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Activity Title	Morocco Locally Led Learning (ML3)
Request for Quotation (RFQ) Number	72060822Q00003
Issue Date	December 21, 2021
Question Submission Deadline	December 28, 2021 12:00 noon Rabat local time
Closing Date for Submission of Quotations	January 18, 2022 12:00 noon Rabat local time

**SUBJECT: USAID/Morocco Request for Quotation (RFQ) 72060822Q00003
Morocco Locally Led Learning (ML3)**

Dear Offerors,

The United States Government represented by the U.S. Agency for International Development Mission to Morocco (USAID/Morocco) is seeking quotations from individuals and local evaluation, research, and learning entities in Morocco to perform the work as detailed in Section 2. Statement of Work (SOW).

The selected individuals/organizations will perform the services in accordance with the SOW, the terms and conditions of this solicitation, and in strict conformance with the contract clauses and any special conditions contained herein.

Issuance of this Request for Quotations (RFQ) neither constitutes an award commitment on the part of the Government nor does it commit the Government to pay for any costs incurred in preparation or submission of a quotation. Quotations are submitted at the risk of the Offerors.

This RFQ is for a Blanket Purchase Agreement (BPA). USAID will issue blanket purchase agreements to the individuals/organizations that submit the most highly rated quotations. The issuance of a BPA does not obligate any funding to the contractor or authorize any work. Rather, USAID will issue Call Orders against the BPA for specific work. Each Call Order will obligate funds and constitute a separate contract.

Synopsis:

This is a combined synopsis/solicitation for commercial items and services prepared in accordance with the format in Federal Acquisition Regulation (FAR) subpart 12.6 and 13.303 as supplemented with additional information included in this notice.

Question Submission:

Questions or communications regarding this RFQ should be directed by email to Ms. Leila Belahcen at lbelahcen@usaid.gov, with a copy to Ms. Salya Yacoubi at syacoubi@usaid.gov, **no later than December 28, 2021, 12:00 noon Rabat local time**. Questions not received within this time period will not be considered.

Sincerely,

Amy McQuade,
Regional Contracting Officer
USAID/MERP

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SECTION 1: GENERAL INFORMATION

1. INTRODUCTION

The U.S. Agency for International Development in Morocco (USAID/Morocco) contemplates issuing one or more Blanket Purchase Agreements (BPA) for the procurement of the services of local evaluation, research, and learning to the responsible offeror(s) whose offer conforming to the solicitation will be most advantageous to the Government, price, and other factors considered.

2. AWARD TYPE

USAID/Morocco is considering issuing a Blanket Purchase Agreement (BPA) to one or more than one individual/organization, under the referenced solicitation in accordance with Federal Acquisition Regulation (FAR) subpart 8.405-3 Blanket purchase agreements (BPAs) and subpart 13.303, "Simplified Acquisition procedures: Blanket Purchase Agreement." The BPAs will not include a minimum guarantee amount or minimum order guarantee.

A Blanket Purchase Agreement is not a contract. It is a simplified method of procuring recurring services by an authorized Contracting Officer (CO) through the issuance of Orders, called BPA Call Orders, from selected vendors called BPA holders, that are in a position to furnish them.

3. ORDERING PROCESS

This procurement will be done via a phased acquisition process. For Phase One, this announcement constitutes the only solicitation; quotations are being requested, and a written solicitation document will not be issued. The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular (FAC) 2005-60.

Following the Phase One submission, USAID will convene a Technical Evaluation Committee (TEC) and select the most highly evaluated offerors meeting USAID's criteria to advance to Phase Two. Offerors not selected to advance to Phase two will be notified via a formal letter from USAID.

Offerors selected to move to Phase Two will receive a formal letter from USAID with an invitation to submit a written example of a past evaluation or assessment report that highlights their capabilities and aligns with the services requested in the Scope of Work. Further specific instructions and selection criteria for Phase Two will also be provided to the selected offerors via email.

In addition, Phase Two will include an event (virtual or in-person depending on local COVID-19 restrictions) in which USAID will share information with offerors about working with USAID, and offerors will provide oral presentations on their expertise and approach to the requested services. In no more than 20 minutes, offerors will share information on one past performance experience that aligns with one or more services requested in the Scope of Work. Offerors' presentations will be evaluated for clarity of communications in describing the methodology,

results, and deliverables, as well as demonstration of methodological rigor. Presentations must be in English or French.

Phase Two will be a competitive process and invitation to Phase Two is not a commitment by USAID to issue a BPA to the Offeror. Furthermore, USAID will not reimburse offerors for the quotation preparation costs in either Phase One or Phase Two nor the logistics costs to attend the event that is planned in Phase Two.

4. ACQUISITION METHOD

The proposed procurement will be conducted in accordance with Parts 12 and 13.303 of the FAR. The U.S. Government may award a BPA without discussions. Therefore, Offerors are to submit their best quotation with their initial submission. However, the U.S Government reserves the right to conduct discussions if the Contracting Officer determines it to be necessary.

5. OBLIGATION OF FUNDS

The BPA will not obligate any funds. The U.S. Government is obligated only to the extent of authorized purchases actually made under the BPA. The limit on the dollar value of any individual BPA Call Order made under this BPA is \$250,000. The total estimated cost for all BPA Call Orders collectively is \$855,000 over the period of performance.

6. PLACE OF PERFORMANCE: TRAVEL AND TELEWORKING

The Contractor is expected to work both remotely or in person depending on the nature of the engagement and COVID context.

The work will be done (1) virtually, (2) in the USAID/Morocco mission, and/or (3) in the partners' premises and activity sites. Exact location will be indicated in the BPA Call Orders. Travel costs, including lodging, ground transportation and M&IE will be reimbursed on a cost-reimbursement basis, unless stated otherwise in the BPA Call Order.

7. PERIOD OF PERFORMANCE

The period of performance for the BPA is four (4) years from the effective date of the Contracting Officer's signature on the cover page.

- **END OF SECTION 1** -

SECTION 2: STATEMENT OF WORK

1. OBJECTIVE

The objective of this procurement is to obtain the services of local evaluation, research, and learning individuals and organizations to provide technical services to USAID/Morocco in evaluation and analytical research as needed.

2. BACKGROUND

USAID's [Local Works](#) program looks to advance locally led development in countries around the world, while also enhancing USAID's ability to support local actors. The USAID/Morocco Local Works program was designed to advance locally led development for its [strategic priorities](#) in Morocco and enhance the Agency's ability to empower local people to take the lead in addressing their development challenges. Since 2015, [USAID/Morocco's Local Works program](#) has worked with civil society organizations to strengthen their ability to serve as intermediary support organizations (ISOs) for their extensive networks of local organizations.

3. SCOPE OF WORK (SOW) AND ENGAGEMENTS

The statement of work identifies the general type of engagements that the BPA holder(s) will be expected to undertake for USAID/Morocco. In addition, each BPA Call Order will have a statement of work that will tailor the needs expected from the specific engagement. Across all work, USAID/Morocco seeks individuals and/or organizations capable of leading and conducting evaluation, research, or learning services, with particular attention to knowledge dissemination and utilization. This might include providing oral briefings on results; writing utilization-focused reports; and/or facilitating the co-creation of recommendations, conclusions, and adaptations. Sectoral focus areas may include any that are relevant to [USAID/Morocco programming](#), including but not limited to civil society engagement; democracy, human rights, and governance; inclusion of women, youth, and persons with disabilities; climate change; and socio-economic development.

Below is the range of services needed:

- 1. Evaluation services**, which may include designing rigorous baseline, midterm, endline, and/or ex-post performance evaluations; mobilizing and managing evaluation teams; and conducting evaluations of development programs;
- 2. Qualitative research services**, which may include designing and conducting desk reviews and literature reviews of socio-economic development activities; and/or conducting applied research of socio-economic development activities and/or political economy analysis¹;

¹ USAID defines political economy analysis (PEA) as a field-research methodology used to explore not simply how things happen in an aid-recipient country, but *why* things happen. PEAs ask questions about the development context, including the factors that impact growth and governance such as politics, rules and norms, social and cultural practices, beliefs and values, and historical and geographical determinants. [Learn more here](#).

3. **Assessment and measurement expertise**, which may include providing subject matter expertise for measurement and assessment tools on topics including civil society engagement; democracy, human rights, and governance; inclusion of women, youth, and persons with disabilities; climate change; and/or socio-economic development; and
4. **Learning and facilitation technical assistance**, such as facilitating learning events and workshops for co-creation/design, evaluation and/or research stakeholders (including the use of virtual platforms for remote meetings), or pause and reflect sessions.

The requested labor categories to provide these services include:

1. Evaluation Services

- a. **Senior Evaluator:** S/he should have considerable experience working as a part of, as well as leading, evaluation teams and writing analytic, actionable reports in a clear, coherent and compelling way. S/he should have 7-10 years of experience leading or developing evaluations, 5-7 years of experience with qualitative data analysis, a Masters or equivalent degree in a relevant field, and knowledge of the Moroccan socio-economic and political context. Knowledge of the USG foreign policy and foreign assistance programming is a plus.
- b. **Junior Evaluator:** S/he should have at least three years of M&E experience, including serving on evaluation teams. S/he should have a Bachelor's or equivalent degree in a relevant field, a background in qualitative methods, and knowledge of the Moroccan socio-economic and political context.
- c. **Enumerator:** S/he should have experience facilitating surveys, interviews, and focus group discussions in local communities in Morocco; preparing data capture and analysis plans; and ensuring quality control of data collection and reporting. Proficiency in local languages is essential.

2. Qualitative Research Services

- a. **Senior Researcher:** S/he should have considerable experience working as a part of, as well as leading, qualitative research teams and writing analytic, actionable reports in a clear, coherent and compelling way. S/he should have 7-10 years of experience leading or developing desk reviews, literature reviews, applied research, and/or political economy analysis of socio-economic development activities. S/he should have a Masters or equivalent degree in a relevant field and knowledge of the Moroccan socio-economic and political context. Knowledge of the USG foreign policy and foreign assistance programming is a plus.
- a. **Junior Researcher:** S/he should have at least three years of qualitative research experience, including serving on research teams and contributing to desk reviews, literature reviews, applied research, and/or political economy analysis of socio-economic development activities. S/he should have a Bachelor's or equivalent degree in a relevant field and knowledge of the Moroccan socio-economic and political context.

3. Assessment and Measurement Expertise

- b. **Assessment Expert:** S/he should have at least five years of subject matter expertise selecting, designing, and/or applying measurement and assessment tools on topics including civil society engagement; democracy, human rights, and governance; inclusion of women, youth, and persons with disabilities; climate change; and/or socio-economic development. S/he should have a Master's or equivalent degree in a relevant field.

4. Learning and Facilitation Technical Assistance

- c. **Lead Facilitator:** S/he should have at least seven years of event design and facilitation experience, including leading small and large virtual and in-person events in Morocco that connect stakeholders to pause and reflect, share learning, and determine actionable next steps. S/h he should have demonstrated experience with adult learning methods and collaborating, learning, adapting (CLA) methodologies and a Bachelor's degree or equivalent in a related field.
- d. **Assistant Facilitator & Logistics Lead:** S/he should have at least two years of experience supporting planning, execution, and facilitation for virtual and in-person events in Morocco that connect stakeholders to pause and reflect, share learning, and determine actionable next steps. Relevant experience should include managing logistics for events, including participant communications, technology considerations, and venue preparation. S/he should be able to facilitate small group sessions and have a Bachelor's degree or equivalent in a related field.

BPA Call Orders may consist of services requiring the efforts of one or more BPA holders. BPA holders should be prepared to work in collaboration with others.

4. DELIVERABLES AND REPORTS

All deliverables and reports will be detailed in the BPA Call Orders, and will be produced in English. Translations into French, and/or Arabic might be needed as determined in the BPA Call Order which will be based on the dissemination needs of the deliverable. Deliverables shall be submitted to the Contracting Officer's Representative (COR) for review, acceptance, and approval before they are considered final.

5. TECHNICAL DIRECTIONS

USAID will assign a Contracting Officer's Representative (COR) for the overall BPA and each BPA Call Order. The COR will be responsible for accepting deliverables and approving payments. Additionally, the COR will provide clarifications regarding aspects of the SOW/Call Order performance requirements. During the period of performance, the individual(s)/ organization(s) will also collaborate with the Local Works Team members (Mission-based and DC-based).

6. ADMINISTRATIVE/LOGISTICAL SUPPORT

The Contractor is responsible for the logistics required to fulfill the requirements of the BPA Call Orders, including travel arrangements. In-country travel for assessment and monitoring should take into consideration the travel restrictions in place.

7. METHOD OF PAYMENT

The method of payment will be detailed in the BPA Call Orders.

- **END OF SECTION 2** -

SECTION 3: INSTRUCTIONS TO OFFERORS

1. INSTRUCTIONS

Offerors shall respond to this RFQ by submitting their quotations by the deadline set in the cover page of this solicitation.

Offerors will be selected via a phased acquisition process. In Phase One, offerors must submit a quotation, consisting of:

- 1- Capabilities Statement and CVs**
- 2- Past Performance Information (PPI)**
- 3- Price Schedule and Budget Narrative**

The quotation materials must be prepared in English or French, and according to the format instructions provided below. Please refer to the section below for more information.

1. Capabilities Statement and CVs

The capabilities statement must be submitted in Microsoft Word or Adobe PDF format and must not exceed five (5) pages in length in single-spaced, Times New Roman font size 12.

It should include an identification of which services, detailed in the Scope of Work, align best with the offeror's expertise and interests (this may be one service, multiple services, or all). This should demonstrate a clear understanding and experience in conducting this type of work, as well as of the offeror's responsibilities.

Offerors should also include up to four (4) CVs that demonstrate their personnel's ability to perform the services requested in the Scope of Work (this may be one service, multiple services, or all). CVs must not exceed 2 pages each and must be submitted in Microsoft Word or Adobe PDF format. CVs are not included in the 5 page limit. Please note that individuals submitting a quotation should only submit their own personal CVs.

2. Past Performance Information (PPI)

Offerors should include up to three (3) examples of relevant past performance information, demonstrating the offeror's experience with performing tasks similar to those sought in the Scope of Work. Offerors must use the template provided by USAID, and each past performance submission must not exceed 2 pages in length. (see Annex I).

3. Price Schedule and Budget Narrative

Offerors should complete a price schedule with fully burdened daily labor rates to perform the services requested in the Scope of Work. Offerors must use the labor categories and template provided by USAID (see Annex II). Offerors may also propose any additional labor categories necessary to complete the services requested in the Scope of Work by adding them to the price schedule.

The price schedule must be supported by a budget narrative that explains the daily rates and justifies the need for each proposed individual.

2. REQUIRED CERTIFICATIONS

FAR 52.212-3 - Offeror Representations and Certifications-Commercial Items (Feb 2021)

The Offerors must complete the following documents and submit a signed copy with their quotation: “Representations, Certifications, and Acknowledgements” found at the federal acquisition website: www.acquisition.com

3. DUNS AND SAM REQUIREMENTS

USAID may not award a BPA to an offeror until it has complied with all applicable Unique Entity Identifier Dun and Bradstreet (DUNS) and System for Award Management (SAM) requirements. Each offeror is required to:

(i) Be registered in SAM.gov. SAM is streamlining processes, eliminating the need to enter the same data multiple times, and consolidating hosting to make the process of doing business with the government more efficient;

(ii) Provide a valid unique entity identifier in its application; and

(iii) Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

The registration process may take many weeks to complete. Therefore, offerors are encouraged to begin the process early. If an offeror has not fully complied with the requirements above by the time USAID is ready to make an award, USAID may determine that the offeror is not qualified to receive an award.

Non-U.S. offerors can find additional resources for registering in SAM, including a Quick Start Guide and a video on how to obtain an NCAGE code, on the SAM registration webpage, navigate to Help, then to International Registrants.

DUNS number: <http://fedgov.dnb.com/webform>

SAM registration: <http://www.sam.gov>

Note: Per FAR 4.605 (c)(2)(i)(c), Authorized generic entity identifiers may be used to report contracts in lieu of the contractor's actual unique entity identifier only for:

— **Contract actions that are awarded to individuals that are-**
Located outside the United States and its outlying areas for work to be performed outside the United States and its outlying areas and the contractor does not otherwise have a unique entity identifier;

As such, if you fall under this category, please be informed that you are approved to use the Generic DUNS number **790238851** when submitting your quotation.

4. SUBMISSION OF THE QUOTATIONS

Quotations must be submitted by email to **Leila Belahcen** at lbelahcen@usaid.gov and usaidmoroccocontracts@usaid.gov. Quotations must be received **no later than January 18 by 12:00pm, Rabat, Morocco time**. Please use the email subject line: **“BPA Quotation: Morocco Locally Led Learning (ML3)”**. Offerors must retain proof of timely delivery in the form of receipt confirmation from the receiving office. USAID bears no responsibility for data errors resulting from transmission or conversion processes associated with electronic submissions.

All quotations must be in writing, dated and signed by an authorized representative.

USAID/Morocco encourages responses to this RFQ from eligible individuals/entities that possess **ANY** of the evaluation and research capabilities listed in the Scope of Work. **Individuals and organizations DO NOT need to have all the capabilities and experience sought to respond. However, the more services that the offerors will be able to render, the higher the chances to be selected by USAID and move to Phase Two of this procurement. It should be noted that USAID will also consider the organizations’ areas of expertise, to ensure that all USAID requirements are represented by the selected offerors.**

Responses received after the due date and time will not be read or considered. Submission via email is required; phone calls or hard copy delivery will not be accepted. You may receive an electronic confirmation acknowledging receipt of your response. If USAID receives multiple submissions from an individual/organization, we will only review the most recent submission.

USAID is not obligated to make an award or to pay for any costs incurred by the Offeror in preparation of a quotation in response hereto.

5. EVALUATION PROCEDURES

FAR 52.212-2 – Evaluation – Commercial Items (Oct 2014)

The Government will award a Blanket Purchase Agreement (BPA) resulting from this solicitation to the responsible offeror(s) whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered.

Quotations will be evaluated against the following criteria in descending order of importance:

1. Extent to which the offeror’s capabilities are aligned with USAID/Morocco’s needs detailed in the Scope of Work.
2. Extent to which the offeror’s past performance and experience demonstrate an ability to meet USAID/Morocco’s needs detailed in the Scope of Work.
3. Price.

For overall evaluation purposes, the non-price factors are more important than the price factor. Quotations will be evaluated using the following adjectival ratings “Exceptional”, “Very Good”, “Satisfactory”, “Marginal”, and “Unsatisfactory.”

Adjective	Merit Review Criterion
Exceptional	<p>An Exceptional quotation has the following characteristics:</p> <ul style="list-style-type: none"> • A comprehensive and thorough quotation of exceptional merit. • Quotation meets and fully exceeds the Government expectations or exceeds RFQ objectives and presents very low risk or no overall degree of risk of unsuccessful performance. • Strengths significantly outweigh any weaknesses that may exist.
Very Good	<p>A Very Good quotation has the following characteristics:</p> <ul style="list-style-type: none"> • A quotation demonstrating a strong grasp of the objectives. • Quotation meets RFQ objectives and presents a low overall degree of risk of unsuccessful project performance. • Strengths significantly outweigh any weaknesses that exist.
Satisfactory	<p>A Satisfactory quotation has the following characteristics:</p> <ul style="list-style-type: none"> • A quotation demonstrating a reasonably sound response and a good grasp of the objectives. • Quotation meets RFQ objectives and presents a moderate overall degree of risk of unsuccessful project performance. • Strengths outweigh weaknesses.
Marginal	<p>A Marginal quotation has the following characteristics:</p> <ul style="list-style-type: none"> • The quotation shows a limited understanding of the objectives. • Quotation meets some or most of the RFQ objectives, but presents a significant overall degree of risk of unsuccessful project performance. • Weaknesses equal or outweigh any strength that exists.
Unsatisfactory	<p>An Unsatisfactory quotation has the following characteristics:</p> <ul style="list-style-type: none"> • The quotation does not meet the solicitation’s objectives or requires a major rewrite of the quotation. • Present an unacceptable degree of risk of unsuccessful project performance. • Weaknesses demonstrate a lack of understanding of the Government’s needs. • Weaknesses significantly outweigh any strength that exists.

The Source Selection Authority (SSA), after consultation with the evaluation committee will select for moving to Phase Two of this procurement, the offeror(s) which are considered to be able to perform the contract in a manner that constitutes the best value to the Government, all factors considered.

- **END OF SECTION 3** -

SECTION 4: OTHER CONSIDERATIONS

1. GENDER IMPLICATIONS

To the greatest extent possible, the Contractor shall seek to include gender considerations in all aspects of this activity including participation and leadership roles (e.g., participation in meetings and training, in decision making...etc.).

The Offeror should describe in the capabilities statement how gender considerations will be integrated throughout the program and into specific activities as appropriate. As such, the Offeror is requested to indicate how it is intended to include gender in the performance of the requested services of the Scope of Work.

2. BRANDING & MARKING

With reference to Section 320.3.2.1 of ADS 320, **Offerors who are invited to Phase Two** of this procurement will be requested to submit a Branding Strategy and Marking (B&M) Plan that will be evaluated and approved by the Contracting Officer. The B&M Plan should be fully approved before the BPA is signed.

The final Branding Strategy and Marking Plan will be developed in consultation with the Development Outreach and Communication Specialist (DOCS) at USAID/ Morocco. Please note that for each request for a BPA call under the BPA, the BPA Branding Strategy and Marking Plan shall be reviewed, and specific adjustments can be made as needed to customize the Plan for that BPA call.

For more information about the Branding Strategy and Marking Plan, please visit USAID's branding policies documentation in ADS 320 at:

<https://www.usaid.gov/sites/default/files/documents/1868/320.pdf>

Markings under this award should comply with the USAID —Graphic Standard Manual available at: <https://www.usaid.gov/branding>

3. ENVIRONMENTAL COMPLIANCE

The Foreign Assistance Act of 1961, as amended, Section 117 requires that the impact of USAID's activities on the environment be considered and that USAID include environmental sustainability as a central consideration in designing and carrying out its development programs. This mandate is codified in Federal Regulations (22 CFR 216) and in USAID's Automated Directives System (ADS) Parts 201.5.10g and 204 (<http://www.usaid.gov/policy/ADS/200/>), which, in part, require that the potential environmental impacts of USAID-financed activities are identified prior to a final decision to proceed and that appropriate environmental safeguards are adopted for all activities.

Environmental compliance obligations under these regulations and procedures are specified in the following paragraphs of this RFQ. In addition, the contractor must comply with host country environmental regulations unless otherwise directed in writing by USAID . In case of conflict between the host country and USAID regulations, the latter shall govern.

No activity under this solicitation will be implemented unless an environmental threshold determination, as defined by 22 CFR 216, has been reached for that activity, as documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the Bureau Environmental Officer (BEO). IEE ME 18-71 received concurrence from the Middle East BEO on August 14, 2018, and is valid until September 30, 2025, for activities under this solicitation.

Categorical Exclusion is recommended for all activities envisioned under this solicitation, which will not have a negative effect on the natural or physical environment and which will be specified in each BPA Call Order.

Specifically, the activities envisioned in this solicitation fall into the following classes of action:

- Education, technical assistance, or training programs except to the extent such programs include activities directly affecting the environment (such as construction of facilities, etc.)
- Analyses, studies, academic or research workshops and meetings
- Document and information transfers

As part of its entrance meeting and agreed work plan if any, the contractor, in collaboration with the USAID Cognizant Technical Officer and Mission Environmental Officer or Bureau Environmental Officer, as appropriate, shall review all ongoing and planned activities that will be specified in each BPA call order to determine if they are within the scope of the approved Regulation 216 environmental documentation. If the contractor plans any new activities outside the scope of the approved Regulation 216 environmental documentation, it shall prepare an amendment to the documentation for USAID review and approval. No such new activities shall be undertaken prior to receiving written USAID approval of environmental documentation amendments.

Any activities found to be outside the scope of the approved Regulation 216 environmental documentation shall be halted until an amendment to the documentation is submitted and written approval is received from USAID.

- **END OF SECTION 4** -

SECTION 5: CONTRACT CLAUSES

CLAUSES INCORPORATED BY FULL TEXT:

52.252-1 Solicitation Provisions Incorporated by Reference (FEB 1998)

As prescribed in 52.107(a):

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address:

<https://www.acquisition.gov/far/index.html>

(End of provision)

CLAUSES INCORPORATED BY REFERENCE:

The following FAR clauses and provisions apply to this solicitation and are incorporated by reference:

All referenced FAR and AIDAR clauses and provisions may be accessed electronically at

<https://www.acquisition.gov/far/>

<https://www.acquisition.gov/aidar>

FAR 52.203-5	Covenant Against Contingent Fees	(May 2014)
FAR 52.203-7	Anti-Kickback Procedures	(JUNE 2020)
FAR 52.203-13	Contractor Code of Business Ethics and Conduct	(JUNE 2020)
FAR 52.203-17	Contractor Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights	(JUNE 2020)
FAR 52.203-19	Incorporation by Reference of Representations and Certifications.	(DEC 2014)

FAR 52.204-23	Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities	(JUL 2018)
FAR 52.204-24	Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment.	(OCT 2020)
FAR 52.204-25	Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.	(AUG 2020)
FAR 52.204-26	Covered Telecommunications Equipment or Services-Representation	(OCT 2020)
FAR 52.212-1	Instructions to Offerors-Commercial Items	(JUNE 2020)
FAR 52.212-2	Evaluation-Commercial Items.	(OCT 2014)
FAR 52.212-3	Offerors Representations and Certifications Commercial-Items	(FEB 2021)
FAR 52.212-4	Contract Terms and Conditions - Commercial Items	(OCT 2018)
FAR 52.212-5	Contract Terms and Conditions required to implement Statutes or Executive Orders - Commercial Items	(JAN 2020)
FAR 52.222-50	Combating Trafficking in Persons	(JAN 2019)
FAR 52.223-18	Encouraging Contractor Policies to Ban Text Messaging While Driving.	(JUNE 2020)
FAR 52.225-13	Restrictions on Certain Foreign Purchases	(FEB 2021)

FAR 52.225-25	Prohibition on Contracting with Entities Engaging in Sanctioned Activities Relating to Iran--Representation and Certification.	(JUN 2020)
FAR 52.232-25	Prompt Payment	(JAN 2017)
FAR 52.232-39	Unenforceability of Unauthorized Obligations	(JUN 2013)
FAR 52.233-1	Disputes	(MAY 2014)
FAR 52.233-2	Service of Protest	(SEP 2006)
FAR 52.233-3	Protest After Award	(AUG 1996)
FAR 52.233-4	Applicable Law for Breach of Contract Claim	(OCT 2004)
752.202-01	Definitions	(JAN 1990)
752.211-70	Language and Measurement	(JUN 1992)
752.222-70	USAID Disability Policy	(DEC 2004)
752.7006	Notices	(APR 1984)
752.7008	Use of Government Facilities or Personnel	(APR 1984)
752.7013	Contractor-mission relationships	(OCT 1989)

752.7025	Approvals	(APR 1984)
752.7027	Personnel	(DEC 1990)
752.7031	Leave and holidays	(OCT 1989)

- **END OF SECTION 5** -

SECTION 6: ANNEXES
ANNEX I. PAST PERFORMANCE INFORMATION TEMPLATE

<p>Contractor Name:</p> <p>Contractor Address:</p>
<p>Funder:</p> <p>Title of Work:</p> <p>Award/Contract Number, if applicable:</p> <p>Type of Award:</p> <p>Date of Award:</p> <p>Status (please select one):</p> <ul style="list-style-type: none">• Active• Completed <p>Award Completion Date (including extensions):</p> <p>Dollar Value of Work:</p> <p>Complexity of Work (please select one):</p> <ul style="list-style-type: none">• Difficult• Routine <p>Type and Extent of Subawards, if applicable:</p>
<p>Description, location, and relevancy of work:</p>
<p>Name, Address, Telephone Number, and E-mail Address of the Awarding Contracting/ Agreement Officer and/or the Contracting/ Agreement Officer's Representative (and other references as applicable):</p>

ANNEX II. PRICE SCHEDULE

In order to facilitate a meaningful comparison, offerors are requested to furnish the price schedule using the table below.

Offerors may provide information for any or all of the labor categories. Please note that USAID DOES NOT expect offerors to have all the capabilities and experience sought to respond. Offerors may also add more labor categories to the table and state their rates with a justification why they are proposing these individuals in their budget narrative.

Proposed Labor Category	Full Name	Title	Daily Rate
<i>Evaluation Services</i>			
Senior Evaluator			
Junior Evaluator			
Enumerator			
<i>Qualitative Research Services</i>			
Senior Researcher			
Junior Researcher			
<i>Assessment and Measurement Expertise</i>			
Assessment Expert			
<i>Learning and Facilitation Technical Assistance</i>			
Lead Facilitator			
Assistant Facilitator & Logistics Lead			

Note:

- The daily rates as stated when the BPA is executed will remain in effect for the entire BPA period.
- The daily rates must be submitted in Moroccan dirhams and stated as fully burdened rates, that is, stated with all labor costs associated with hiring the individual such as fringe benefits for a workday of eight (8) hours in duration. They must only include the following:
 - Salary cost or consulting fee of the individual providing the services;
 - Payroll costs (fringe benefits, etc.) and;

- Profit or fee, if applicable.
- The daily rates must include consideration of the offeror's established personnel policies and procedures.
- Travel and related costs, when required by call orders placed under the Blanket Purchase Agreement, will be reimbursed from a separate line item and in accordance with USAID rules, regulations and rates.

- **END OF SECTION 6** -

- **END OF RFQ 72060822Q00003** -