



## Pakistan Regional Economic Integration Activity (PREIA)

Request for Proposals (RFP)

No. REQ-PRE-24-0012

Technical Assistance for the Development of  
Green Customs Strategy for Pakistan Customs and Related Training

Issue Date: March 26, 2024

**WARNING:** Prospective Offerors who have received this document from a source other than the Pakistan Regional Economic Integration Activity (PREIA), Third Floor, 56-G, Beverly Center, Blue Area, Islamabad, Capital territory 44000, Pakistan [PREIAprocurement@DAI.com](mailto:PREIAprocurement@DAI.com), should immediately contact [PREIAprocurement@DAI.com](mailto:PREIAprocurement@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 shared only through [PREIAprocurement@DAI.com](mailto:PREIAprocurement@DAI.com).

**Disclaimer:** Issuance of this RFP in no way obligates DAI PREIA to award a purchase order and offerors will not be reimbursed for any costs associated with the preparation and submission of their proposals. DAI PREIA reserve the right to accept or reject any or all proposals without assigning any reason thereof.

**Table of Contents**

- 1. Synopsis of the RFP .....3**
- 2. Procurement Ethics.....4**
- 3. Anti-Corruption and Anti-Bribery Policy and Reporting Responsibilities .....4**
- 4. Purpose .....5**
- 5. General Information and Instructions to Offerors.....5**
  - 5.1 Issuing Office..... 5
  - 5.2 Type of Award Anticipated ..... 5
  - 5.3 Instructions ..... 5
- 6. Questions regarding the RFP.....6**
- 7. Instructions for the Preparation of Technical Proposals .....6**
  - 7.1 Evaluation Criteria ..... 7
- 8. Instructions for the Preparation of Cost/Price Proposals .....7**
- 9. Basis of Award and Selection Process.....8**
  - 9.1 Best Value Determination ..... 8
  - 9.2 Responsibility Determination ..... 8
- 10. Compliance with Terms and Conditions .....8**
  - 10.1 General Terms and Conditions ..... 8
  - 10.2 Prohibited Technology ..... 8
  - 10.3 Source and Nationality ..... 9
  - 10.4 Unique Entity Identification (UEI) number (if applicable) ..... 10
  - 10.5 Vetting Requirements (if applicable) ..... 10
- 11. Attachments..... 11**
  - 11.1 Attachment A: Scope of Work (SOW) ..... 11
    - 11.1.1 Objectives and Scope ..... 12
    - 11.1.2 Tasks (Performance Requirements) ..... 12
    - 11.1.3 Required Deliverables and Payment Schedule..... 13
    - 11.1.4 Qualification and Experience ..... 14
    - 11.1.5 Base of Operations:..... 14
    - 11.1.6 Reporting: ..... 15
    - 11.1.7 Payment Schedule ..... 15
    - 11.1.8 Estimated Completion Time ..... 15
  - 11.2 Attachment C: Price Schedule ..... 17
  - 11.3 Attachment D: Instructions for Obtaining a UEI Number..... 18
  - 11.4 Attachment E: Self Certification for Exemption from UEI Requirement ..... 18
  - 11.5 Attachment F: Past Performance Form ..... 20
  - 11.6 Attachment G: Representations and Certifications of Compliance ..... 21
  - 11.7 Attachment J: Proposal Checklist ..... 22

## 1. Synopsis of the RFP

RFP No.	<b>REQ-PRE-24-0012</b>
Issue Date	March 26, 2024
Title	Technical Assistance for the Development of Green Customs Strategy for Pakistan Customs and Related Training
Issuing Office & Point of Contact	<b>Procurement Department, Assistant Manager Procurement</b>
Deadline for Receipt of Questions	<b>Questions (regarding SOW or RFP) due by (01:00 PM Pakistan Standard Time) April 02, 2024, (if any)</b>  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 no later than the date specified. All questions received will be compiled and answered in writing and distributed to all interested Offerors.
<b>Email Address for Submission of Questions</b>	<a href="mailto:PREIAProcurement@dai.com">PREIAProcurement@dai.com</a>
Deadline for Receipt of Proposals	Separately files of Technical and Financial Proposals are due by or before close of business (5:00 PM Pakistan Standard Time) on <b>April 16, 2024</b>
<b>Email Address for Submission of Proposals</b>	<a href="mailto:PREIAProcurementINBOX@dai.com">PREIAProcurementINBOX@dai.com</a>
Anticipated Award Type	DAI anticipates issuing a <b>Firm Fixed Price Sub-Contract</b> . This is only the anticipated type of award and may be changed as a result of negotiations.
Basis for Award	An award will be made based on the Trade Off Method. The award will be issued to the responsible and reasonable offeror who provides the best value to DAI and its client using the criteria listed below

## 2. Procurement Ethics

- Neither payment nor preference shall be made by either the Offeror, or by any DAI staff, in an attempt to affect the results of the award. DAI treats all reports of possible fraud/abuse very seriously. Acts of fraud or corruption will not be tolerated, and DAI employees and/or subcontractors/grantees/vendors who engage in such activities will face serious consequences. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Offeror or the DAI staff may report violations to the Toll-Free Ethics and Compliance Anonymous Hotline at +1 855-603-6987, via the DAI website, or via email to [FPI\\_hotline@dai.com](mailto:FPI_hotline@dai.com). "USAID/Pakistan has, in cooperation with the USAID Office of Inspector General, established the Anti-Fraud Hotline to provide an avenue for the reporting of fraud, waste, and abuse which may be associated with USAID funded projects in Pakistan. Complaints are handled with complete confidentiality and individuals are encouraged to report when corruption, fraud, waste or abuse may exist in the USAID/Pakistan projects. Reports can be filed anonymously via

**OIG Hotline Portal:** Complaints are now received through a new OIG Hotline portal. The website for the portal is: <https://oigportals.ains.com/eCasePortal/>

**Mailing Address:** The new mailing address for the OIG Hotline is as follows: P.O Box 657, Washington. DC 20044-0657.

DAI ensures anonymity and an unbiased, serious review and treatment of the information provided. Such practice may result in the cancellation of the procurement and disqualification of the Offeror's participation in this, and future, procurements. Violators will be reported to USAID, and as a result, may be reported to the U.S. Department of Justice to be included in a Restricted Parties list, preventing them from participating in future U.S. Government business.

Offerors must provide full, accurate and complete information in response to this solicitation. The penalty for materially false responses is prescribed in Section 1001 of Title 18 of the United States Code. In addition, DAI takes the payment of USAID funds to pay Terrorists, or groups supporting Terrorists, or other parties in exchange for protection very seriously. Should the Terrorist, groups or other parties attempt to extort/demand payment from your organization you are asked to immediately report the incident to DAI's Ethics and Compliance Anonymous Hotline at the contacts described in this clause.

By submitting an offeror, offerors certify that they have not/will not attempt to bribe or make any payments to DAI employees in return for preference, nor have any payments with Terrorists, or groups supporting Terrorists, been attempted.

## 3. Anti-Corruption and Anti-Bribery Policy and Reporting Responsibilities

DAI conducts business under the strictest ethical standards to assure fairness in competition, reasonable prices and successful performance or delivery of quality goods and equipment. **DAI does not tolerate the following acts of corruption:**

- Any requests for a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by a DAI employee, Government official, or their representatives, to influence an award or approval decision.
- Any offer of a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by an offeror or subcontractor to influence an award or approval decision.
- Any fraud, such as mis-stating or withholding information to benefit the offeror or subcontractor.
- Any collusion or conflicts of interest in which a DAI employee, consultant, or representative has a business or personal relationship with a principal or owner of the offeror or subcontractor that may appear to unfairly favor the offeror or subcontractor. 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.

#### 4. Purpose

DAI, the implementer of the USAID’s Pakistan Regional Economic Integration Activity (PREIA), invites qualified offerors to submit proposals for Technical Assistance for the Development of Green Customs Strategy for Pakistan Customs and Related Training.

### 5. General Information and Instructions to Offerors

#### 5.1 Issuing Office

The Issuing Office and Contact Person noted in the above synopsis is the sole point of contact at DAI for purposes of this RFP. Any prospective offeror who fails to register their interest with this office assumes complete responsibility in the event that they do not receive direct communications (amendments, answers to questions, etc.) prior to the closing date.

#### 5.2 Type of Award Anticipated

DAI anticipates awarding a **Firm Fixed Price Sub-Contract**. This subcontract type is subject to change during the course of negotiations.

#### 5.3 Instructions

- “Offeror”, “Subcontractor”, and/or “Bidder” means a firm proposing the work under this RFP. “Offer” and/or “Proposal” means the package of documents the firm submits to propose the work.
- Offerors wishing to respond to this RFP must submit proposals, in English, in accordance with the following instructions. Offerors are required to review all instructions and specifications contained in this RFP. Failure to do so will be at the Offeror’s risk. If the solicitation is amended, then all terms and conditions not modified in the amendment shall remain unchanged.
- Proposals are due no later than **April 16, 2024** (5:00 PM Pakistan Standard Time) to be submitted on [PREIAProcurementINBOX@dai.com](mailto:PREIAProcurementINBOX@dai.com). Late offers may only be accepted under extraordinary circumstances at PREIA’s discretion.
- The submission to DAI of a proposal in response to this RFP will constitute an offer and indicates the Offeror’s agreement to the terms and conditions in this RFP and any attachments hereto. DAI reserves the right not to evaluate a non-responsive or incomplete proposal.

- Offers must show unit prices, extensions, and total price. Proposal must be a fixed price, expressed in US Dollars or Pak Rupee.
- Offerors are asked to specify the available resources and the total number of calendar days it will take to complete the assignment.
- Bidders must provide fixed prices, inclusive of all applicable tax. Tax at source will be deducted from all payments as per government rules, unless a valid exemption certificate is provided by the supplier.
- Small/ medium size business, minorities owned firms, women led business and those owned by other disadvantaged groups will be given preference, in any such case additional documentation must be provided along with Proposal.
- Only those bids will be considered which are prepared in legible writing and are absolutely clear and unambiguous. Any unavoidable cutting/over-writing must be signed and stamped by authorized signatory of the bidders
- Submission of Proposal against this RFP would automatically mean that supplier agrees to all the terms and conditions mentioned in this RFP.
- Arithmetical errors will be rectified on the following basis:
  - If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected.
  - If there is a discrepancy between words and figures the amount in words shall prevail.
  - If the Offeror does not accept the correction of errors, its Proposal will be rejected.
  - A cover letter shall be included with the proposal on the Offeror's company letterhead with a duly authorized signature and company stamp/seal using Attachment B as a template for the format. The cover letter shall include the following items:
- The Offeror will certify a minimum validity period of 90 days for the prices provided.
- Acknowledge the solicitation amendments received.

## 6. Questions regarding the RFP

Each Offeror is responsible for reading and complying with the terms and conditions of this RFP. Requests for clarification or additional information must be submitted in writing via email or in writing to the Issuing Office as specified in the Synopsis above. No questions will be answered by phone. Any verbal information received from a DAI or PREIA employee or other entity shall not be considered as an official response to any question regarding this RFP.

Copies of questions and responses will be distributed in writing to all prospective bidders who are on record as having received this RFP after the submission date specified in the Synopsis above.

## 7. Instructions for the Preparation of Technical Proposals

Technical proposals shall be submitted as a separate file from cost/price proposals and shall be clearly labeled as "VOLUME I: TECHNICAL PROPOSAL".

Technical proposals shall include the following contents

1. Technical Approach — Description of the proposed services which meets or exceeds the stated technical specifications or scope of work in Attachment A. The proposal must show how the Offeror plans to complete the work and describe an approach that demonstrates the achievement of timely and acceptable performance of the work.
2. Management approach – Description of the Offeror's staff assigned to the project. The proposal should describe how the proposed team members have the necessary experience and capabilities to carry out the Technical Approach

3. Past Performance –Provide a list of at least three (3) recent awards of similar scope and duration. The information shall be supplied as a table, and shall include the legal name and address of the organization for which services were performed, a description of work performed, the duration of the work and the value of the contract, description of any problems encountered and how it was resolved, and a current contact phone number of a responsible and knowledgeable representative of the organization. See Attachment F.

**7.1 Evaluation Criteria**

**Technical Proposal shall have 80% of overall weightage.** Each Technical proposal will be evaluated and scored against the evaluation criteria stated in the following table. The Technical Proposal should consist of Technical Expertise & Understanding, Past Experience and Risk Management subcomponents respectively. To proceed to the next stage of evaluation, a proposal must attain a minimum score of 70% in the technical assessment.

<p><b><u>Technical Expertise and Understanding</u></b>          Does the proposal demonstrate proficient understanding regarding all the essential tasks and deliverables listed in the Scope of Work?          Does the proposal demonstrate the bidder’s technical knowledge related to Green Customs, International Trade, Climate Change Mitigation and Public Sector Regulations?          Does the bidder have network of experts and staff who are qualified, experienced and available to complete the proposed scope of work?          Does the proposal include description of proposed approach and development tools?          Did the bidder provide a clear and comprehensive methodology for conducting research, including data collection, analysis, and interpretation?          Were different phases of the project clearly defined alongside identified checkpoints?          Did the bidder outline key timelines and milestones for completion of the project as part of the workplan?</p>	50
<p><b><u>Past Experience</u></b>          Does the bidder have the profile, experience, human resources, financial capacity, and track record (testimonial from clients) of conducting projects similar to Green Customs Strategy formulation and associated training?</p>	20
<p><b><u>Risk Management</u></b>          Does the bidder have an established procedure/mechanism of Monitoring, Evaluation &amp; Risk management (human resources, data analysis etc) to meet the requirements of SoW?</p>	10
<p><b><u>Financial Proposal</u></b></p>	20
<p>Total</p>	100

**8. Instructions for the Preparation of Cost/Price Proposals**

**Cost/Price Proposal shall have 20% of overall weightage.** Cost/Price proposals shall be submitted as a separate file from technical proposals and shall be clearly labeled as “VOLUME II: COST/PRICE PROPOSAL” provided in Attachment C is a template for the Price Schedule, for firm-fixed price awards. Offerors shall complete the template including as much detailed information as possible.

Where applicable, offerors should include Sales Tax (G/S ST) as separate lines on the invoice (if applicable). PREIA will provide GST and customs exemption slip instead of money for GST and customs amount to the supplier as based on the Strategic Objective Grant Agreement (SOGA) between

Islamic Republic of Pakistan and United States of America USAID is exempted of paying GST and customs on all purchases. Basis of Award

## 9. Basis of Award and Selection Process

### 9.1 Best Value Determination

DAI will review all proposals, and make an award based on the technical and cost evaluation criteria stated above and select the offeror whose proposal provides the best value to DAI. DAI may also exclude an offer from consideration if it determines that an Offeror is "not responsible", i.e., that it does not have the management and financial capabilities required to perform the work required.

DAI may award to a higher priced offeror if a determination is made that the higher technical evaluation of that offeror merits the additional cost/price.

DAI may award to an Offeror without discussions. Therefore, the initial offer **must contain the Offeror's best terms (price and technical)**.

### 9.2 Responsibility Determination

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:

- I. Provide evidence of the required business licenses to operate in the host country.
- II. Evidence of a UEI (Unique Entity Identification) (explained below and instructions contained in Attachment D).
- III. The source, origin and nationality of the products or services are not from a Prohibited Country (explained below).
- IV. Having adequate financial resources to finance and perform the work or deliver goods or the ability to obtain financial resources without receiving advance funds from DAI.
- V. Ability to comply with required or proposed delivery or performance schedules.
- VI. Have a satisfactory past performance record.
- VII. Have a satisfactory record of integrity and business ethics.
- VIII. Have the necessary organization, experience, accounting and operational controls and technical skills.
- IX. Have the necessary production, construction and technical equipment and facilities if applicable.
- X. Be qualified and eligible to perform work under applicable laws and regulations.

## 10. Compliance with Terms and Conditions

### 10.1 General Terms and Conditions

Offerors agree to comply with 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 G.

### 10.2 Prohibited Technology

Bidders MUST NOT provide any goods and/or services that utilize telecommunications and video surveillance products from the following companies: Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company, or any subsidiary or affiliate thereof, in compliance with FAR 52.204-25.

To comply with the USAID (US Government) interim rule effective immediately on June 2, 2023 regarding the prohibition on the use of covered applications, such as TikTok, in the performance of contracts. The use of TikTok is prohibited on USG-funded devices used by contractors and in educational campaigns, public outreach, advertising or promotional communications on social media.

52.204-27 PROHIBITION ON A BYTEDANCE COVERED APPLICATION.

(a) Definitions. As used in this clause—



Covered application means the social networking service TikTok or any successor application or service developed or provided by ByteDance Limited or an entity owned by ByteDance Limited.

Information technology, as defined in 40 U.S.C. 11101(6)—

(1) Means any equipment or interconnected system or subsystem of equipment, used in the automatic acquisition, storage, analysis, evaluation, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information by the executive agency, if the equipment is used by the executive agency directly or is used by a contractor under a contract with the executive agency that requires the use—

(i) Of that equipment; or

(ii) Of that equipment to a significant extent in the performance of a service or the furnishing of a product;

(2) Includes computers, ancillary equipment (including imaging peripherals, input, output, and storage devices necessary for security and surveillance), peripheral equipment designed to be controlled by the central processing unit of a computer, software, firmware and similar procedures, services (including support services), and related resources; but

(3) Does not include any equipment acquired by a Federal contractor incidental to a Federal contract.

(b) Prohibition. Section 102 of Division R of the Consolidated Appropriations Act, 2023 (Pub. L. 117-328), the No TikTok on Government Devices Act, and its implementing guidance under Office of Management and Budget (OMB) Memorandum M-23-13, dated February 27, 2023, “No TikTok on Government Devices” Implementation Guidance, collectively prohibit the presence or use of a covered application on executive agency information technology, including certain equipment used by Federal contractors. The Contractor is prohibited from having or using a covered application on any information technology owned or managed by the Government, or on any information technology used or provided by the Contractor under this contract, including equipment provided by the Contractor’s employees; however, this prohibition does not apply if the Contracting Officer provides written notification to the Contractor that an exception has been granted in accordance with OMB Memorandum M-23-13.

(c) Subcontracts. The Contractor shall insert the substance of this clause, including this paragraph (c), in all subcontracts, including subcontracts for the acquisition of commercial products or commercial services.

(End of clause)

### 10.3 Source and Nationality

Under the authorized geographic code for its contract DAI may only procure goods and services from the following countries.

**Geographic Code 937:** Goods and services from the United States, the cooperating country, and "Developing Countries" other than "Advanced Developing Countries: excluding prohibited countries. A list of the "Developing Countries" as well as "Advanced Developing Countries" can be found at: <https://www.usaid.gov/ads/policy/300/310maa> and <https://2012-2017.usaid.gov/ads/policy/300/310mab> respectively.

DAI must verify the source and nationality of goods and services and ensure (to the fullest extent possible) that DAI does not procure any goods or services from prohibited countries listed by the Office of Foreign Assets Control (OFAC) as sanctioned countries. OFAC sanctioned countries may be searched within the System for Award Management (SAM) at [www.SAM.gov](http://www.SAM.gov). The current list of countries under comprehensive sanctions include: Cuba, Iran, North Korea, Sudan, and Syria. Goods may not transit through or be assembled in comprehensive sanctioned origin or nationality countries nor can the vendor be owned or controlled by a prohibited country. DAI is prohibited from facilitating any transaction by a third party if that transaction would be prohibited if performed by DAI.

By submitting a proposal in response to this RFP, Offerors confirm that they are not violating the Source and Nationality requirements of the goods or services being offered and that the goods and services comply with the Geographic Code and the exclusions for prohibited countries outlined above.

#### **10.4 Unique Entity Identification (UEI) number (if applicable)**

There is a **mandatory** requirement for your organization to provide a UEI number to DAI. The Data Universal Numbering System is a system developed and regulated by Dun & Bradstreet (D&B) that assigns a unique numeric identifier, referred to as a "UEI number" to a single business entity. Without a UEI number, DAI cannot deem an Offeror "responsible" to conduct business with and therefore, DAI will not enter into a subcontract/purchase order or monetary agreement with any organization. The determination of a successful offeror/applicant resulting from this RFP/RFQ/RFA is contingent upon the winner providing a UEI number to DAI. Offerors who fail to provide a UEI number will not receive an award and DAI will select an alternate Offeror.

All U.S. and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$30,000 and above **are required** to obtain a UEI 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.

For those required to obtain a UEI number, see Attachment D - Instructions for Obtaining a UEI Number - DAI'S Vendors, Subcontractors

For those not required to obtain a UEI number, see Attachment E: Self Certification for Exemption from UEI Requirement

#### **10.5 Vetting Requirements (if applicable)**

Pursuant to AIDAR 752.204-71, all recipients of DAI Pakistan awards above \$25,000 must comply with vetting requirements of all key individuals under the given award. No cash or in-kind disbursements will be provided until the recipient organization and all key individual(s) under the organization have passed vetting. The purpose of vetting is to mitigate the risk that USAID funds and other resources do not, even inadvertently provide support or benefit individual or entities that are terrorists, supporters of terrorists or affiliated with terrorists.

## 11. Attachments

### 11.1 Attachment A: Scope of Work (SOW)

#### TECHNICAL ASSISTANCE FOR DEVELOPMENT OF GREEN CUSTOMS STRATEGY FOR PAKISTAN CUSTOMS AND RELATED TRAINING/CAPACITY BUILDING

**INTRODUCTION:** The USAID-funded Pakistan Regional Economic Integration Activity (PREIA) is a nine-year (2015-2024) Project that provides technical, advisory, and capacity building support to the Government of Pakistan (GoP) and private sector stakeholders with an aim to enhance Pakistan's trade competitiveness and increase its trade volumes. In doing so, the Activity primarily focuses on policy development and reform, customs facilitation, regional integration, and trade/investment promotion to strengthen Pakistan's ability to compete in international markets.

USAID | PREIA consists of two key components: Component 1 aims to improve Pakistan's business enabling environment so that policies, laws, and regulations are adaptable and more reflective of on-the-ground needs; and Component 2 is geared towards improving Pakistan's capacity to access regional markets by identifying bottlenecks and practical solutions for increasing export efficiency and lowering trade costs. Component 2 is divided into two sub-components. The first sub-component relates to providing support on enhancing regional trade and transit facilitation, simplifying/harmonizing customs procedures and addressing barriers to trade. In accordance with this mandate, USAID PREIA engages with key Government of Pakistan (GoP) stakeholders, such as Federal Board of Revenue/Pakistan Customs.

PREIA's efforts so far have helped the GoP increase automation within Pakistan Customs and other government agencies (OGAs), to increase efficiency and transparency; and has helped both the GoP and the private sector involved in trade leverage international best practices and technology to increase trade and transit competitiveness.

There is a growing realization that implementation of environmental standards in international trade is now an important matter and organizations are more cognizant of their impact on climate change. Specifically, customs authorities across the globe are moving towards the implementation of stricter and more eco-friendly regulations. Recognizing the growing trend towards environmental sustainability, Pakistan Customs is committed to becoming an environmentally responsible authority.

**BACKGROUND:** The growth of global trade and the increasing integration of global value chains has raised concerns about how trade and the environment interact with one another. Economic growth driven by trade expansion can have detrimental consequences for the environment, such as increased air and water pollution, as well as the depletion of natural resources. According to World Bank estimates, environmental degradation costs between 5 and 10 percent of GDP in India, Bangladesh, Nepal, and Pakistan.<sup>1</sup>

Effective environmental regulations and institutional frameworks are required at all trade levels (local, regional, national, and international) to reduce the adverse environmental effects of trade expansion and liberalization.

In this regard, some of the environment-related efforts undertaken are:

Efforts under the International Forums such as World Trade Organization (WTO) framework, OECD, UNEP and Green Customs Initiative.

Inclusion of environmental provisions in bilateral and regional trade agreements,

Efforts to harmonize environmental regulations between developed and developing countries, and

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<sup>1</sup><https://www.worldbank.org/en/topic/environment/publication/environment-strategy-toward-clean-green-resilient-world>

Provision of resources and institutions for capacity building of less-developed partners to strengthen environmental regulations.

Major economies have also pledged to take aggressive action to combat climate change, including a commitment by the United States to reduce its emissions by 50 percent by 2030 from 2005 levels and the European Union's Green Deal announcement under which it commits to climate neutrality by 2050.<sup>2</sup>

UNEP, at the forefront of global environmental advocacy, emphasizes the need for integrated approaches to sustainable development, urging nations to harmonize their policies with environmental best practices. Pakistan's commitment to developing a green customs framework resonates with the UNEP's call for proactive measures to minimize the ecological footprint of international trade. The Green Customs Initiative, a collaborative effort between UNEP, the World Customs Organization (WCO), and partners, seeks to enhance the capacity of customs and other relevant authorities to address environmental challenges associated with cross-border trade.

Pakistan has been fully cognizant of the global orientation towards sustainable development and climate-friendly practices and has firmly committed itself to international initiatives aimed at fostering environmental resilience. In response to the pressing need for environmentally responsible trade practices, Pakistan Customs/Federal Board of Revenue (FBR) and Pakistan Single Window (PSW) are embarking on a transformative journey towards more eco-friendly customs processes and sustainability in trade. Specifically, Pakistan Customs has initiated a pioneering effort to develop a Green Customs Strategy to synchronize its regulatory and operational framework with international environmental protocols. The initiative to develop a Green Customs Strategy by Pakistan Customs / FBR signifies a crucial alignment with the objectives set forth by the United Nations Environment Program (UNEP) and the broader Green Customs Initiative. The Green Customs strategy shall also evaluate best practices from the Green Customs Initiative and draw inspiration from successful models such as the US CBP's Green Trade Strategy. This initiative reflects a commitment to promote and foster environmental resilience in economic growth prospects, recognizing that the two are inherently interconnected in the global landscape.

This activity also aligns with the USAID Country Development Cooperation Strategy's (CDCS) Development Objective # 3- *Increased Private sector Led Inclusive Economic Growth*. Moreover, USAID PREIA has been prioritizing climate change risk mitigation activities. In this context, PREIA plans to support Pakistan Customs with the development of a Green Customs Strategy, which will be accompanied by a dedicated training program.

### 11.1.1 Objectives and Scope

PREIA is seeking the services of a firm to develop a Green Customs Strategy Document for Pakistan Customs as well as conduct associated training sessions. This activity aims to empower Pakistan Customs officials by raising awareness and strengthening their capacity to adhere to trade rules, environmental agreements, and national laws. This project will take three months in total. During the first two and half months, the firm will be collaborating closely with key stakeholders to develop a roadmap and implementation framework in shape of a Strategy document, and further 2 weeks to impart training to Pakistan Customs and other stakeholders in this area.

### 11.1.2 Tasks (Performance Requirements)

The company/firm is expected to perform the following tasks:

#### **Inception Report:**

Submit Inception Report that will serve to provide the methodology, approach, and project plan for the entire activity. The report is expected to include background, implementation methodology, work schedule, and risk mitigation measures.

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<sup>2</sup> <https://blogs.worldbank.org/psd/global-investors-shift-focus-sustainability-amid-push-green-recovery>

**Gap Analysis:**

Review existing policies, legislation and operational framework of Customs and other relevant Ministries/Departments to identify areas of improvement from a green customs/environmental lens. Study and integrate international best practices in Policy, Strategy and Practices with reference to Green Trade Practices and Green Customs, adapting them to the Pakistani context. Document findings and recommendations, considering the harmonization of practices globally.

**Stakeholder Consultations:**

In collaboration with Pakistan Customs as the lead department, engage key stakeholders such as Ministry of Climate Change, Ministry of National Food Security & Research, Ministry of Energy, Ministry of Industries and Production, Ministry of Foreign Affairs and Ministry of Commerce alongside environmental organizations, industry experts, and academia to design, validate, and refine proposed policies. Organize stakeholder consultations with a focus on incorporating insights from global environmental organizations.

**Implementation Framework:**

Develop a robust implementation framework and action plan aimed at adoption of green policies, alignment with international benchmarks, and recommend changes to the regulatory framework.

**Strategy Document Development:**

Based on the preceding tasks, develop a **Green Customs Strategy** document that establishes a strategic framework that outlines environmentally conscious trade practices specific to Pakistan, including implementation framework and roadmap for changes in regulations, incentives, and guidelines

**Training, Capacity Building and Awareness:**

Conduct training sessions and capacity building workshops based on international best practices/success stories related to green customs. Submit a report with complete training module/material including lessons learnt and suggestions for next steps.

**11.1.3 Required Deliverables and Payment Schedule**

The company/firm will be responsible for delivering the following:

- Completed Inception Report that includes project scope, team structure, roles and responsibilities, work plan, project execution/ implementation methodology, and risk mitigations actions.
- Completed Gap analysis of existing customs and trade-related policies as per scope of the activity.
- Completed stakeholder engagement for consultations to design, validate, and refine proposed policies in accordance with the scope of the activity.
- Completed Implementation Framework and Action Plan as per scope of the activity.
- Completed Green Customs Strategy Document that covers the areas as defined in the objective and scope of the activity.
- Completed training sessions conducted through an International Expert for institutional capacity building and increased awareness.

Item Number- (Activity wise)	Deliverable Title	Deliverable Description	Submission/Delivery Format	Payment Schedule	Deliverable Submission Timelines
1.a.	D1	Completed Inception Report and Gap Analysis	MS Word document	30% of total Budget	Week 4

1.b.	D2	Implementation Framework and Action Plan including findings of Stakeholder Consultations	MS Word document	20% of total budget	Week 7
1.c.	D3	Completed Green Customs Strategy Document	MS Word document + MS PowerPoint Presentation	30% of total budget	Week 10
2	D4	Training Sessions	MS PowerPoint presentations, Excel Workbooks and MS Word Documents- (training related material) used in training sessions, workshops and round table conferences.	20% of total budget	2-week period before Period of Performance (POP) lapses

#### 11.1.4 Qualification and Experience

Only firms (not individual consultants) are eligible for this consultancy. This includes both domestic and international firms, as specified in Chapter/Section 10.3. The ideal candidate for the Consultancy Services (Firm) role should possess the following qualifications:

- a) The firm should have prior national/international experience and capacity of working in context of **Green Trade Practices and Climate Change Mitigation** in trade. Experience of working with **Single Window environment, Customs Operations, and other cross border trade** related solutions either directly or in partnership with other firms will be an added advantage. Specific experience with the implementation of the **IPCC and UNFCCC guidelines is considered an asset.**
- b) The firm should have demonstrable track record of successfully managing and delivering complex projects on time;
- c) Team Leaders proposed by the firm must have a **minimum of 15 years' relevant prior experience and should possess knowledge of trade, customs, environment, climate change, project management, and relevant best practices.** Specifically, individuals of the firm should have a minimum of **5 years' experience related to delivering technical assistance to public or private sector in Climate change risk management. Previous participation in the Consultative Group of Experts (CGE) is considered an asset.**
- d) The team must possess knowledge regarding **international green customs regimes** and relevant best practices.
- e) Knowledge of **illegal international trade in environmentally sensitive commodities** including relevant policies, regulations and laws is essential.
- f) The team members should possess Masters or higher degree in relevant fields such as economics, international trade, finance, environmental science, sustainability, energy economics, climate change, or a related field.
- g) The team members should have experience in climate change mitigation tools and strategies, customs procedures, trade practices and public sector rules and regulations.
- h) Solid experience in delivering technical assistance to public or private sector in the area of Climate change risk management/ environmental sustainability and global trade.

#### 11.1.5 Base of Operations:

**Flexible** with occasional visits to Islamabad, Lahore and Karachi. Travelling to the locations and accommodation will be the responsibility of the selected firm.

**11.1.6 Reporting:**

The company/firm will report to the Customs and Trade Facilitation Advisor (Component 2a Lead) of USAID PREIA.

**11.1.7 Payment Schedule**

Please refer 11.1.3 above for details.

(Please use attachment 11.2 template)

**11.1.8 Estimated Completion Time**

The assignment needs to be completed within (03) months. (2.5 months for Green Customs Strategy Development and 2 weeks for Training)

Attachment B: Proposal Cover Letter

[On Firm's Letterhead]

<Insert date>

TO: Click here to enter text.  
Development Alternatives, Inc.

We, the undersigned, provide the attached proposal in accordance with **RFP**-Click here to enter text.-Click here to enter text. issued on Click here to enter text.. Our attached proposal is for the total price of <Sum in Words (\$0.00 Sum in Figures) >.

I certify a validity period of Click here to enter text. 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.

*Offeror shall verify here the items specified in this RFP document.*

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

Yours sincerely,

Authorized Signature:

Name and Title of Signatory: Click here to enter text.

Name of Firm: Click here to enter text.

Address: Click here to enter text.

Telephone: Click here to enter text.

Email: Click here to enter text.

Company Seal/Stamp:



**11.2 Attachment C: Price Schedule**

Item Number	Deliverable Title	Description/Specifications	Quantity	Unit Price	Total Price
1a					
1b					
1c					
2	Click here to enter text.				
3	GST (if applicable)				
<b>GRAND TOTAL IN</b> Click here to enter text.					
<b>GRAND TOTAL IN US DOLLARS (USD)</b>					

**Delivery Period:** Click here to enter text.

### 11.3 Attachment D: Instructions for Obtaining a UEI Number

#### For DAI'S Vendors, Subcontractors

**Note: There is a Mandatory Requirement for your Organization to Provide a UEI number to DAI**

**I. SUBCONTRACTS/PURCHASE ORDERS:** All domestic and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$30,000 and above are required to obtain a UEI number prior to signing of the agreement. *Your organization is exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. Please see the self-certification form attached.*

**II. MONETARY GRANTS:** All foreign entities receiving first-tier monetary grants (standard, simplified and FOGs) with a value equal to or over \$25,000 and performing work outside the U.S. must obtain a UEI 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 UEI number; the exemption for under \$25,000 applies to foreign organizations only.

**NO SUBCONTRACTS/POs (\$30,000 + above) or MONETARY GRANTS WILL BE SIGNED BY DAI WITHOUT PRIOR RECEIPT OF A UEI NUMBER.**

*Note: The determination of a successful offeror/applicant resulting from this RFP/RFQ/RFA is contingent upon the winner providing a UEI number to DAI. Organizations who fail to provide a UEI 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- UEI**

On April 4, 2022, the US Government has transitioned away from using the DUNS number as a unique identifier for organizations and will instead begin using a Unique Entity ID (SAM) generated in SAM.gov. This transition does not change the thresholds/requirements for when to obtain a unique identifier, rather the source for obtaining one.

This transition means that DAI will need to begin collecting UEI (SAM) from grantees and subcontractors that meet the specified thresholds and update our records with these new UEI (SAM). This is a mandatory requirement for any future payments or awards.

Getting a UEI (SAM) is easy and FREE to all organizations. Follow the steps in the attached documents and review [this video](https://www.youtube.com/watch?v=4Hqs_L0B5kI) ([https://www.youtube.com/watch?v=4Hqs\\_L0B5kI](https://www.youtube.com/watch?v=4Hqs_L0B5kI)) from the US Government for more information about how to get a UEI (SAM). Any future US Government procurements or grants that exceed the thresholds will require organizations to have a UEI (SAM). By getting a UEI (SAM) now, you will also save your organization time in the future.

### 11.4 Attachment E: Self Certification for Exemption from UEI Requirement

**Self-Certification for Exemption from UEI Requirement  
For Subcontractors and Vendors**

Legal Business Name:

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Physical Address:

---

Physical City:

---

Physical Foreign Province (if applicable):

---

Physical Country:

---

Signature of Certifier

---

Full Name of Certifier

---

Title of Certifier:

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Date of Certification (mm/dd/yyyy):

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The sub-contractor/vendor whose legal business name is provided herein, certifies that we are an organization exempt from obtaining a UEI 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.

**11.5 Attachment F: Past Performance Form**

Include projects that best illustrate your work experience relevant to this RFP, sorted by decreasing order of completion date.

Projects should have been undertaken in the past three years. Projects undertaken in the past six years may be taken into consideration at the discretion of the evaluation committee.

#	Project Title	Description of Activities	Location Province/District	Client Name/Tel No	Cost in US\$	Start-End Dates	Completed on schedule (Yes/No)	Completion Letter Received? (Yes/No)	Type of Agreement, Subcontract, Grant, PO (fixed price, cost reimbursable)
1									
2									
3									
4									
5									

## 11.6 Attachment G: 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 DAI with a disclosure statement describing this information.
7. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
8. Equal Opportunity – The Bidder certifies that it does not discriminate against any employee or applicant for employment because of age, sex, religion, handicap, race, creed, color or national origin.
9. Labor Laws – The Bidder certifies that it is in compliance with all labor laws.
10. Federal Acquisition Regulation (FAR) – The Bidder certifies that it is familiar with the Federal Acquisition Regulation (FAR) and is in not in violation of any certifications required in the applicable clauses of the FAR, including but not limited to certifications regarding lobbying, kickbacks, equal employment opportunity, affirmation action, and payments to influence Federal transactions.
11. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of 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.

## 11.7 Attachment J: Proposal Checklist

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

Have you?

Submitted your proposal to DAI in a sealed envelope to the address (electronic or mailing) as specified in General Instructions above?

Does your proposal include the following?

- Signed Cover Letter (*use template in Attachment B*)
- Separate Technical and Cost proposals individually labeled as Volume I and Volume II respectfully.
- CVs of proposed key staff who would be assigned to the project
- Proposal of the Product or Service that meets the technical requirements as per Attachment A
- Response to each of the evaluation criteria
- Documents use to determine Responsibility
- Evidence of a UEI Number OR Self Certification for Exemption from UEI Requirement
- Past Performance (*use template in Attachment F*)