



RFQ Number: RFQ/SHN/0047/2021

Issuance Date: September 26, 2021

Deadline for Offers: October 7, 2021

Description: Local level communication for 40 clinics (Phase 3).

For: Surjer Hashi Network

Point of Contact:

Taimur Reza,
Manager, Procurement & SC
Surjer Hashi Network,
Abedin Tower, 6th Floor,
35 Kamal Ataturk Avenue,
Banani, Dhaka-1213, Bangladesh.

Email Address for any query: procurement@shnnetwork.org

******* ETHICAL AND BUSINESS CONDUCT REQUIREMENTS *******

- Surjer Hashi Network is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price and technical merit.
- Surjer Hashi Network does not tolerate fraud, collusion among offerors, falsified proposals/bids, bribery, or kickbacks. Any firm or individual violating these standards will be disqualified from this procurement, barred from future procurement opportunities, and may be reported to both USAID and the Office of the Inspector General.
- Employees and agents of Surjer Hashi Network are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential vendors or suppliers in exchange for or as a reward for business.
- Employees and agents engaging in this conduct are subject to termination and will be reported to USAID and the Office of the Inspector General.
- In addition, Surjer Hashi Network will inform USAID and the Office of the Inspector General of any supplier offers of money, fee, commission, credit, gift, gratuity, object of value, or compensation to obtain business.

Offerors responding to this RFQ must include the following as part of the proposal submission:

- Disclose any close, familial, or financial relationships with Surjer Hashi Network or project staff. For example, if an offeror's cousin is employed by the project, the offeror must state this.
- Disclose any family or financial relationship with other offerors submitting proposals. For example, if the offeror's father owns a company that is submitting another proposal, the offeror must state this.
- Certify that the prices in the offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
- Certify that all information in the proposal and all supporting documentation are authentic and accurate.
- Certify understanding and agreement to Surjer Hashi Network's prohibitions against fraud, bribery and kickbacks.

Please contact Ferdous N Khan, Director of Compliance, (fkhan@shnnetwork.org) copying Chief Executive Officer, (shaila.purvin@shnnetwork.org) with any questions or concerns regarding the above information or to report any potential violations. Potential violations may also be reported directly to "Surjer Hashi Network", Abedin Tower, 6th Floor, 35 Kamal Ataturk Avenue, Banani, Dhaka-1213, Bangladesh.



Section 1: Instructions to Offerors

1. Introduction:

Surjer Hashi Network (SHN) is a USAID-funded social enterprise whose mission is to offer high-quality, customer-oriented, and affordable health care services and products to all Bangladeshis, with a particular focus on the poor. The company operates 134 Surjer Hashi Clinics throughout Bangladesh that provide essential health services packages along with diagnostic services, drugs, and other pharmaceutical and consumer healthcare products. To that end, SHN requires to promote the services provided in the Surjer Hashi clinics.

Offerors are responsible for ensuring that their offers are received by SHN in accordance with the instructions, terms, and conditions described in this RFQ. Failure to adhere with instructions described in this RFQ may lead to disqualification of an offer from consideration.

2. Offer Deadline and Protocol:

In light of the ongoing pandemic, offerors shall submit their offers electronically only. E-mail offers must be received no later than 17:00 local Dhaka time on **October 7, 2021**, at the following e-mail address procurement@shnnetwork.org

Please reference the RFQ number in any response to this RFQ. Offers received after the specified time and date will be considered late and will be considered only at the discretion of SHN.

3. Questions and Registering Interest

Questions regarding the technical or commercial requirements of this RFQ must be submitted no later than 17:00 local Dhaka time on **September 30, 2021** by email to procurement@shnnetwork.org. Questions must be submitted in writing; phone calls will not be accepted. Questions and requests for clarification—and the responses thereto—that SHN believes may be of interest to other offerors will be circulated to all RFQ recipients who have indicated an interest in bidding. Offerors should register their interest by e-mailing Taimur Reza, Manager, Procurement & SC, at procurement@shnnetwork.org. SHN cannot guarantee that offerors who do not register interest will receive amendments to the RFQ or answers to questions.

Only the written answers issued by SHN will be considered official and carry weight in the RFQ process and subsequent evaluation. Any verbal information received from employees of SHN or any other entity should not be considered as an official response to any questions regarding this RFQ.

4. Quotations:

Quotations in response to this RFQ must be priced on a fixed-price, all-inclusive basis, including delivery and all other costs. All quotations must present VAT as separate cost. Pricing must be presented in Bangladeshi Taka (BDT). Quotation/Proposals must remain valid for minimum **60 calendar days** from the date of tender closing deadline. Offerors are requested to provide quotations on their official quotation format or letterhead; in the event this is not possible, offerors may complete the table in Section 3. In addition, offerors responding to this RFQ are requested to submit the following:

- Organizations responding to this RFQ are requested to submit a copy of their official registration or trade license, VAT registration copy, and TIN certificate.
- Individuals responding to the RFQ are requested to submit a copy of their national identification card.

5. Delivery:

Delivery locations (40 different locations) for the items described in this RFQ are the SHN clinics locations indicated in **Section 3: Specifications and Delivery Locations**. As part of its response to this RFQ, each offeror is expected to provide an estimate (in calendar days) of the delivery timeframe (after receipt of order). The delivery estimate presented in an offer in response to this RFQ must be upheld in the performance of any resulting contract.



6. **Source/Nationality/Manufacture:** All goods and services offered in response to this RFQ or supplied under any resulting award must meet USAID Geographic Code 937 in accordance with the United States Code of Federal Regulations (CFR), 22 CFR §228. The cooperating country for this RFQ is Bangladesh.

Offerors may not offer or supply any commodities or services that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, Syria.

7. **Taxes and VAT:** In accordance with the agreement under which this procurement is financed, SHN is exempt from payment of taxes, VAT, tariffs, duties, or other levies imposed by the Bangladesh government. Offerors must include taxes, VAT, charges, tariffs, duties and levies in accordance with the laws of the Bangladesh as a separate cost line. SHN will provide the successful offeror with a VAT coupon for VAT amount, VAT coupon will be issue upon submission of Mushok-6.3
8. **DUNS Number:** Companies or organizations, whether for-profit or non-profit, shall be requested to provide a Data Universal Numbering System (DUNS) number if selected to receive an award in response to this RFQ valued greater than or equal to USD\$30,000 (or equivalent in other currency). If the Offeror does not have a DUNS number and is unable to obtain one before proposal submission deadline, Offeror shall include a statement noting their intention to register for a DUNS number should it be selected as the successful offeror or explaining why registration for a DUNS number is not possible. Contact Dun & Bradstreet through this webform to obtain a number: <https://fedgov.dnb.com/webform>. Further guidance on obtaining a DUNS number is available from SHN upon request.
9. **Eligibility:** By submitting an offer in response to this RFQ, the offeror certifies that it and its principal officers are not debarred, suspended, or otherwise considered ineligible for an award by the U.S. Government. SHN will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the U.S. Government.
10. **Evaluation and Award:** The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, meets the required technical specifications, and is determined via Trade-off analysis to be the best value based on application of the following evaluation criteria. The relative importance of each individual criterion is indicated by the number of points below:

Company Profile – 30 points: must include a description of the company/organization, with appropriate reference to any parent company and subsidiaries. Offerors must include details demonstrating their experience and technical ability. offerors must include 3 past performance references of similar work previously implemented as well as contact information for the companies for which such work was completed. Contact information must include at a minimum: name of point of contact who can speak to the offeror's performance, name and address of the company for which the work was performed, and email and phone number of the point of contact.

Cost – 70 points: Offerors' total costs will be compared to each other to assist SHN in determining best value.

Printing/execution/activation needs to be completed within 1 (One) month from the purchase order.

Please note that if there are significant deficiencies regarding responsiveness to the requirements of this RFQ, an offer may be deemed "non-responsive" and thereby disqualified from consideration. SHN reserves the right to waive immaterial deficiencies at its discretion.

Best-offer quotations are requested. It is anticipated that award will be made solely based on these original quotations. However, SHN reserves the right to conduct any of the following:

- SHN may conduct negotiations with and/or request clarifications from any offeror prior to award.
- While preference will be given to offerors who can address the full technical requirements of this RFQ, SHN may issue a partial award or split the award among various suppliers, if in the best interest of the SHN.
- SHN may cancel this RFQ at any time.

Please note that in submitting a response to this RFQ, the offeror understands that USAID is not a party to this solicitation and the offeror agrees that any protest hereunder must be presented to SHN in writing with full explanation, as USAID will not consider protests regarding procurements carried out by implementing partners. SHN, at its sole discretion, will make a final decision on the protest for this procurement.

11. **Terms and Conditions:** This is a Request for Quotations only. Issuance of this RFQ does not in any way obligate SHN, the AUHC Project, or USAID to make an award or pay for costs incurred by potential offerors in the preparation and submission of an offer.

This solicitation is subject to SHN's standard terms and conditions. Any resultant award will be governed by these terms and conditions; a copy of the full terms and conditions is available upon request. Please note the following terms and conditions will apply:

- SHN's standard payment terms are net 30 days after receipt and acceptance of any commodities or deliverables. Payment will only be issued to the entity submitting the offer in response to this RFQ and identified in the resulting award; payment will not be issued to a third party.
- Any award resulting from this RFQ will be firm fixed price, in the form of a purchase order.
- No commodities or services may be supplied that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, Syria.
- Any international air or ocean transportation or shipping carried out under any award resulting from this RFQ must take place on U.S.-flag carriers/vessels.
- United States law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. The supplier under any award resulting from this RFQ must ensure compliance with these laws.
- The title to any goods supplied under any award resulting from this RFQ shall pass to SHN following delivery and acceptance of the goods by SHN. Risk of loss, injury, or destruction of the goods shall be borne by the offeror until title passes to SHN.

Section 2: Offer Checklist

To assist offerors in preparation of proposals, the following checklist summarizes the documentation to include an offer in response to this RFQ:

- Cover letter, signed by an authorized representative of the offeror (see Section 4 for template)
- Official quotation, including specifications of offered equipment (see Section 3 for example format)
- Company profile by covering their client information, other related information
- Copy of offeror's registration or business license (see Section 1.5 for more details)
- Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting Questionnaire, signed by an authorized representative of the offeror (see Section 5 for questionnaire), if quotation exceeds the taka equivalent of \$30,000.

Section 3: Specifications, scope of Work and Delivery Locations

The table below contains the detail specification of required item. Offerors are requested to provide quotations containing the information below on official letterhead or official quotation format. In the event this is not possible, offerors may complete this Section 3 and submit a signed/stamped version to SHN.

Specification and Item Details:

| SI no | Item Description | Description/Specifications of Items or Service | Qty |
|-------|---|--|--------|
| 1 | Poster production, courier to individual clinics along with distribution and pasting in individual clinic catchment areas | Size: 23 x 36 inches. 4 color, 100 gsm | 40,000 |



| | | | |
|---|--|--|-----------|
| 2 | Leaflet production, courier to individual clinics along with distribution in individual clinic catchment areas. | Both side print, Size A4, 4 color, 100 gsm offset) | 1,046,388 |
| 3 | Miking | 7 days per clinic (8 hours every day) | 280 |
| 4 | Sticker for branding - production, courier to individual clinics along with distribution and pasting in individual clinic catchment areas. | Size: A4, 4 color. Vinyl. 100 gsm. Glossy lamination) | 9,200 |
| 5 | Newspaper insertion (leaflets) in individual clinic catchment areas | Newspaper insertion: No production, insertion only in the breakdown of locations given below | 80,000 |

Scope of Work:

- Please note that production of posters and leaflets will have individual design for respective clinic addresses as per the breakdown has given below (**clause: activation and distribution area**)
- The selected vendor must affix all the posters in the designated catchment areas mentioned below. SHN Marketing will do spot checks with support from clinic teams to ensure that all key areas have been covered properly. The vendor must also submit photographs of the same and submit to SHN Marketing to confirm the job has been carried out as required.
- The selected vendor must affix all the stickers in the auto, van and CNGs within the designated catchment areas mentioned in the annexure of the RFQ. SHN Marketing will do spot checks with support from clinic teams to ensure that the job has been done properly. The vendor must also submit photographs of the same and submit to SHN Marketing to confirm the job has been carried out as required.

Activation and distribution area:

| Region | Clinic ID | Clinic Name | Type | Catchment Area | Catchment Population | Leaflet | Poster | Miking | Sticker for Branding | Paper Insertion |
|------------|-----------|------------------|----------------|--|----------------------|-----------|--------|--------|----------------------|-----------------|
| Bogura | 002 | Bogra | Advanced | Bogura Sadar | 52,364 | 13,091 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 069 | Gobindogonj | Advanced | Gobindogonj Upazila | 145,057 | 36,264 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 078 | Baghmara | Advanced | Baghmara Upazila (6 union) | 71,770 | 17,943 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 105 | Joypurhat | Advanced | Joypurhat Paurashava | 43,770 | 10,943 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 107 | Paharpur | Advanced | Dinajpur Pouroshova (02 & 10 no ward) | 26,000 | 6,500 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 108 | Saidpur | Advanced | Saidpur Sadar Municipality | 144,677 | 36,169 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 109 | Thakurgaon | Advanced | Thakurgaon Pouroshova (1,2,5,6,7,8,10,12no ward) | 34,055 | 8,514 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 254 | Naodapara | Advanced | Naodapara , Citycorporation | 19,725 | 4,931 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 255 | Naogaon | Advanced | Naogaon Paurashiva | 106,751 | 26,688 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 256 | Natore | Advanced | Natore Pourashava | 86,566 | 21,642 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 257 | Chapai Nawabganj | Advanced | Chapai Nawabganj Pouroshava | 86,130 | 21,533 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 259 | Tajhat | Advanced | Ramgaur City Corporation | 121,113 | 30,278 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 261 | Kurigram | Advanced | Kurigram Sadar | 54,519 | 13,630 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 263 | Mulatale | Advanced | Word N:3,8,9,11,14,16,17,18,19,20,21,22,23,26, and 30 of Rangpur City Corporation. | 68,620 | 17,155 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 005 | Sirajgonj | Basic | Sirajgonj Sadar | 82,345 | 20,586 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 091 | Poba | Basic | Poba Upozilla | 55,285 | 13,821 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 095 | Singra | Basic | Singra | 104,980 | 26,245 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 248 | Panchbibi | Basic | Panchbibi Pourashova & Union | 32,362 | 8,091 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 260 | Haragach | Basic | Haragach Pouroshova | 64,516 | 16,129 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 262 | Lalmonirhat | Basic | Lalmonirhat Pourashava | 73,328 | 18,332 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 343 | Boda | Basic | Boda Upazila 8 Union | 28,463 | 7,116 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 014 | Shibgonj | Basic with NVD | 144 Villages in Shibgonj Upazilla | 1,166,183 | 291,546 | 1,000 | 7 | 230 | 2,000 |
| Bogura | 227 | Debiganj | Basic with NVD | Debiganj Upazila 8 Union | 57,452 | 14,363 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 060 | Chakaria | Advanced | Chakaria Municipality | 192,378 | 48,095 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 114 | North Halishahar | Basic | Chattogram City Corporation. Word no :11, 24,25,26,37 | 147,500 | 36,875 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 115 | Pahartoli | Basic | Chattogram City Corporation. Word no : 09,10,11,12. | 166,510 | 41,628 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 124 | Firingee Bazar | Basic | Chattogram City Corporation. Word no-18,33,34,35 | 114,020 | 28,505 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 125 | Jamal Khan | Basic | Chattogram City Corporation. Word no-14, 15, 16 ,20, 21, 22 | 186,580 | 46,645 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 127 | West Madarbari | Basic | Chattogram City Corporation. Word No:23,28, 29. | 136,833 | 34,208 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 143 | Chowmuhani | Basic | Chowmuhani municipality Word # 7,8,9, Noakhali Municipality, Word # 8 | 22,883 | 5,721 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 198 | Hajiganj | Basic | Hajiganj Pourashova (01 to 12 word) | 73,000 | 18,250 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 202 | Ramgonj | Basic | Ramgonj Pourashova | 50,096 | 12,524 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 230 | Feni Sadar | Basic | Feni Sadar Upzila | 45,783 | 11,446 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 281 | Puran Bazar | Basic | Chandpur Pourashova | 21,000 | 5,250 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 327 | Bandarban | Basic | Bandarban Pouroshava and Bandarban Sadar Upazila (Kuhalong Union,Sadar Union) | 53,646 | 13,412 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 329 | Rangamati | Basic | Rangamati Pouroshava (Ward no 1 - 9) | 52,289 | 13,072 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 353 | Moheshkhali | Basic | Moheshkhali Pourashava | 49,681 | 12,420 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 024 | Chandpur | Basic with NVD | Chandpur Pourashova | 25,201 | 6,300 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 288 | Chandanaish | Basic with NVD | Chandanaish Pourashava | 54,543 | 13,636 | 1,000 | 7 | 230 | 2,000 |
| Chattogram | 289 | Lohagara | Basic with NVD | Lohagara Upazila | 67,578 | 16,895 | 1,000 | 7 | 230 | 2,000 |
| Total | | | | | | 1,046,388 | 40,000 | 280 | 9,200 | Q |



Sample Detailed Cost Breakdown/Quotations Form:

| SL# | Item Name | Specifications from bidder | Quantity | Unit price | Total Price (BDT) |
|-----|-------------------------------|----------------------------|----------|------------|-------------------|
| | | | | | |
| | Add: VAT @% | | | | |
| | Total (including VAT and tax) | | | | |

**All prices should include production, distribution and activation in all the locations mentioned above simultaneously within 15 days.

**All prices must be in Bangladeshi Taka (BDT)

Delivery time (after receipt of order): _____ calendar days

Offered validity: _____

Payment Terms: _____ calendar days by wire transfer.

Other criteria that must fulfilled:

**Only Advertsing/Media/Activation Agencies should bid for this RFQ
Provider must have own service/technical team**



Section 4: Offer Cover Letter

The following cover letter must be placed on letterhead and completed/signed/stamped by a representative authorized to sign on behalf of the offeror:

To:

Taimur Reza,
Manager, Procurement & SC
Surjer Hashi Network,
Abedin Tower, 6th Floor,
35 Kamal Ataturk Avenue,
Banani, Dhaka-1213, Bangladesh.

Reference: RFQ/SHN/0047/2021

To Whom It May Concern:

We, the undersigned, hereby provide the attached offer to perform all work required to complete the activities and requirements as described in the above-referenced RFQ. Please find our offer attached.

We hereby acknowledge and agree to all terms, conditions, special provisions, and instructions included in the above-referenced RFQ. We further certify that the below-named firm—as well as the firm's principal officers and all commodities and services offered in response to this RFQ—are eligible to participate in this procurement under the terms of this solicitation and under SHN regulations.

Furthermore, we hereby certify that, to the best of our knowledge and belief:

- We have no close, familial, or financial relationships with any Surjer Hashi Network or AUHC project staff members;
- We have no close, familial, or financial relationships with any other offerors submitting proposals in response to the above-referenced RFQ; and
- The prices in our offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
- All information in our proposal and all supporting documentation is authentic and accurate.
- We understand and agree to Surjer Hashi Network's prohibitions against fraud, bribery, and kickbacks.

We hereby certify that the enclosed representations, certifications, and other statements are accurate, current, and complete.

Authorized Signature: _____

Name and Title of Signatory: _____

Date: _____

Company Name: _____

Company Address: _____

Company Telephone and Website: _____

Company Registration or Taxpayer ID Number: _____

Company DUNS Number: _____

Does the company have an active bank account (Yes/No)? _____

Official name associated with bank account (for payment): _____



Bank Accounts Details Information (completed/signed/stamped by a representative authorized to sign on behalf of the offeror):

| Sl. | Particulars | Information |
|-----|----------------------------------|-------------|
| 1 | Account Name: | |
| 2 | Account Number: | |
| 3 | Account Type: | |
| 4 | Name of Bank: | |
| 5 | Name of Bank Branch: | |
| 6 | Address of Branch: | |
| 7 | Bank Routing Number: If possible | |

Signature with seal:

Name :

Designation :

Section 5: Federal Funding Accountability and Transparency Act (FFATA) Subaward Reporting Questionnaire

If the offeror is selected for an award valued at \$30,000 or above, and is not exempted based on a negative response to Section 3(a) below, any first-tier subaward to the organization may be reported and made public through FSRS.gov in accordance with The Transparency Acts of 2006 and 2008. Therefore, in accordance with FAR 52.240-10 and 2CFR Part170, if the offeror positively certifies below in Sections 3.a and 3.b and negatively certifies in Sections 3.c and 3.d, the offeror will be required to disclose to Chemonics for reporting in accordance with the regulations, the names and total compensation of the organization's five most highly compensated executives. By submitting this quotation, the offeror agrees to comply with this requirement as applicable if selected for a subaward.

In accordance with those Acts and to determine applicable reporting requirements, Company Name certifies as follows:

a) In the previous tax year, was your company's gross income from all sources above \$300,000?

☐ Yes ☐ No

b) In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which the DUNS number belongs) receive (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

☐ Yes ☐ No

c) Does the public have access to information about the compensation of the executives in your business or organization (the legal entity to which the DUNS number it provided belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? (FFATA § 2(b)(1)):

☐ Yes ☐ No

d) Does your business or organization maintain an active registration in the System for Award Management (www.SAM.gov)?

☐ Yes ☐ No

I hereby certify that the above statements are true and accurate, to the best of my knowledge.

Authorized Signature:

Name and Title of Signatory:

Date: