



Haiti Projet Paysages Résilients Nord (PPR-Nord)

1. Synopsis of the Request for Quotation

DAI, implementer of the USAID funded Projet Paysages Résilients Nord (PPR-Nord), invites qualified vendors to submit quotations to supply and deliver Security Services for its Office in Vaudreuil, Plaine du Nord, as follows:

1. RFQ No.	REQ-CAP-24-0219 _ Republication
2. Issue Date	November 15, 2024
3. Title	Security Services for Cap-Haitien
4. Issuing Office & Email/Physical Address for Submission of Quotes	Projet Paysages Résilients Nord (PPR-Nord) 33, Ruelle Déricourt, Vaudreuil, Plaine du Nord PPR-Nord_Procurement@dai.com
5. Deadline for Receipt of Quotes.	November 29, 2024
6. Email for questions	PPR-Nord_Bidder_Inquiries@dai.com PLEASE NOTE THAT THE EMAIL ADDRESS FOR RECEIPT OF QUESTIONS AND THE EMAIL ADDRESS FOR RECEIPT OF PROPOSALS ARE DIFFERENT
7. Anticipated Award Type	Firm Fixed Price Purchase Order Issuance of this RFQ in no way obligates DAI to award a subcontract or purchase order and Bidders will not be reimbursed for any costs associated with the preparation of their quote
8. Basis for Award	An award will be made to the responsible bidder whose bid is responsive to the terms of the RFQ and is most advantageous to DAI, considering price or/and other factors included in the RFQ. To be considered for award, bidders must meet the requirements identified in Section 12, "Determination of Responsibility". No discussions or negotiations are permitted with bidders, and therefore bidders shall submit their best and final price

Interested Bidders may obtain a full copy of the RFQ which contains detailed instructions for preparation of the quote. The RFQ may be collected from the address and/or contact person above.

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. 17 for more details.

2. Request for Quotation

9. General Instructions to Bidders	<ul style="list-style-type: none"> • November 29, 2024, 11:59 P.M. Haiti local time. Late offers will be rejected except under extraordinary circumstances at DAI's discretion. • Bidders shall submit quotes via email or hand-delivery in a sealed envelope to the Haiti PPR-Nord office. The bidders fully understand that their quote must be valid for a period of 30 calendar days. • Bidders shall sign and date their quotation. • Bidders shall complete <u>Attachment A: Price Schedule template</u>. Value Added Tax (VAT) shall be included on a separate line. • These services are eligible for TCA exemption under the DAI prime contract. • Bidders shall provide copies of: <ol style="list-style-type: none"> a) The company publication in the Moniteur b) The company license to operate from the adequate government agency or agencies (letter from the Minister of Interior) c) The company Current Quitus d) The company Current Patente <p>All documents must be up to date</p>
10. Questions Regarding the RFQ	<p>Each Bidder is responsible for reading very carefully and understanding fully the terms and conditions of this RFQ. All communications regarding this solicitation are to be made solely through the Issuing Office and must be submitted via email or in writing delivered to the Issuing Office no later than the date specified above. All questions received will be compiled and answered in writing and distributed to all interested Bidders.</p>
11. Technical Specifications and requirements for Technical Acceptability	<p>DAI intends to contract a Private Security Company to provide armed guard services at our PPR-Nord Office in Cap-Haitien, Haiti for 12 months, with the 1st month probation period, and option to extend period of performance.</p> <p>Type of services:</p> <ul style="list-style-type: none"> • Armed guards for the PPR-Nord Office in Cap-Haitien, Address: 33, Ruelle Déricourt, Vaudreuil, Plaine du Nord, Haïti . • Length of the contract: 12 months renewable annually based on the evaluation of performance of the Service. • Final delivery of the service is required no later than 2 days after DAI-issued purchase order for the service
12. Prohibited Technology	<p>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</p>

	Company, or any subsidiary or affiliate thereof, in compliance with FAR 52.204-25.
13. Determination of Responsibility	<p>DAI will not enter into any type of agreement with a vendor prior to ensuring the vendor's responsibility. When assessing a vendor's responsibility, the following factors are taken into consideration:</p> <ol style="list-style-type: none"> 1. Provide copies of the required business licenses to operate in the host country. 2. Evidence of an Unique Entity ID (SAM)(explained below and instructions contained in the Annex). 3. The source, origin and nationality of the services are not from a Prohibited Country (explained below). 4. Ability to comply with required or proposed delivery or performance schedules
14. Geographic Code	<ul style="list-style-type: none"> • Under the authorized geographic code for its contract DAI may only procure goods and services from the following countries. • Geographic Code 937: Goods and services from the United States, the cooperating country, and "Developing Countries" other than "Advanced Developing Countries: excluding prohibited countries. A list of the "Developing Countries" as well as "Advanced Developing Countries" can be found at: http://www.usaid.gov/policy/ads/300/310maa.pdf and http://www.usaid.gov/policy/ads/300/310mab.pdf respectively. • Geographic Code 935: Goods and services from any area or country including the cooperating country but excluding Prohibited Countries. • Geographic Code 110: Goods and services from the United States, the independent states of the former Soviet Union, or a developing country, but excluding Prohibited Countries. • DAI must verify the source, nationality and origin, of goods and services and ensure (to the fullest extent possible) that DAI does not procure any services from prohibited countries listed by the Office of Foreign Assets Control (OFAC) as sanctioned countries. The current list of countries under comprehensive sanctions include: Cuba, Iran, North Korea, Sudan, and Syria. DAI is prohibited from facilitating any transaction by a third party if that transaction would be prohibited if performed by DAI. • By submitting a quote in response to this RFQ, Bidders confirm that they are not violating the Source and Nationality requirements and that the services comply with the Geographic Code and the exclusions for prohibited countries.
15. Unique Entity ID (SAM)	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.

	For those required to obtain a Unique Entity ID (SAM) you may request Attachment C: Instructions for Obtaining a Unique Entity ID (SAM).
16. Compliance with Terms and Conditions	Bidder shall be aware of the general terms and conditions for an award resulting from this RFQ. The selected Bidder shall comply with all Representations and Certifications of Compliance listed in Attachment B.
17. Anti-Corruption and Anti-Bribery Policy and Reporting Responsibilities	<p>DAI conducts business under the strictest ethical standards to assure fairness in competition, reasonable prices and successful performance or delivery of quality goods and equipment. DAI does not tolerate the following acts of corruption:</p> <ul style="list-style-type: none"> • Any requests for a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by a DAI employee, Government official, or their representatives, to influence an award or approval decision. • Any offer of a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by an offeror or subcontractor to influence an award or approval decision. • Any fraud, such as 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. <p>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.</p> <p>These acts of corruption are not tolerated and may result in serious consequences, including termination of the award and possible suspension and debarment by the U.S. Government, excluding the offeror or subcontractor from participating in future U.S. Government business.</p> <p>Any attempted or actual corruption should be reported immediately by either the offeror, subcontractor or DAI staff to:</p> <ul style="list-style-type: none"> • Toll-free Ethics and Compliance Anonymous Hotline at (U.S.) +1-503-597-4328 • Hotline website – www.DAI.ethicspoint.com, or • Email to Ethics@DAI.com • USAID's Office of the Inspector General Hotline at hotline@usaid.gov. 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
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1.1 Attachment A: Price Schedule

No	Description	Quantité	Prix Unitaire	Prix total
1	Two (2) Armed Guard Security Services AM	12 months		
2	Two (2) Armed Guard Security Services PM	12 months		
	Grand total			

We, the undersigned, provide the attached quote in accordance RFQ # _____ dated _____. Our attached quote is for the total price of _____ (figure and in words)

I certify a validity period of ____ days for the prices provided in the attached Price Schedule/Bill of Quantities. Our quote shall be binding upon us subject to the modifications.

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

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Telephone:

Email:

Company Seal/Stamp:

1.2 Attachment B: 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. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
8. 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.
9. Labor Laws – The Bidder certifies that it is in compliance with all labor laws.
10. 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.
11. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of a 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 quote, bidders 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

1.3 Attachment C: Scope of Work

DAI-USAID PPR-Nord seeks to contract a professional security service provider for its Cap-Haitien office. The security service should ensure the safety and security of the PPR-Nord compound, its personnel, and assets. The service term will be for one year (12 months) from the signature of the contract.

1. Introduction

This Scope of Work (SOW) outlines the requirements for security services to be provided by licensed security companies in Haiti. This contract is intended to ensure the safety and security of DAI project offices located in both the North and South regions of Haiti. The selected security provider will be responsible for delivering comprehensive security solutions to mitigate risks and safeguard personnel, assets, and operations.

2. Objectives

The primary objectives of this contract include:

- Maintaining a secure environment for DAI project offices, staff, visitors, and assets.
- Implementing proactive security measures to deter threats and mitigate risks.
- Providing professional security personnel to perform guard duties, roving supervision, and additional services as required.
- Responding swiftly and effectively to security incidents and emergencies.
- Enhancing overall security awareness and promoting a culture of safety among project personnel.

3. Guard Force Duties

The security provider shall deploy trained and licensed security personnel to perform the following duties:

- Access Control: Monitor and control access to DAI project offices, ensuring only authorized individuals are permitted entry.
- Perimeter Security: Conduct regular patrols and surveillance to detect and deter unauthorized intrusions or suspicious activities.
- Property Protection: Safeguard DAI assets, equipment, and facilities from theft, vandalism, or damage.
- Crowd Management: Manage crowds and maintain order during events, demonstrations, or other gatherings near project sites.
- Emergency Response: Promptly respond to security incidents, including medical emergencies, fires, and natural disasters, and coordinate with relevant authorities as necessary.
- Incident Reporting: Document security-related incidents, observations, and activities in comprehensive reports for review and analysis.

4. Roving Supervision

In addition to static guard duties, the security provider shall assign roving supervisors to oversee and coordinate security operations. Roving supervisors shall:

- Conduct regular inspections of guard posts and ensure compliance with security protocols and procedures.
- Provide on-the-job training and guidance to security personnel to enhance performance and professionalism.
- Serve as a point of contact for project staff to address security concerns, requests, or emergencies.

5. Additional Services

Upon request by DAI, the security provider may be required to offer additional services, including but not limited to:

- Escort Services: Provide armed or unarmed escorts for DAI staff traveling to high-risk areas or conducting field visits.
- Cash in Transit: Safely transport cash, valuables, or sensitive materials between project locations or banking facilities.

6. Performance Standards

The security provider shall adhere to the following performance standards:

- Maintain a high level of professionalism, integrity, and accountability among security personnel.
- Ensure compliance with all relevant laws, regulations, and industry standards pertaining to security operations.
- Continuously assess and mitigate security risks through proactive measures and regular security assessments.
- Respond promptly and effectively to client requests, inquiries, or emergencies, demonstrating flexibility and adaptability as needed.
- Maintain open communication and collaborate closely with DAI project managers and security focal points to address security-related challenges and opportunities.

7. Conclusion

This Scope of Work outlines the key requirements and expectations for security services to be provided by licensed security companies in Haiti. By partnering with a reputable and reliable security provider, DAI aims to enhance the safety and security of its personnel and operations, ultimately supporting the successful implementation of development projects in the region.