

**Request for Quotations**

**Education Development Center, Inc.  
(Hereafter referred to as "EDC")  
Request for Quotations for Procurement of  
Technology kits for reading**

Date of Issuance:  
April 18, 2017

EDC is an international non-profit organization that develops, delivers, and evaluates innovative programs to address some of the world's most urgent challenges. Our work includes research, training, educational materials and strategy, with activities ranging from seed projects to large-scale initiatives. EDC enjoys a worldwide reputation for its excellence in program and fiscal management and for the impact of its work.

EDC is the implementing contractor for the USAID Selected Integrated Reading Activity (USAID/SIRA), a five (5) year activity to improve reading outcomes for Malian students in grades one and two in the regions of Koulikoro, Ségou, Sikasso and the District of Bamako. This Activity will also reinforce and strengthen the Government of Mali/Ministry of Education capacity to establish delivery systems in a manner that fosters sustainability. In contrast to prior programming financed by USAID/Mali, this Activity will support the use of Bamanankan (local language) in all intervention school types. Organizations submitting quotations in response to this Request for Quotations (RFQ) have no relationship with USAID under the terms of this RFQ or any resultant contract. All communications regarding this RFQ must be directed to EDC.

## ***1. Purpose and Eligibility***

### **1.1 Purpose**

The purpose of the RFQ is to invite prospective Offerors to submit quotations for supplying reading kit materials and equipment (collectively the "Technology kits for reading"): Technology kits for reading will accompany the core package of pedagogical reading materials that the USAID/MALI SIRA project will use to improve the teaching-learning of reading in grade 2. All materials for the Technology kits for reading must be delivered by the Selected Offeror(s) to:

56 District Education Offices (Centre d'Animation Pédagogique – CAPs) in the Koulikoro, Ségou and Sikasso regions of Mali, the District of Bamako and the EDC SIRA office in Bamako. Please refer to Annex D for a complete list of the 56 locations and an estimate of the number of items to be delivered at each location.

### **1.2 Eligibility**

This procurement is open to offers from organizations, which are incorporated or legally organized under the laws of any country, which is not sanctioned by the US Government. Offers from organizations which are incorporated or legally organized under the laws of any country, which is sanctioned by the US Government shall not be considered.

## ***2. General Information***

### **2.1 Original RFQ Document**

EDC shall retain the RFQ, and all related terms and conditions, exhibits and other attachments, in original form in an archival copy. Any modification of these, in the offeror's submission or subsequent contract, is grounds for immediate disqualification.

### **2.2 RFQ Provisions**

1. All information provided by EDC in this RFQ is offered in good faith. EDC makes no certification that any item is without error. EDC is not responsible or liable for any use of the information or for any claims asserted there from.

2. This RFQ does not under any circumstances commit EDC to pay any costs incurred by the Offeror in the submission of a quotation. This is the Offeror's responsibility.
3. All materials submitted in response to this RFQ shall become the property of EDC upon delivery to EDC.
4. Additional documentation may be required prior to selection.
5. All quoted prices must be tax and customs free. In accordance with USAID's agreement with the Government of Mali, EDC, as the implementing contractor for SIRA is exempt from taxes.
6. In the event of a difference between the English and French versions of this RFQ, the English version shall have precedence.

### 2.3 Schedule of Events

The following schedule applies to this RFQ but may change in accordance with EDC's needs or unforeseen circumstances. Changes in this timeline will be announced as formal modifications to the RFQ.

LINE	TIME	DATE	Time Table
<b>A</b>	12:00 PM Mali Time (8 AM EST, USA)	April 24th, 2016	Deadline for submission of questions to EDC
<b>B</b>	12:00 PM Mali Time (8 am EST, USA)	April 26th, 2017	Date for issuance of responses by EDC
<b>C</b>	2:00 PM Mali Time (2 PM EST, USA)	May 3rd, 2017	Deadline for submission of quotations
<b>D</b>	2:30 PM Mali time (2:30 PM EST USA)	May 3rd, 2017	Public opening of quotations

### 2.4 Inspection and Acceptance

Under any contract awarded in response to this RFQ, EDC may inspect and test the Technology kits for reading to determine whether such Technology kits for reading conform to the terms of the contract and its attachments. Unless otherwise agreed to in writing by EDC, EDC shall have a right to inspect Technology kits for reading for conformity before payment or acceptance of such Technology kits for reading, in accordance with Section 2-513(1) of the UCC. Payment for Technology kits for reading made before inspection for conformity shall not constitute an acceptance of such Technology kits for reading or impair EDC's right to inspect such Technology kits for reading or any of EDC's remedies, in accordance with Section 2-512(2) of the UCC. Technology kits for reading rejected or Technology kits for reading in excess of the quantities ordered may be returned to the selected Offeror at the selected Offeror's expense.

### 3. Quotation Submission and Selection

#### 3.1 Offeror's Understanding of the RFQ

By responding to this RFQ, the Offeror certifies that they fully understand the RFQ in its entirety and in details, including making any inquiries to EDC as necessary to gain such understanding. Clarification

questions must be submitted by potential Offerors—in writing—by the date and time designated in **Line A** of the Chart in Section 2.3. Responses will be published in writing. EDC reserves the right to disqualify at its sole discretion any Offeror who submits a quotation that is not responsive or that demonstrates less than such understanding. That right extends to cancellation of the contract if a contract has been made. Such disqualification and/or cancellation shall be at no fault, cost, or liability whatsoever to EDC.

### **3.2 Communication**

Verbal communication shall not be legally binding unless formally confirmed in writing by the EDC Contact Person in charge of managing this RFQ process. In no case shall verbal communication govern over written communications.

Offeror's inquiries, questions, and requests for clarification related to this RFQ are to be directed in writing in English or French before the date and time designated in **Line A** of the Chart in Section 2.3 to:

Education Development Center, Inc.  
Attention: USAID/SIRA Team  
E-mail: Technology\_SIRA@edc.org

Offerors must indicate the following as the subject of the email: *"Questions on USAID/SIRA Technology kits for reading procurement."*

### **3.3 Quotation Submission**

All quotations must include a cover letter provided on the Offeror's letterhead or stationery and be signed in writing by the Authorized Officer of the Offeror. It is not acceptable to only provide the typed name of the Offeror's representative. Quotations submitted without a written signature will not be considered. The Authorized Officer of the Offeror who signs the cover letter must also sign all other components of the quotation, which require a signature.

Quotation must be delivered via email to:

Education Development Center, Inc.  
Attention: USAID/SIRA Team  
E-mail: Technology\_SIRA@edc.org

OR hand delivered to:

Education Development Center, Inc.  
Attention: USAID/SIRA Team  
Hand delivery address: Rue 209, Porte 45, Hamdallaye ACI 2000, Bamako, Mali

Quotations which are hand delivered must be in a closed and sealed envelope with the Offeror's name clearly written or typed on the outside of the envelope.

It is the responsibility of the Offeror to ensure that the quotation is delivered to EDC by the deadline date listed in this RFQ.

All quotations must be received by EDC, before the date and time designated in **Line C** of the Chart in Section 2.3.

### **Opening of Quotations**

On the date and time designated in **Line D** of the Chart in Section 2.3, EDC will publically open the quotations at its USAID/SIRA's office located at Rue 209, Porte 45, Hamdallaye ACI 2000, Bamako, Mali. Up to two representatives of the Offeror may attend the opening.

### **3.4 Eligibility of Quotations**

#### **3.4.1 Complete Quotations**

Offerors must submit **ALL** components required by this RFQ, including annexes, and a sample of each item/items proposed, in order for their quotation to be complete; please refer to Annex C for a list of required components. Samples will be returned to Offerors after the EDC bid evaluation process is completed.

EDC will determine which quotations include the components required by the RFQ and are to be considered a complete quotation; only complete quotations will be evaluated and considered for award. Please note that although EDC will determine certain quotations to be complete, this determination does not signify that an award will be made to one or any of the Offerors with complete quotations.

#### **3.4.2 Compliance with Technical Specifications & Requirements**

Offerors may be disqualified if the quotation does not demonstrate compliance with Section 4, *Technical Specifications & Requirements*.

#### **3.4.3 Past Performance**

Offerors may be disqualified if a check of past performance demonstrates that the Offeror has not been able to deliver similar commodities on time and in a satisfactory manner.

### **3.5 Evaluation Criteria**

EDC shall evaluate all eligible quotations based on price.

### **3.6 Selection**

EDC may award one or more contracts resulting from this RFQ to the Offeror(s) whose quotation(s) conforming to this RFQ offer(s) the greatest value. EDC may also (a) reject any or all quotations, (b) accept other than the lowest quotation, or (c) accept more than one quotation. Contracts may be issued for some or all of the Lots. Preference will be given to Offerors that offer an eligible quotation for both lots. Preference may be given to Offerors that provide a delivery schedule which exceeds the minimum requirements stated in Section 4.1.3. EDC, at its sole discretion, may waive informalities and minor irregularities in quotations received.

EDC may award a contract without discussions with Offerors. As such, Offerors are strongly encouraged to submit their best quotations with their original submissions. EDC reserves the right to conduct site visits and/or to conduct discussions, which may result in revisions to quotations, with one or more than one or all Offeror(s) if EDC determines, at its sole discretion, discussions to be necessary. Discussions may include oral presentations provided by the Offeror.

## **4. Technical Specifications & Requirements**

### **4.1 Specifications for Technology kits for reading**

All of the specifications listed in Section 4.1 must be met. Offerors may provide quotations for one lot, or two lots.

#### 4.1.1 Technology kits for reading

Quotations are requested for the following Technology kits for reading:

##### LOT 1:

##### **MP3 Player with speaker and USB key – Minimum Specifications**

Display/Functionality	Screen or numbered keys (for numbers 0-9: see photo for example), to allow for selection of specific track
Battery Life	Minimum 5 hours
Connection	Micro USB port (to connect to solar charger)
Removable Memory Support	USB port (as defined below)
Internal Speaker Capability	Loud enough to play in a room/area with a group of 100 -140 students listening

##### **MP3 Player with speaker – Preferred Specifications**

Internal Light	Preferred but not required
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*Example Photo of MP3 Player with speaker:*





**USB key – Minimum specifications**

Capacity	4 GB
Size	Compatible with proposed MP3 player

**LOT 2:**

**Solar chargers for MP3 Players – Minimum Specifications**

Size	15 x 20 cm maximum
Capacity	Sufficient to fully charge MP3 player within 6 hours
Application/Usage	MP3 player (as defined below)
Accessories	Micro USB cable (to connect to MP3 player)

**The Selected Offeror(s) must load the lessons onto the USB keys and apply stickers to MP3 Players and solar chargers prior to delivery of the items to EDC. Specifically, the Selected Offeror(s) must:**

- Load lessons onto the USB key. Lessons will be provided by EDC on a USB key, which will be provided to the selected Offeror(s) within 2 business days after award of a contract resulting from this RFQ.
- Test to ensure the USBs are working properly.
- Apply USAID stickers onto the back of the MP3 Players and solar chargers. Stickers will be provided to the selected Offeror(s) within 5 business days after award of a contract resulting from this RFQ.

**4.1.2 Quantities**

Quotations are requested for the following quantities:

Lot #	Item	Total Quantity (Number of Units)
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Lot 1	<b>MP3 Player with speaker</b>	4,000
	USB key – minimum 4 GB	4,000
Lot 2	Solar chargers for MP3 players with speaker	4,000

Offerors may submit quotations for either or both lots. **Preference will be given to Offerors that can provide all equipment in both lots 1 and 2. It is essential that the Solar Charger is compatible with the MP3 Player.**

#### 4.1.3 Delivery Schedule and Location

The quotation must be based on the following delivery schedule, taking into account the delivery locations specified below and in Annex D:

Item	Delivery Schedule	Location
Lots 1 and 2	No later than 30 business days after award of contract resulting from this RFQ	<ul style="list-style-type: none"> <li>• 56 District Education Offices (Centre d'Animation Pedagogique – CAPs) in the Koulikoro, Ségou and Sikasso regions of Mali and in the District of Bamako. Please refer to Annex D for a complete list of the 56 locations.</li> <li>• EDC's SIRA office in Bamako</li> </ul>

#### 4.1.4 Warranty

All Offerors must provide a document with proposed or applicable warranty for each all items. In addition to any other express or implied warranties, Offerors must expressly warrant that:

- All technology equipment delivered under any contract resulting from this RFQ will be merchantable, new, suitable for the uses intended, of the grade and quality specified, free from all defects in design, material and workmanship, conform to all samples, drawings, descriptions and specifications furnished, and be free of liens and encumbrances and that the use, distribution or resale of commodities by EDC will not infringe any third party's patent, trademark, trade secret, copyright, or any other proprietary, intellectual property or other right held by any third party.
- None of the commodities delivered under any contract resulting from this RFQ will be counterfeit.
- The selected Offeror(s) shall replace any defective commodities with new ones without charge to EDC.
- Selected Offeror(s) will perform the services in accordance with industry standards;
- Selected Offeror(s) will be solely responsible for any loss or damage of the goods during shipping; and
- Selected Offeror(s) will carry reasonable insurance and provide proof of insurance upon request.

The warranties set forth shall not be waived by reason of the acceptance of any items or payment therefore by EDC.



**4.1.5 Other specifications**

Offerors may not provide any items which were manufactured or produced in or shipped from countries sanctioned by the US government. Quotations that include items from countries sanctioned by the US government shall not be considered.

**4.2 Shipment**

If the selected Offeror will need to air or ocean-ship any items, air or ocean shipping must be in compliance with USAID and U.S. Government regulations which require shipment via US flag carrier. If US flag carrier is not available for all or some of the shipment, Offeror must provide specific information why US flag carrier is not available for which sections of the shipping, what percentage will be shipped by US carrier and what percentage will be shipped by foreign carrier. The Offeror must be able to initiate the shipment of the items so that they are delivered by the date specified in Section 4.1.3.

All Offerors must provide a timeline for shipment in order for their quotation to be considered; the timeline should indicate the country of origin of the shipment, if known.

**5. Quotation Requirements**

**Offerors must submit a sample of all items proposed. The samples must be delivered to EDC not later than the deadline on Line C in Section 2.3. All samples will be tested as part of the review of the quotations.**

The price quotation must include the costs for the items including any necessary components to meet the specifications in Section 4 and any shipping and/or in-country transport costs. The quotation must include costs on:

- 1) A per unit basis;
- 2) Shipping and/or in-country transportation costs;
- 3) Applicable fees;
- 4) Applicable taxes;
- 5) The total price.

The county of manufacture for each item must be specified and included in the price quotation.

If the Offeror is a Malian entity, the price quotation must be in Francs CFA (Malian local currency). If the Offeror is a non-Malian entity, the price quotation must be in US dollars. All Offerors must provide a price guarantee that the quotation price remains valid for 90 calendar days.

**6. Contract Type and Payment**

One or more firm-fixed price contracts may be awarded in response to this RFQ. The payment schedule for any resultant contract for all lots is anticipated to be as follows:

<b>Deliverable</b>	<b>Payment Amount</b>
Upon execution of a contract resulting from this RFQ	15% of the total amount of the contract or US\$20,000 (or the equivalent in Francs CFA), whichever is less
Upon delivery, inspection, and acceptance of items	The balance of total amount of the contract

The total payment amount shall be reduced by 1% per calendar day for late delivery. Late shall be defined as any deliveries that occur after the date listed on the delivery schedule submitted by the Offeror and incorporated into any contract resulting from this RFQ.

EDC reserves the right, at its sole discretion, to revise the payment schedule before issuance of a contract. EDC further reserves the right to require the Offeror to provide a performance security or a bank guarantee.

***7. Organizational Information and Certification Form***

In addition to other RFQ requirements, in order for their quotation to be considered, the Offeror must complete and submit the Organizational Information and Certification Form, which is included as **Annex A** to this RFQ, and submit all the attachments required by the form.

## Annex A—Organizational Information Form

The Offeror must ensure that this form is duly completed and correctly executed by an authorized officer of the Offeror's company.

### A1. Organizational Information

Full legal name of the Offeror's company: \_\_\_\_\_

Year the Offeror's company was established: \_\_\_\_\_

Contact information regarding the quotation:

- (a) Individual's full name and title: \_\_\_\_\_
- (b) Full office address: \_\_\_\_\_
- (c) Telephone number: \_\_\_\_\_
- (d) Fax number: \_\_\_\_\_
- (e) Email address: \_\_\_\_\_

Offeror's Dun & Bradstreet Number: \_\_\_\_\_

The Offeror certifies, by checking the applicable box(es), that:

- The Offeror is a **non-U.S. entity** and it operates as:
- a corporation organized under the laws of \_\_\_\_\_ (country name),
  - an individual,
  - a partnership,
  - a nongovernmental nonprofit organization,
  - a nongovernmental educational institution,
  - a governmental organization,
  - an international organization, or
  - a joint venture.
- The Offeror is a **U.S. entity** and:
1. it operates as:
    - a corporation incorporated under the laws of the State of \_\_\_\_\_ (state name),
    - an individual,
    - a partnership,
    - a nongovernmental nonprofit organization,
    - a state or local governmental organization,
    - a private college or university,
    - a public college or university,
    - an international organization, or
    - a joint venture.

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<sup>1</sup> Offerors that currently have a Dun & Bradstreet Number are requested to provide this information. Offerors who are not registered with Dun & Bradstreet may do so at <http://fedgov.dnb.com/webform>. There is no charge for this registration. A Dun & Bradstreet Number is not required for submission of a quotation, but may be required before a contract is issued. Whether or not an Offeror currently has a Dun & Bradstreet number will not affect the evaluation of the Offeror's quotation.

2. its status is (check all that apply; the NAICS codes for this procurement are 423430 and 443142):

- Small Business (SB) (self-certification)<sup>2</sup>
- Small Disadvantaged Business (SDB) (self-certification)
- HUBZone Small Business (self-certification not available), certification issued by \_\_\_\_\_
- Woman Owned Small Business (WOSB) (self-certification)
- Veteran Owned Small Business (VOSB) (self-certification)
- Service Disabled Veteran Owned Small Business Concern (SDVOSP) (self-certification)
- Large Business (LB)
- Other Certification, certification: \_\_\_\_\_

In addition to the above, the Offeror complies with the Small Business Administration's Table of Size Standards. (See [www.sba.gov](http://www.sba.gov) for additional information.)

## A2. References

Names, email addresses, telephone numbers and contact people at three organizations (preferably in Mali) to which the Offeror has provided commodities of a similar type and in similar or larger quantities during the last 24 months, whom EDC can call on as references, and a description of the type of commodities provided to each organization. It is recommended that the Offeror alert the contacts that their names have been submitted and that they are authorized to provide performance information if requested by EDC.

### **Reference #1:**

Organization Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Type of commodities Provided: \_\_\_\_\_  
Value of the commodities Provided: \_\_\_\_\_  
Month and Year During Which commodities were Provided: \_\_\_\_\_

### **Reference #2:**

Organization Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Type of commodities Provided: \_\_\_\_\_  
Value of the commodities Provided: \_\_\_\_\_  
Month and Year During Which commodities were Provided: \_\_\_\_\_

### **Reference #3:**

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<sup>2</sup> Please refer to Annex B for standard definitions of "small business," "small disadvantaged business," etc. Notification: Under 15 U.S.C. 645(d), any person who misrepresents its firm's size status shall (1) be punished by a fine, imprisonment, or both; (2) be subject to administrative remedies; and (3) be ineligible for participation in programs conducted under the authority of the Small Business Act. If you are certified or a member of one of the qualifying groups, please register with Dun & Bradstreet at [http://www.dnb.com/us/duns\\_update/](http://www.dnb.com/us/duns_update/). There is no charge for this registration.

Organization Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Type of commodities Provided: \_\_\_\_\_  
Value of the commodities Provided: \_\_\_\_\_  
Month and Year During Which commodities were Provided: \_\_\_\_\_

**A3. Incorporation, Registration, and Litigation**

The following documents must be included in your quotation.

Documentation showing the Offeror's current legal incorporation in the country in which it is incorporated:

Attached

A copy of the Offeror's currently active registration in Mali, demonstrating that the organization can legally operate in Mali, *if the Offeror will complete any work under a contract resulting from this RFQ in Mali.*

Attached

Offeror certifies that it will not complete any work under a contract resulting from this RFQ in Mali and further certifies that it can legally operate in the country(ies) in which all work under a contract resulting from this RFQ will take place.

Information regarding any current lawsuits, legal proceedings, court cases, or other litigation in which the Offeror, or any of the entities in the collaboration, are involved, regardless of jurisdiction where the litigation resides.

Attached

Offeror certifies that it is not currently involved in any lawsuits, legal proceedings, court cases, or other litigation.

**A4. Key Individuals**

The names and titles of the Offerors's key individuals are:

(a) the principal officers of the organization's governing body (e.g., chairman, vice chairman, treasurer and secretary of the board of directors or board of trustees): \_\_\_\_\_

(b) the principal officer and deputy principal officer of the organization (e.g., executive director, deputy director, president, vice president): \_\_\_\_\_

(c) the program manager(s) for the proposed contract: \_\_\_\_\_

(d) any other person who will have significant responsibilities for administration of the US Government-financed activities or resources under the proposed delivery of the services: \_\_\_\_\_

**A5. Awareness and Agreement to the Content of this RFQ**

By signing this form, the Offeror attests to its awareness and agreement to the content of this RFQ and all accompanying calendar schedules and terms and provisions contained herein, including but not limited to the payment terms in Section 6.

**A6. Compliance With Applicable Laws and Regulations**

By signing this form, the Offeror agrees to comply with all applicable U.S. federal laws and regulations including those governing affirmative action, E-Verify, equal employment opportunity, use of human participants in research, disabilities, prohibitions against supporting terrorism, prohibitions on human

trafficking and prohibitions against discrimination, and, if the value of the contract resulting from this RFQ is \$10,000 or more, Executive Order 13496, Notification of Employee Rights Under Federal Labor Laws, see 29 CFR Part 471, Appendix A to Subpart A. Offeror hereby certifies that it is not delinquent on any State or Federal tax. Offeror will cooperate with EDC in its efforts to comply with all laws, regulations and any award terms and conditions imposed by EDC by the sponsor(s) of this project.

**A7. Debarment and Suspension**

The Offeror further certifies that their firm (check one):

- IS
- IS NOT

currently debarred, suspended, or proposed for debarment by any United States federal entity. The undersigned agree to notify EDC of any change in this status, should one occur, until such time as an award has been made under this procurement action.

**A8. Quotation Validity**

This quotation is submitted in response to an RFQ issued by EDC. The undersigned is a duly authorized officer and hereby certifies that:

\_\_\_\_\_  
Offeror's Name

agrees to be bound by the content of this Quotation and agrees to comply with the terms, conditions and provisions of the referenced RFQ. The Quotation shall remain in effect for a period of 90 calendar days as of the Due Date of the RFQ.

**A9. Authorized Negotiators**

Person[s] authorized to negotiate on behalf of this firm for purposes of this RFQ are:

Name: _____	Title: _____
Signature: _____	Date: _____
Name: _____	Title: _____
Signature: _____	Date: _____

**A10. Signature**

***Signature of Authorized Officer:***

Name: _____	Title: _____
Signature: _____	Date: _____

## Annex B—Definitions (U.S. Entities Only)

### ***Small Business (SB)***

The Small Business Administration (SBA), for most industries, defines a "small business" either in terms of the **average number of employees** over the past 12 months, or **average annual receipts** over the past three years. In addition, SBA defines a U.S. small business as a concern that: is organized for profit; has a place of business in the US; operates primarily within the U.S. or makes a significant contribution to the U.S. economy through payment of taxes or use of American products, materials or labor; is independently owned and operated; and is not dominant in its field on a national basis. The business may be a **sole proprietorship**, partnership, corporation, or any other legal form. In determining what constitutes a small business, the definition will vary to reflect industry differences, such as size standards (reference NAICS ([www.census.gov/eos/www/naics/](http://www.census.gov/eos/www/naics/))).

### ***Small Disadvantaged Business (SDB)***

A Small Disadvantaged Business (SDB) is a small business that is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged.

The SBA defines socially disadvantaged groups as those who have been, historically, subjected to "racial or ethnic prejudice or cultural bias" within the larger American culture. Identified groups include: African Americans, Asian Pacific Americans, Hispanic Americans, Native Americans and Subcontinent Asian Americans. Members of other groups may qualify if they can satisfactorily demonstrate that they meet established criteria.

Economically disadvantaged individuals are defined as those for whom impaired access to financial opportunities has hampered the ability to compete in the free enterprise system, in contrast to people in similar businesses who are not identified as socially disadvantaged.

### ***HUBZone Small Business - Historically Underutilized Business Zone***

A small business concern that appears on the list of Qualified HUBZones Small Businesses maintained by the US Small Business Administration. To determine if your business is located in a HUBZone, or to apply online, go to The Small Business Administration's HUBZone website <https://eweb1sp.sba.gov/hubzone/internet/index.cfm>.

### ***Woman-owned Small Business (WOSB)***

A small business that is at least 51 percent owned and actively managed by one or more women with either U.S. citizenship or U.S. resident alien status. Learn more at SBA's Office of Women's Business Ownership at <http://www.sba.gov/aboutsba/sbaprograms/onlinewbc/index.html>.

### ***Veteran-Owned Small Business (VOSB)***

A small business concern that is:

- i. At least 51% unconditionally owned by one or more veterans as defined at 38 U.S.C. 101(2) or, in the case of any publicly owned business, at least 51% of the stock of which is unconditionally owned by one or more veterans; and
- ii. The management and daily business operations of which are controlled by one or more veterans.

Learn more at SBA's Office of Veterans Business Development  
<http://www.sba.gov/aboutsba/sbaprograms/ovbd/index.html>.

***Service Disabled Veteran-Owned Small Business Concern (SDVOSB)***

A small business concern that is:

- i. At least 51% unconditionally owned by one or more service-disabled veterans or, in the case of any publicly owned business, at least 51% of the stock of which is unconditionally owned by one or more service-disabled veterans, and;
- ii. The management and daily business operations of which are controlled by one or more service disabled veterans, or in the case of a service disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

“Service Disabled Veteran” means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service connected as defined in 38 U.S.C. 101(16). Learn more at the US Dept. of Veteran Affairs  
<http://vabenefits.vba.va.gov/vonapp/main.asp>.

***NAICS***

The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy. For more information go to NAICS at <http://www.census.gov/eos/www/naics/>.



**Annex C—RFQ Checklist**

<b>Checklist for Technology kits for reading</b>		
<b>Please check the boxes in the column entitled “Submitted” to ensure inclusion of all items in your submission.</b>		
<i>Items to be included with quotation</i>		<b>Submitted</b>
1.	Annex A – Sections A1 through A9 completed. Please make sure all sections are complete and all required attachments (e.g. documentation of legal incorporation, etc.) are included before submitting.	
2.	Annex C – RFQ Checklist	
3.	Complete technical specifications for <b>each type</b> of technology proposed	
4.	Technology Warranty Information	
5.	One sample of each item proposed	
6.	Timeline for Delivery	
7.	Price Guarantee (90 days)	
8.	Annex E- Completed Price Quotation Template	

### Annex D- List of 56 District Education offices (CAPs)

**CAPS in the Koulikoro, Ségou and Sikasso regions of Mali and the District of Bamako to which materials should be delivered. Quantities provided are estimates and will be confirmed upon signing of the contract.**

CAP	Quantity
1. BAGUINEDA	141
2. BANAMBA	99
3. BARAOUELI	106
4. BELEKO	62
5. BLA	104
6. BOUGOUNI	208
7. DIOILA	197
8. FANA	105
9. FARAKO	42
10. GARALO	69
11. KADIOLO	7
12. KALABANCORO	71
13. KANGABA	109
14. KATI	248
15. KIGNAN	33
16. KIMPARARANA	61
17. KLELA	33
18. KOLOKANI	72
19. KOLON DIEBA	128
20. KOULIKORO	179
21. KOUMANTOU	117
22. KOUTIALA	53
23. M'PESSOBA	50
24. MACINA	78
25. MARKALA	108
26. N'KOURALA	4
27. NARA	28
28. NIENA	100
29. NIONO	161
30. NOSSOMBOUGOU	28
31. OUELESSEBOUGOU	94
32. SAN	136
33. SANGAREBOUGOU	46
34. SARRO	69
35. SEGOU	124

36. SIKASSO	28
37. TOMINIAN	32
38. YANFOLILA	166
39. YANGASO	27
40. YOROSSO	4
41. ZANGASO	16
<b>42. **15 CAPS of the District of Bamako</b>	330
43. EDC SIRA's Office in Bamako	127
TOTAL	4,000

\*\* The 15 CAPs in the District of Bamako are Bozola, Djelibougou, Djelibougou, Hipodrome, Centre Commercial, Bamakokoura, Lafiabougou, Sebenikoro, Bankoni Faladiè, Banankabougou, Kalaban coura, Torokorobougou, Bacodjikoroni, Sogoniko and Senou. EDC will determine the number of kits to be delivered to each of the fifteen CAPs in Bamako, and communicate this breakdown to the vendor upon signing of the contract.

**Annex E : Sample Price Quotation Template**

**RFQ for the Procurement of technology kits for reading**

**Offeror Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Number	Description	Quantity Needed (A)	Unit Price (B)	Total Cost For Item (A*B)=C)	International Shipping and/or Transportation Costs in Mali (D)	Grand Total (C+D= E)
1	Mp3 players with speakers	4,000	\$USD _____	_____	_____	_____
		4,000	_____ CFA	_____	_____	_____
2	USB key	4,000	\$USD _____	_____	_____	_____
9	Solar chargers for MP3 players with speaker	4,000	_____ CFA	_____	_____	_____

I confirm that the country of origin of shipment of the following are:

- MP3 players with speakers : \_\_\_\_\_
- USB key: \_\_\_\_\_
- Solar Chargers for MP3 players with speaker: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_