



## **Libya Local Governance and Civil Society (LGCS)/Ta qarib Activity**

Request For Proposals (RFP)

No. RFP NO. ta qarib-Libya-2021-025

Title: Compost Tumbler Units

Issue Date: April 23, 2021

**WARNING:** Prospective Offerors who have received this document from a source other than the Libya Local Governance and Civil Society (LGCS)/Ta qarib Activity ([ProcurementLGCS@dai.com](mailto:ProcurementLGCS@dai.com)), should immediately contact [ProcurementLGCS@dai.com](mailto:ProcurementLGCS@dai.com) and provide their name and mailing address in order that amendments to the RFP or other communications can be sent directly to them. Any prospective Offeror who fails to register their interest assumes complete responsibility in the event that they do not receive communications prior to the closing date. Any amendments to this solicitation will be issued and posted on [www.Libyaninvestment.com](http://www.Libyaninvestment.com) website and/or via email. All offerors are encouraged to check this website periodically for any amendments and for the answered Questions.

## 1. Synopsis of the RFP

DAI, implementer of the USAID funded Libya Local Governance and Civil Society (LGCS)/Taqrrib Activity, invites qualified vendors to submit proposals/bids to supply and deliver compost tumbler units for the Municipalities, as outlined below.

1. RFP No.	RFP NO. taqarib-Libya-2021-025
2. Issue Date	April 23, 2021
3. Title	Compost Tumbler Units
4. Issuing Office & Email for Submission of Proposals	Libya LGCS Taqarib Procurement Department Submit proposals to: <a href="mailto:LGCSProcurementINBOX@dai.com">LGCSProcurementINBOX@dai.com</a>
5. Deadline for Receipt of Questions	Questions are due by the following email, no later than 14:00, April 28, 2021, at <a href="mailto:ProcurementLGCS@dai.com">ProcurementLGCS@dai.com</a> .
6. Deadline for Receipt of Proposals.	The deadline for receiving Proposals is no later than 14:00 Libya time on May 9, 2021 at <a href="mailto:LGCSProcurementINBOX@dai.com">LGCSProcurementINBOX@dai.com</a>
7. Contact Person	LGCS Procurement Team at <a href="mailto:ProcurementLGCS@dai.com">ProcurementLGCS@dai.com</a>
8. Anticipated Award Type	DAI anticipates awarding <b>Fixed Price Purchase Order</b> .  Issuance of this RFP in no way obligates DAI to award a subcontract or purchase order and offerors will not be reimbursed for any costs associated with the preparation of their bid.
9. Basis for Award	An award will be made based on the <b>Lowest Price, Technically Acceptable Source Selection process</b> . The award will be issued to the responsible Offeror submitting the lowest evaluated price that meets or exceeds the acceptability requirements for technical/non-cost factors described in this RFP.

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](mailto:ethics@dai.com) or by visiting [www.dai.ethicspoint.com](http://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. 20 for more details.

## 2. Request for Proposal – Goods

<p>10. General Instructions to Offerors</p>	<ul style="list-style-type: none"> <li>• Offers wishing to respond to this RFP must submit proposals in <b>English</b>, in accordance with the following instruction:</li> <li>• The deadline for receiving Proposals is no later than 14:00 Libya time on <b>May 9, 2021</b>. Late offers will be rejected except under extraordinary circumstances at DAI’s discretion.</li> <li>• Offerors shall submit proposals via email, electronically at <a href="mailto:LGCSProcurementINBOX@dai.com">LGCSProcurementINBOX@dai.com</a>. Please note the</li> <li>• solicitation number and title of the RFP in the proposal and in the subject line if submitting via email.</li> <li>• Offerors shall submit their <b>valid and relevant company license</b> similar to the goods requested.</li> <li>• DAI has a right to increase or decrease the quantity.</li> <li>• Offerors shall confirm in writing that the Offeror fully understands that their proposal must be valid for a period of one hundred twenty (<b>120</b>) days.</li> <li>• Offerors shall sign and date the <b>Price Schedule</b>, in lieu of a formal <b>cover letter</b>.</li> <li>• Offerors shall complete Attachment <b>A: Price Schedule</b></li> <li>• template. Prices should be presented in <b>USD Only</b>.</li> <li>• <b>Stamp Tax</b> shall be included on a separate line item.</li> <li>• These services are eligible for Tax value exemption under the DAI prime contract.</li> </ul>
<p>11. Questions Regarding the RFP</p>	<p>Each Offeror is responsible for reading very carefully and understanding fully the terms and conditions of this RFP. 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 Offerors.</p>
<p>12. Technical Specifications and requirements for Technical Acceptability</p>	<p><i>See Attachment C: Detailed Technical Specifications.</i> In addition to meeting the Technical Specifications, offerors are required to meet or exceed the significant non-cost factors listed below:</p> <ol style="list-style-type: none"> <li>1. Availability of items in stock in Libya for quick delivery (preferred)</li> <li>2. Shortest guaranteed delivery timeline preferred (approximately 4 weeks), as demonstrated through reference letters from prior clients.</li> </ol>
<p>13. Prohibited Technology</p>	<p>Offerors <b>MUST NOT</b> 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.
14. Determination of Responsibility	<p>DAI will not enter into any type of agreement with an Offeror prior to ensuring the Offeror’s responsibility. When assessing an Offeror’s responsibility, the following factors are taken into consideration:</p> <ol style="list-style-type: none"> <li>1. Provide copies of the required business licenses to operate in the host country.</li> <li>2. Evidence of a DUNS number (explained below and instructions contained in the Annex).</li> <li>3. The source, origin and nationality of the goods are not from a Prohibited Country.</li> <li>4. Ability to comply with required or proposed delivery or performance schedules.</li> <li>5. Be qualified and eligible to perform work under applicable laws and regulations.</li> </ol>
15. Geographic Code	<ul style="list-style-type: none"> <li>• Under the authorized geographic code for its contract DAI may only procure goods and services from the following countries.</li> <li>• Geographic Code 935: Goods and services from any area or country including the cooperating country but excluding Prohibited Countries.</li> <li>• 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.</li> <li>• By submitting a proposal in response to this RFP, Offerors 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.</li> </ul>
16. Data Universal Numbering System (DUNS)	<p>All U.S. and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$30000 and above <b>are required</b> to obtain a DUNS number prior to signing of the agreement. Organizations are exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. DAI requires that Offerors sign the self-certification statement if the Offeror claims exemption for this reason.</p> <p>For those required to obtain a DUNS number, you may request Attachment C: Instructions for Obtaining a DUNS Number.</p> <p>For those not required to obtain a DUNS number, you may request Attachment D: Self-Certification for Exemption from DUNS Requirement</p>

<p>17. Excusable Delays</p>	<p>The offeror will be allowed time, but not price increases, for excusable delays. Examples of such cases include:</p> <ul style="list-style-type: none"> <li>(1) Acts of God or of the public enemy,</li> <li>(2) Acts of the client in either its sovereign or contractual capacity,</li> <li>(3) Acts of Government of the host country in its sovereign capacity,</li> <li>(4) Fires,</li> <li>(5) Floods,</li> <li>(6) Strikes,</li> <li>(7) Epidemics,</li> <li>(8) Quarantine restrictions,</li> <li>(9) Freight embargoes, and</li> <li>(10) Unusually severe weather.</li> </ul> <p>In each instance, the failure to perform must be beyond the control and without the fault or negligence of the offeror. Furthermore, the failure:</p> <ul style="list-style-type: none"> <li>(1) Must be one that the offeror could not have reasonably anticipated and taken adequate measures to protect against,</li> <li>(2) Cannot be overcome by reasonable efforts to reschedule the Work, and</li> <li>(3) Directly and materially affects the date of final completion of the project.</li> </ul> <p>The offeror shall notify DAI's Authorized Representative, in writing, of the reason for the delay as early as possible but in no case later than the time of the failure to perform. Delays that do not constitute Excusable Delays in the reasonable opinion of DAI will be subject to the Penalty Clause.</p>
<p>18. Penalty Clause</p>	<p>If the offeror fails to supply the specified Goods/Services on or before the date stipulated in the Purchase Order/Contract, for reasons which in DAI's reasonable opinion do not constitute an Excusable Delay, DAI may, without prejudice to its other remedies under the Purchase Order/Contract, including but not limited to Termination for Default, deduct a sum equivalent to five percent (5%) of the delivered price of the delayed Goods/Services as liquidated damages, for each week of the delay until actual delivery, up to a maximum deduction of Ten Percent (10%) of the Purchase Order/Contract value.</p>
<p>19. Compliance with Terms and Conditions</p>	<p>Offerors shall be aware of the general terms and conditions for an award resulting from this RFP. The selected Offeror shall comply with all Representations and Certifications of Compliance listed in Attachment B.</p>
<p>20. Anti-Corruption and Anti-Bribery Policy and Reporting Responsibilities</p>	<p>DAI conducts business under the strictest ethical standards to assure fairness in competition, reasonable prices and successful</p>

performance or delivery of quality goods and equipment. **DAI does not tolerate the following acts of corruption:**

- Any requests for a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by a DAI employee, Government official, or their representatives, to influence an award or approval decision.
- Any offer of a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by an offeror or subcontractor to influence an award or approval decision.
- Any fraud, such as misstating or withholding information to benefit the offeror or subcontractor.
- Any collusion or conflicts of interest in which a DAI employee, consultant, or representative has a business or personal relationship with a principal or owner of the offeror or subcontractor that may appear to unfairly favor the offeror or subcontractor. Subcontractors must also avoid collusion or conflicts of interest in their procurements from vendors. Any such relationship must be disclosed immediately to DAI management for review and appropriate action, including possible exclusion from award.

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

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

- Toll-free Ethics and Compliance Anonymous Hotline at (U.S.) +1-503-597-4328
- Hotline website – [www.DAI.ethicspoint.com](http://www.DAI.ethicspoint.com), or
- Email to [Ethics@DAI.com](mailto:Ethics@DAI.com)
- USAID’s Office of the Inspector General Hotline at [hotline@usaid.gov](mailto: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.

**1.1 Attachment A: Price Schedule**

Item No.	Item Name	Quantity	Unit Price In USD	Total Price In USD
1	Compost Tumbler Units (see Attachment C for detail specifications)	200		
Transportation to LGCS Warehouse in Tripoli				
STAMP TAX IN USD				
<b>GRAND TOTAL IN USD</b>				

<b>Delivery Date (in Business Days):</b>
<b>Source of Origins:</b>
<b>Warranty:</b>

We, the undersigned, provide the attached proposal in accordance (RFP NO.taqarib-Libya-2021-025 dated \_\_\_\_\_Our attached proposal 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 proposal shall be binding upon us subject to the modifications resulting from any discussions.

We understand that DAI is not bound to accept any proposal 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](http://www.SAM.gov)) or the United Nations Security Designation List (online at: [http://www.un.org/sc/committees/1267/aq\\_sanctions\\_list.shtml](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 DAII 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 an DAI Purchase Order to comply with the provisions of the resulting Purchase Order and with all Federal, State, and local laws and regulations in connection with the work associated therein.

By submitting a proposal, offerors agree to fully comply with the terms and conditions above and all applicable U.S. federal government clauses included herein, and will be asked to sign these Representations and Certifications upon award.



### 1.3 Attachment C: Detailed Technical Specifications

#### **Specifications: Compost Tumbler Containers**

- Lifetime Compost Tumbler – with an 80-gallon (302.8 L) capacity
- Galvanized Steel Base Heavy-Duty UV-protected high-density polyethylene (HDPE) panels balanced lightweight construction
- Composter is black with a galvanized steel base and comes in (1) box.
- Directions on How to Compost DVD is included.
- Powder-Coated Steel Frame
- Model = 60058 or equivalent
- Product Weight = approximately 42.1 lb. (19,1 kg)
- Total Capacity = approximately 80 Gallons (302,8 L)
- Dimensions = approximately 40 in. W x 35.5 in. L x 43 in. H (101,6 cm x 90,1 cm x 109,2 cm)
- Cubic Foot Capacity = Approximately 10.7 ft3 (0,30 m3)
- Tumbler Design = Single Tumbler
- ISO or CE certificate of the product

**Warranty Period:** 5-year limited warranty.

**Installation or Assembly:** Yes, the selected vendor will be required to assemble all units prior to delivery

#### **Sample Photo:**



#### **Important notes:**

1. Delivery to LGCS/Taqarib office with shipping through the Port of Tripoli (the address will be provided at after award).
2. Inspection upon delivery by LGCS/Taqarib staff.
3. The offeror will be responsible for all costs related to shipping, transportation, offloading and delivery. In addition to any clearance costs in accordance with Libya regulations.



## 1.5 Attachment E: Instructions for Obtaining a DUNS Number

### DAI'S VENDORS, SUBCONTRACTORS & GRANTEES

*Note: The determination of a successful offeror/applicant resulting from this RFP/RFQ/RFA is contingent upon the winner providing a DUNS number to DAI. Organizations who fail to provide a DUNS number will not receive an award and DAI will select an alternate vendor/subcontractor/grantee.*

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#### **Background:**

#### **Summary of Current U.S. Government Requirements- DUNS and Reporting in FSRS Database**

The Data Universal Numbering System (DUNS) is a system developed and managed by Dun and Bradstreet that assigns a unique nine-digit identifier to a business entity. It is a common standard world-wide and users include the U.S. Government, European Commission and the United Nations. The DUNS number will be used to better identify related organizations that are receiving U.S. federal funding, and to provide consistent name and address data for electronic application systems.

The U.S. Government requires that all applicants for first-tier monetary grants (i) and all first-tier subcontracts/purchase orders of \$30,000 or above have a DUNS number prior to DAI issuing an award to that entity.

#### **REQUIREMENT FOR DAI TO REPORT DATA IN THE FSRS DATABASE:**

In addition, in accordance with the Federal Funding Accountability and Transparency Act of 2008; FAR 52.204-10, "Reporting Executive Compensation and First-Tier Subcontract Awards" (Revised July 2010); and Subpart 4.14—"Reporting Executive Compensation and First-Tier Subcontract Awards," effective March 1, 2011, DAI is required to report any newly awarded first-tier subcontracts \$30,000 or above in the FSRS (Functional Security Requirements Specifications) database at <http://www.fsr.gov>.

In accordance with AAPD 11-01 amended, all foreign entities receiving first-tier monetary grants (standard, simplified and FOGs) with a value equal to or over \$30,000 and performing work outside the U.S. must obtain a DUNS number prior to signing of the grant. All U.S. organizations who are recipients of first-tier monetary grants of any value are required to obtain a DUNS number; the exemption for under \$30,000 applies to foreign organizations only. In accordance with the AAPD as well as 2 CFR Parts 25 and 170, DAI is required to report on grantees in the FSRS database. The reported information for subcontracts and grants will be available for the public to view at <http://usaspending.gov>.

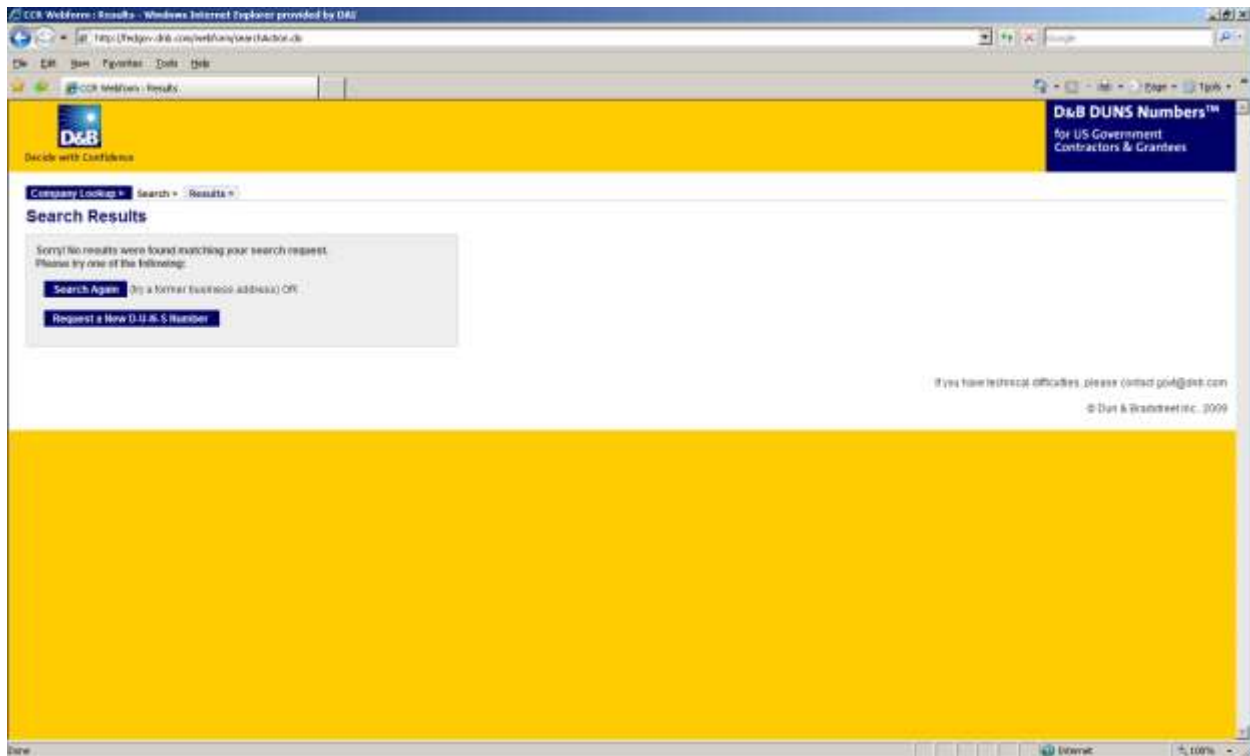
**Instructions detailing the process to be followed in order to obtain a DUNS number for your organization begin on the next page.**

#### **THE PROCESS FOR OBTAINING A DUNS NUMBER IS OUTLINED BELOW:**

1. Log on to the D&B (Dun & Bradstreet) DUNS registration website to begin the process of obtaining a DUNS number free of charge.  
<http://fedgov.dnb.com/webform/index.jsp>

Please note there is a bar on the left for Frequently Asked Questions as well as emails and telephone numbers for persons at Dun & Bradstreet for you to contact if you have any questions or difficulties completing the application on-line. DAI is not authorized to complete the application on your organization's behalf; the required data must be entered by an authorized official of your organization.

2. Select the Country where your company is physically located.
3. You will first be asked to search the existing DUNS database to see whether a DUNS number already exists for your organization/entity. Subcontractors/grantees who already have a DUNS number may verify/update their DUNS records.
4. Potential DAI subcontractors/vendors/grantees who do not already have a DUNS number will be shown the screen below. To request a new DUNS Number, the "Request a New D-U-N-S Number" button needs to be selected.



5. Enter the information regarding your organization listed on the next three screens. (See screen shots below.) Make sure you have the following information available (in English) prior to beginning the process of entering this section in order to ensure successful registration.

- Legal Business Name (commas are allowed, periods are not allowed)
- Address
- Phone
- Name of Owner/Executive
- Total Number of Employees
- Annual Sales or Revenue (US Dollar equivalent)
- Description of Operations

6. Note that some fields are Optional, however all other fields must be completed to proceed further with the application process. For example, all applicants must complete the Organization Information sections. The Company Name and Physical Address fields are self-populated based on information previously entered during the initial DUNS search. The question marks to the left of the field provide additional information when you click on them.

The screenshot shows a web browser window displaying the 'Request for New D-U-N-S Number' form on the D&B website. The form is titled 'Request for New D-U-N-S Number' and includes instructions for users. The form fields are as follows:

Company Name	
Legal Name	D&B TEST INC
Legal Structure	Proprietorship
Trade Name 1 (optional)	
Trade Name 2	
Trade Name 3	
Phone Number of Business	25-555-1212
Physical Address	
Street	110 Jesse Acker Rd
City	Kabul
State	
Zip Code + 4 Postal Code	
Country	AFGHANISTAN
Mailing Address (optional) <input type="checkbox"/> Same as Physical Address	
Street P. O. Box	
City	

7. You must select the legal structure of your organization from the pull down menu. To assist you in selecting the appropriate structure that best represents your organization, a brief description of the various types follows:

- **Corporation** – A firm that meets certain legal requirements to be chartered by the state/province in which it is headquartered by the filing of articles of incorporation. A corporation is considered by law to be an entity separate and

distinct from its owners. It can be taxed; it can be sued; it can enter into contractual agreements.

- **Government** - central, province/state, district, municipal and other U.S. or local government entities. Includes universities, schools and vocational centers owned and operated by the government.
- **Limited Liability Company (LLC)** - This is a type of business ownership combining several features of corporation and partnership structures. It is designed to provide the limited liability features of a corporation and the tax efficiencies and operational flexibility of a partnership. Its owners have limited personal liability for the LLC's debts and obligations, similar to the status of shareholders in a corporation. If your firm is an LLC, this will be noted on the organizations registration and licensing documents.
- **Non-profit** - An entity which exists for charitable reasons and is not conducted or maintained for the purpose of making a profit. Any money earned must be retained by the organization, and used for its own expenses, operations, and programs. Most organizations which are registered in the host country as a non-governmental organization (NGO) rather than as a commercial business are anon-profit entities.

**Community based organizations, trade associations, community development councils, and similar entities which are not organized as a profit making organization should select this status, even if your organization is not registered formally in country as an NGO.**

- **Partnership**- a legal form of operation in which two or more individuals carry on a continuing business for profit as co-owners. The profits and losses are shared proportionally.
  - **Proprietorship**-These firms are owned by one person, usually the individual who has day-to-day responsibility for running the business. Sole proprietors own all the assets of the business and the profits generated by it.
8. One of the most important fields that must be filled in is the Primary SIC code field. (See screen shot below.) The Primary Standard Industrial Code classifies the business' most relevant industry and function.

CCP Webform: New Data Number Request - Windows Internet Explorer provided by DAI

http://[redacted].com/infocenter/docx/compry/mater=18&state=us&CompanyState=US&Address=US&City=US&State=US&Zip=US&Country=US&FormID=1&edit=US&view=NewComp

CCP Webform: New Data Number Request

Street P. O. Box  
 City  
 State  
 Zip Code + 4-Pin Postal Code  
 Country: Select one

**Organization Information**

Executive Name  
 Title: Select one  
 Primary SIC code  
 Description of Operations  
 Socioeconomic Code: Select one  
 Number of Employees (includes owners, partners, and/or officers)  
 Annual Sales or Revenue

**Parent Organization (optional)**

Name  
 Street  
 City  
 State  
 Zip Code + 4-Pin Postal Code  
 Country: Select one

**Notes (optional)**

Submit Your Request

If you have technical difficulties, please contact god@nrc.com

9. If you are unsure of which SIC Code your organization's core business falls under, please refer to the following website: <http://www.osha.gov/oshstats/sicser.html>

Standard Industrial Classification (SIC) System Search - Windows Internet Explorer provided by DAI

http://www.osha.gov/oshstats/sicser.html

Standard Industrial Classification (SIC) System Search

UNITED STATES DEPARTMENT OF LABOR

OSHA

Occupational Safety & Health Administration We Can Help

STATISTICS & DATA | SIC MANUAL

This page allows the user to search the 1987 version SIC manual by keyword to access descriptive information for a specific 2,3,4-digit SIC and to [access the manual structure](#).

Enter a SIC CODE:

Enter the search keyword(s):

Submit Clear

Search Help and Examples

Freedom of Information Act | Privacy & Security Statement | Disclaimers | Customer Survey | Important Web Site Releases | International | Contact Us

U.S. Department of Labor - Occupational Safety & Health Administration - 390 Constitution Ave., NE, Washington, DC 20017  
 Telephone: 800-334-6342 | TTY: 877-889-6272  
 www.OSHA.gov

You will need to enter certain keywords to bring up the potential SIC Codes. In the case above, "Research" was entered as the keyword, and resulted in the following:



PLEASE NOTE: Many of the DAI subcontractors and grantees fall under one of the following SIC codes:

**8742** Management Consulting Services

1542 General Contractors-Nonresidential Buildings, Other than Industrial Buildings and Warehouses or one of the codes within:

Industry Group 357: Computer And Office Equipment

Industry Group 355: Special Industry Machinery, Except Metalworking

Industry Group 356: General Industrial Machinery And Equipment

Industry Group 359: Miscellaneous Industrial And Commercial



10. Description of Operations- Enter a brief description of the primary services you provide the example below, “agricultural technical assistance” was chosen as the primary function of the business.
11. The Annual Sales or Revenue figure should be provided in USD (US Dollar) equivalent.
12. Once all of the fields have been completed, click on “Submit Your Request” to be taken to the Verification page.
13. Note: Representative (Principal, Owner or Officer) needs to verify and provide affirmation regarding the accuracy of the data under criminal or civil penalties as per Title 18, Section 1001 of the US Criminal Code.
14. Once “Yes, Continue” button is clicked, the registration application is sent to D&B, and a DUNS number should be available within 24-48 hours. DUNS database can be checked in 24-48 hours by entering the Business Information in the Search window – which should now display a valid result with the new DUNS number for the entity.

CSB Address: work at home page - Windows Internet Explorer provided by D&B

http://dunbrd.com/verification/newbusiness.asp

CSB Address: verification page

**D&B**  
Decide with Confidence

**D&B DUNS Numbers™**  
for US Government  
Contractors & Grantees

D-U-S-B Number Request | Search | Enter Your Company Information | Verify Information Page

### Verification Page

**Company Name**

Legal Name:

Phone Number of Business:

**Physical Address**

Street:

City:

State:

Zip Code + 4 Postal Code:

Country:

**Organization Information**

Executive Name:

You affirm that you are a principal, owner or officer of the entity for which you are submitting proposed information and/or changes and that you are properly authorized to submit these changes. You also agree not to knowingly provide any false or misleading information to D&B. Knowingly providing false or misleading information may result in criminal or civil penalties as per [Title 18, Section 1001 of the US Criminal Code](#), and may negatively impact the status of the D&B report generated on this company.

This also includes the case of a Shell Corporation. D&B defines a Shell Corporation as one that exhibits either of the following characteristics: (1) An aged corporation where its prior business activities could be confirmed or (2) An aged corporation that was revoked, dissolved or went to a dormant status, and is subsequently reinstated and is under new control. It is D&B's policy that the historical business activity of a Shell Corporation, if any, will not be factored into the determination of such Shell Corporation's start date. As such, any individual who attempts to misrepresent the start date of their business through the use of a Shell Corporation or any other means is immediately put on information alert status or higher-risk status. In addition, the criminal penalties mentioned above may apply.

Done

Internet 100%

**1.6 Attachment F: Self-Certification for Exemption from DUNS Requirement for Subcontractors and Vendors**

Legal Business Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Physical City: \_\_\_\_\_

Physical Foreign Province (if applicable): \_\_\_\_\_

Physical Country: \_\_\_\_\_

Signature of Certifier \_\_\_\_\_

Full Name of Certifier (Last Name, First/Middle Names): \_\_\_\_\_

Title of Certifier: \_\_\_\_\_

Date of Certification (mm/dd/yyyy): \_\_\_\_\_

The sub-contractor/vendor whose legal business name is provided herein, certifies that we are an organization exempt from obtaining a DUNS number, as the gross income received from all sources in the previous tax year is under USD \$300,000.

\*By submitting this certification, the certifier attests to the accuracy of the representations and certifications contained herein. The certifier understands that s/he and/or the sub-contractor/vendor may be subject to penalties, if s/he misrepresents the sub-contractor/vendor in any of the representations or certifications to the Prime Contractor and/or the US Government.

The sub-contractor/vendor agrees to allow the Prime Contractor and/or the US Government to verify the company name, physical address, or other information provided herein. Certification validity is for one year from the date of certification.

## 1.1 Attachment G: Proposal Checklist

Offeror: \_\_\_\_\_

Does your proposal include the following?

- Valid and relevant business licenses to operate in Libya.
- Price list/Quotation in USD (*use template in Attachment A*)
- Signed Cover Letter (*use template in Attachment A*)
- Details specification as requested in Attachment C with pictures.
- Evidence of a DUNS Number OR Self Certification for Exemption from DUNS Requirement
- Past Performance (*use template in Attachment D*)
- Evidence/proof of CE or ISO certified approval designation
- Verify source, origin and nationality of the goods are not from a Prohibited Country. (See Geographic Code in No. 15 on Page No. 4)