### II. Capacity Building Materials and Training Sessions

- **Training Modules:** Designed and submitted training modules on agribusiness, financial and management, quality and application of hygiene of processed sesame oil products, and improve packaging and marketing to improve value and sales
- **Training Sessions:** Conducted training sessions for at least 300 existing and new sesame oil processors, focusing on those interested receiving support (grant) from IRiS program.

##### III. Prepare a Comprehensive List for the Grant:

- **Initial Mapping Assessment:** Conducted assessment to map and identify sesame oil processors interested getting in- improved technologies through the in-kind grant support from IRiS
- **Comprehensive list:** Prepared and submitted a list of sesame oil processors that are ready to acquire the grant

##### IV. Comprehensive List of Technology Providers:

- **Comprehensive list:** Prepared and submitted a list of technology providers for small-scale sesame oil processors with the types of available technologies, pricing and sales terms and conditions
- **Facilitation of linkages:** arranged connections between the sesame oil processors and financial institutions for the provision of the grant

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## V. Reporting and Documentation

- **Weekly Progress Reports:** Submitted weekly progress reports detailing the status of activities to ensure alignment with project objectives and timelines.
- **Assessment Report:** Produced a detailed mapping and assessment report highlighting strengths, gaps, and recommendations for improvement.
- **Training Reporting:** Produced a detailed training report highlighting the methodologies and training strengths, gaps, and recommendations for improvement.
- **Milestone Reports:** Shared milestone reports as per agreement obligations.
- **Final Report:** Submitted a comprehensive final report summarizing all activities, opportunities, challenges, and recommendations.

## 5. Qualification Requirements for Consultancy Firm

In order to be considered for the assignment of Technical Capacity Assessment and Development of Small-Scale Sesame Oil Processors in Somalia, the consultancy firm must meet the following qualifications:

### Experience and Expertise

#### 1. Technical Capacity Assessment and Development

- **Extensive Experience in Capacity Assessment:** Demonstrated experience in conducting comprehensive capacity assessments for SMEs in Somalia and preferably in the productive sector in Somalia. Proven ability to undertake business process mapping and to identify key gaps in business processes such as production, supply chain, sales and operations.
- **Development of Capacity Building Plans:** Expertise in developing detailed capacity development plans and training modules tailored to enhance the investment readiness of MSMEs in the productive sector in Somalia. This includes business planning, financial management, and resilience strategies.

#### 2. Sector-Specific Knowledge

- **Sesame Oil Processing:** In-depth understanding of the sesame oil processing industry, including traditional and modern processing methods, output optimization, and quality control. Familiarity with the challenges faced by small-scale agribusinesses including processors in Somalia, such as low seed-oil conversion ratios and limited access to advanced finance and technologies.
- **Market Dynamics:** Knowledge of the domestic and international sesame oil markets, including key export destinations and market requirements. Expertise in improving product packaging, branding, and marketing to enhance market competitiveness.

#### 3. Technology and Innovation

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- **Identification of Technology Providers:** Experience in identifying and evaluating technology providers for small-scale processors. Ability to assess available technologies, pricing, and sales terms and conditions, and facilitate access to these technologies for processors.
- **Implementation of Alternative Technologies:** Experience in introducing cost-saving alternative technologies and improved business operations to small-scale processors. This includes training on the use of these technologies and ensuring compliance with quality and hygiene standards.

#### 4. Financial Access and Investment Facilitation

- **Business Plan Development:** Expertise in supporting MSMEs in the productive sector to prepare investable business plans and connect them with financial service providers to acquire the necessary technology and skills to increase productivity and improve product quality.
- **Experience in facilitating financial access for SMEs in Somalia:** Demonstrate experience in successfully assisting SMES in to access capital from Somalia financial institutions.
- **Incentive Programs:** Experience in designing and implementing incentive programs to support the adoption of new technologies, including providing financial support for SMEs.

#### 5. Training and Capacity Building

- **Comprehensive Training Programs:** Proven ability to design and deliver training programs for MSMEs on agribusiness financial and management, quality control, and marketing. Experience in conducting training sessions for a large number of participants, focusing on practical and applicable skills.
- **Assessment and Reporting:** Ability to identify and list processors interested in receiving grants and preparing detailed reports on the mapping, assessment, and training outcomes. Ability to provide actionable recommendations for improvement.

#### 6. Project Management and Reporting

- **Project Management:** Strong project management skills, including the ability to manage multiple tasks, meet deadlines, and ensure alignment with project objectives. Experience in submitting regular progress reports and final comprehensive reports summarizing all activities, opportunities, challenges, and recommendations.
- **Stakeholder Engagement:** Experience in engaging with various stakeholders, including processors, technology providers, financial service providers, and government agencies. Ability to build and maintain strong relationships to ensure successful project implementation.

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- 7. Ability to access the target areas:** The firm should demonstrate the capacity of the proposed key experts to access targeted areas and program participants.

**Here are key personnel roles that the consultancy firm should provide for carrying out the assignment:**

<b>1. Project Manager</b>	
<p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Oversee the entire project, ensuring all tasks are completed on time and within budget.</li> <li>• Coordinate with stakeholders, including sesame oil processors, technology providers, and financial service providers.</li> <li>• Prepare and submit progress reports, milestone reports, and the final comprehensive report.</li> <li>• Ensure alignment with project objectives and timelines.</li> </ul>	<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Master's degree in Agricultural Economics, Business Administration, or a related field.</li> <li>• Minimum of 10 years of experience in project management, preferably in the Somalia productive sector (agribusiness, livestock, fisheries and renewable energy)   value chains or smallholder support.</li> <li>• Proven track record in managing similar projects in Somalia.</li> </ul>
<b>2. Agribusiness Specialist</b>	
<p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Conduct comprehensive mapping and capacity assessment of sesame oil processors.</li> <li>• Develop and deliver training modules on agribusiness financial management, quality control, and hygiene practices.</li> <li>• Identify and recommend appropriate technologies for small-scale sesame oil processors and technology providers and available technologies for sesame oil processing.</li> </ul>	<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Master's degree in Agribusiness, Agricultural Engineering, or related field.</li> <li>• At least 7 years of experience in agribusiness development programs</li> <li>• Familiarity with the Somali agricultural context and local market dynamics.</li> </ul>

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<ul style="list-style-type: none"> <li>• Assess the suitability and cost-effectiveness of different technologies</li> <li>• Provide recommendations on technology adoption and implementation and support processors in understanding and utilizing new technologies to improve productivity and quality.</li> </ul>	<ul style="list-style-type: none"> <li>• Strong understanding of the technical and operational aspects of sesame oil processing.</li> </ul>
<b>3. Financial Expert</b>	
<p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Assess the financial viability of sesame oil processors.</li> <li>• Support processors in preparing investable business plans.</li> <li>• Facilitate connections between processors and financial service providers for lending.</li> <li>• Provide training on financial management and business planning.</li> </ul>	<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Master’s degree in finance, Economics, or a related field.</li> <li>• 5-7 years of experience in financial analysis, particularly in small and medium enterprises (SMEs).</li> <li>• Familiarity with agricultural finance and investment planning.</li> </ul>
<b>4. Training and Technology Expert</b>	
<p><b>Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Design and implement training sessions for sesame oil processors.</li> <li>• Develop training materials focused on business planning, financial management, and hygiene practices.</li> <li>• Evaluate the effectiveness of training sessions and make necessary adjustments.</li> </ul>	<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Bachelors or master’s degree in Agribusiness, Business management, Education or related field.</li> <li>• Minimum of 5 years of experience in designing and delivering training programs, especially in agribusiness.</li> <li>• Strong understanding of adult learning principles and capacity building.</li> <li>• Expertise in agricultural technologies, particularly those related to oil processing.</li> </ul>

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**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 competition open to interested companies in Somalia.**
- 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. All prices should be net of Host Country VAT and customs duties. The services provided under this contract are funded by the U.S. Government and shall be exempt from Host Country taxes, import and other fees, as stipulated in the bilateral agreement between the U.S. Government and Government of Somalia. The subcontractor shall obtain prior written approval by DT Global before making any VAT payments. Awards and payments made to Somalia firms will be in local currency.

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- The Offeror must state in its Proposal the validity period of its offer. The minimum offer acceptance period for this RFP is **90 days** after closing date of the RFP. Offers with a shorter acceptance period will be rejected. This RFP 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 IRiS 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 may be found at 22CFR228. 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 Federal Republic of Somalia local laws, Offerors must be licensed and authorized to conduct business in **Somalia**.
- 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 RFP closing date.
- Disposition of Proposals: Proposals submitted in response to this RFP will not be returned. Reasonable efforts will be made to ensure confidentiality of both Business and Technical Proposals received from all Offerors. This RFP does not seek information of a

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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 RFP:
  - Any question raised regarding this solicitation should be received no later date and time indicated in the first page of this document. 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 electronically 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 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**).
- The email must 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, MS Excel, MS PowerPoint. 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**.

### Content of Proposal:

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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 Somalia within the last 5 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 Somalia.

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
- Acceptance of Tax Withholding Statement

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- DUNS number (if available) and TIN
- Name and address of Government Audit Agency and name and phone number of the auditor
- A valid business license or Registration Certificate in Somalia
- 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. Offerors should use their own templates when submitting their cost proposal I. At a minimum, the cost proposal will include the following information:

#### 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:

**The Mandatory criteria for bidders are as follows. FAILURE TO SUBMIT ANY OF THESE DOCUMENTS WILL LEAD TO AUTOMATIC DISQUALIFICATION:**

#### **Mandatory Required Documents**

- **Current Valid Business Registration in Somalia (from the Federal Republic of Somalia)**
- **Valid Tax Compliance Certificate from the Federal Government of Somalia.**
- **Completed and signed NDAA Representation Form (see Attachment IV)**

This solicitation in no way obligates DTG Global to award a subcontract, nor does it commit DT Global to pay any costs incurred in preparing and submitting a proposal in response to the RFP. 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 Firm-Fixed Price Deliverable-based Subcontract is: An award for the provision of specific services, goods, or deliverables and is not adjusted if the actual costs are higher or lower than the fixed price amount. Offerors must include all direct and indirect costs in their total proposed price.

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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 the 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 discuss 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**

Proposals will be evaluated based on the criteria outlined in this document. The relative importance of each criterion is indicated by the points assigned. Each proposal can achieve a maximum technical score of 100 points, with a passing mark set at a minimum of 70 points. Bidders who score above 70 points will be deemed eligible for the work.

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. Bidders who fail to submit the mandatory required

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**documents** will not be considered/eligible for technical evaluation. DT Global IRiS may request a presentation that clearly demonstrates the technical proposal from bidders who pass the evaluation criteria.

**Capability Criteria (Technical Evaluation) (100 Points)**

Criteria	Score
<p><b>Technical Approach: 41 Points</b></p> <ul style="list-style-type: none"> <li>• Understanding of Objectives: The firm should demonstrate a clear understanding of the objectives outlined in the TOR for Technical Capacity Assessment and Development of Small-Scale Sesame Oil Processors in Somalia <b>(10 Points)</b></li> <li>• Methodology: the firm should provide a detailed methodology for achieving the objectives, including Capacity Assessment, Data Collection and Analysis, Capacity Development, Technology Identification: <b>(16 Points)</b></li> <li>• Implementation Plan: the firm should provide a work plan that closely aligned with the proposed methodology and implementation plan should structure in phases to ensure systematic and timely execution <b>(5 Points)</b></li> <li>• Innovation and Adaptability: The firm should highlight any innovative approaches or technologies that will be used to enhance the project's effectiveness. <b>(5 Points)</b></li> <li>• Cover Letter: The cover letter should briefly introduce the consulting firm, outline its relevant technical expertise for the assignment, and express its interest and commitment to the project. <b>(5 Points)</b></li> </ul>	<p><b>41 points</b></p>
<p><b>Capabilities and Staffing: (35 Points)</b></p> <p><b>I. Demonstrated Experience (10 Points)</b></p> <ul style="list-style-type: none"> <li>• The firm should showcase its experience in similar projects by highlighting previous initiatives where it successfully established.</li> </ul> <p><b>II. Technical/Lead Team CVs and Profiles (25 Points)</b></p> <p>Submission of four CVs for the proposed technical team:</p> <ol style="list-style-type: none"> <li>a. Project Manager</li> <li>b. Financial Analyst</li> <li>c. Training and Development Expert</li> <li>d. Technology Specialist</li> <li>e. Agribusiness Specialist</li> </ol>	<p><b>35 points</b></p>
<p><b>Relevant Experience: (24 Points)</b></p> <p><b>I. Proof of Relevant Contracts/Purchase Orders (POs) - 15 Points</b></p>	<p><b>24 points</b></p>

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<ul style="list-style-type: none"> <li>• The firm should provide copies of 3 contracts or purchase orders for similar in scope and complexity to the current assignment. (Capacity Assessment and Development Projects, Technology Implementation and Training Programs &amp; Market Linkage and Financial Access Projects)</li> </ul> <p><b>II. Proof of Sample Reports - 6 Points</b></p> <ul style="list-style-type: none"> <li>• The firm should submit sample 3 reports from previous projects.</li> <li>• These reports should showcase the firm's ability to produce high-quality, detailed, and relevant documentation.</li> </ul> <p><b>III. Work-Related References – 3 Point</b></p> <ul style="list-style-type: none"> <li>• The firm should provide three (3) contact information for references from previous clients including emails and phone numbers.</li> </ul>	
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### **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 proposal using their own template.

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 IRiS program considering both technical and cost factors. When competing technical proposals are considered essentially equal then cost will become the determining factor.

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**ATTACHMENT IV- (NDAA FORM)**

**REPRESENTATION REGARDING CERTAIN TELECOMMUNICATIONS  
AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT**

**(a) Prohibitions.**

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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.

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**(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.

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**(f) 2<sup>nd</sup> Tier Subcontracts.** The Subcontractor shall insert the substance of this clause, including this paragraph (f), in all 2<sup>nd</sup> 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**

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**PRIME CONTRACT FLOW-DOWN CLAUSES**

**[MODIFY THESE CLAUSES PER PRIME CONTRACT]**

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.

<b>NUMBER DATE</b>	<b>TITLE</b>	
FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1)		
52.202-1 NOV 2013	DEFINITIONS	
52.203-5 MAY 2014	COVENANT AGAINST CONTINGENT FEES	
52.203-6 2006	RESTRICTIONS ON SUBCONTRACTOR SALES TO THE GOVERNMENT	SEP
52.203-7 2014	ANTI-KICKBACK PROCEDURES	MAY
52.203-8 MAY 2014	CANCELLATION, RESCISSION, AND RECOVERY OF FUNDS FOR ILLEGAL OR IMPROPER ACTIVITY	
52.203-13 20156	CONTRACTOR CODE OF BUSINESS ETHICS AND CONDUCT	OCT
52.204-9 2011	PERSONAL IDENTIFICATION VERIFICATION OF CONTRACTOR PERSONNEL	JAN
52.204-10 2018	REPORTING EXECUTIVE COMPENSATION AND	OCT
52.204-13	FIRST-TIER SUBCONTRACT AWARDS SYSTEM FOR AWARD MANAGEMENT MAINTENANCE OCT 2018	

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52.204-14 2016	SERVICE CONTRACT REPORTING REQUIREMENTS	OCT
52.204-25	PROHIBITION ON CONTRACTING FOR CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.	
	AUG 2020	
52.209-6 2015	PROTECTING THE GOVERNMENT'S INTEREST	OCT
	WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT	
52.209-9	UPDATES ON PUBLICLY AVAILABLE INFORMATION REGARDING RESPONSIBILITY MATTERS	OCT
2018		
52.215-2 OCT 2010	AUDIT AND RECORDS—NEGOTIATION	
52.215-8 OCT 1997	ORDER OF PRECEDENCE--UNIFORM CONTRACT FORMAT	
52.215-10 2011	PRICE REDUCTION FOR DEFECTIVE CERTIFIED	AUG
	COST AND PRICING DATA	
52.215-11 2011	PRICE REDUCTION FOR DEFECTIVE CERTIFIED	AUG
	COST AND PRICING DATA-MODIFICATIONS	
52.215-12	SUBCONTRACTOR COST AND PRICING DATA	
	OCT 2010	
52.215-13	SUBCONTRACTOR COST AND PRICING DATA-	
	OCT 2010	
	MODIFICATIONS	
52.215-19	NOTIFICATION OF OWNERSHIP CHANGES	OCT 1997
52.215-23 OCT 2009	LIMITATIONS ON PASS-THRU CHARGES	
52.216-7 AUG 2018	ALLOWABLE COST AND PAYMENT	
52.217-8 NOV 1999	OPTION TO EXTEND SERVICES	
52.222-21 2015	PROHIBITION OF SEGREGATED FACILITIES	APR
52.222-26 SEP 2016	EQUAL OPPORTUNITY	
52.222-29 APR 2015	NOTIFICATION OF VISA DENIAL	
52.222-35	EQUAL OPPORTUNITY FOR VETERANS	OCT 2015
52.222-36 JUL 2014	AFFIRMATIVE ACTION FOR WORKERS WITH	

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	DISABILITIES	
52.222-37	EMPLOYMENT REPORTS ON VETERANS	
FEB 2016		
52.222-50	COMBATING TRAFFICKING IN PERSONS	
	MAR2015	
52.223-6	DRUG-FREE WORKPLACE	
MAY 2001		
52.223-18	ENCOURAGING CONTRACTOR POLICIES TO BAN	
AUG 2011		
	TEXT MESSAGING WHILE DRIVING	
52.225-13	RESTRICTIONS ON CERTAIN FOREIGN	
JUN 2008		
	PURCHASES	
52.225-14	INCONSISTENCY BETWEEN ENGLISH VERSION AND	
	FEB 2000	
	TRANSLATION OF CONTRACT	
52.225-19	CONTRACTOR PERSONNEL IN A DESIGNATED	MAR
2008		
	OPERATIONAL AREA/SUPPORTING DIPLOMATIC	
	OR CONSULAR MISSION OUTSIDE UNITED STATES	
52.228-3	WORKERS' COMPENSATION INSURANCE (DBA) JUL 2014	
52.228-4	WORKERS' COMPENSATION AND WAR-HAZARDAPR 1984	
	INSURANCE OVERSEAS	
52.228-7	INSURANCE--LIABILITY TO THIRD PERSONS	
MAR 1996		
52.229-8	TAXES-FOREIGN COST REIMBURSEMENT	MAR
1990		
	CONTRACTS	
52.230-2	COST ACCOUNTING STANDARDS	
OCT 2015		
52.232-18	AVAILABILITY OF FUNDSAPR 1984	
52.232-22	LIMITATION OF FUNDSAPR 1984	
52.232-23	ASSIGNMENT OF CLAIMSMAY 2014	
52.232-25	PROMPT PAYMENT JULY 2017) ALTERNATE I(FEB 2002	
52.232-33	PAYMENT BY ELECTRONIC FUNDS TRANSFER-OCT 2018	
	SYSTEM FOR AWARD MANAGEMENT	
52.233-1	DISPUTES(MAY 2014) ALTERNATE I DEC 1991	
52.233-3	PROTEST AFTER AWARDAUG 1996	
	ALTERNATE I	JUN
1985		
52.233-4	APPLICABLE LAW FOR BREACH OF CONTRACT	
OCT 2004		
	CLAIM	
52.237-3	CONTINUITY OF SERVICES	JAN
1991		
52.242-1	NOTICE OF INTENT TO DISALLOW COSTSAPR 1984	

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52.242-3	PENALTIES FOR UNALLOWABLE COSTS	MAY 2014
52.242-4	CERTIFICATION OF FINAL INDIRECT COSTS	JAN 1997
52.242-13	BANKRUPTCY	
JUL 1995		
52.242-15	STOP WORK ORDER	
AUG 1989		
	ALTERNATE I	
APR 1984		
52.243-3	CHANGES—TIME AND MATERIALS OR LABOR HOURS	SEP 2000
52.243-7	NOTIFICATION OF CHANGES	JAN
2017		
52.244-2	SUBCONTRACTS	
OCT 2010		
	ALTERNATE I (JUN 2007)	
52.244-5	COMPETITION IN SUBCONTRACTING	DEC
1996		
52.244-6	SUBCONTRACTS FOR COMMERCIAL ITEMS	OCT
2018		
52.245-1	GOVERNMENT PROPERTY	JAN 2017
52.246-25	LIMITATION OF LIABILITY—SERVICES	FEB 1997
52.247-63	PREFERENCE FOR U.S. FLAG AIR CARRIERS	JUN
2003		
52.249-6	TERMINATION (COST-REIMBURSEMENT)	MAY
2004		
52.249-14	EXCUSABLE DELAY	
APR 1984		

#### **AIDAR 48 CFR Chapter 7**

752.202-1	DEFINITIONS	JAN 1990
752.209-71	ORGANIZATIONAL CONFLICT OF INTEREST	JUN 1993
	DISCOVERED AFTER AWARD	
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		

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752.245-70 2017	GOVERNMENT PROPERTY-USAIDREPORTING REQUIREMENTS	OCT
752.245-71 752.7001 1997	TITLE TO AND CARE OF PROPERTYAPR 1984 BIOGRAPHICAL DATA	JUL
752.7002 1990	TRAVEL AND TRANSPORTATION	JAN
752.7003 752.7004 1997	DOCUMENTATION FOR PAYMENTNOV 1998 EMERGENCY LOCATOR INFORMATION	JUL
752.7006 752.7007 2007	NOTICESAPR 1984 PERSONNEL COMPENSATION	JUL
752.7008 1984	USE OF GOVERNMENT FACILITIES OR PERSONNEL	APR
752.7009 752.7010	MARKING CONVERSION OF U.S. DOLLARS TO LOCALAPR 1984 CURRENCY	JAN 1993
752.7011 1984	ORIENTATION AND LANGUAGE TRAINING	APR
752.7013 752.7014 752.7015 1997	CONTRACTOR-MISSION RELATIONSHIPS NOTICE OF CHANGES IN TRAVEL REGULATIONS USE OF POUCH FACILITIES	OCT 1989 JAN 1990 JUL
752.7019 752.7025 752.7027	PARTICIPANT TRAINING APPROVALS PERSONNEL	JAN 1999 APR 1984 DEC 1990
752.7028 752.7029 752.7031 752.7032	DIFFERENTIALS AND ALLOWANCES POST PRIVILEGES LEAVE AND HOLIDAYS INTERNATIONAL TRAVEL APPROVAL AND NOTIFICATION REQUIREMENTS	JUL 1996 JUL 1993 OCT 1989 APR2014
752.7033 752.7034 752.7035	PHYSICAL FITNESS ACKNOWLEDGEMENT AND DISCLAIMER PUBLIC NOTICES	JUL 1997 DEC 1991 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.

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