



Request for Information

**Education Development Center, Inc.
(Hereafter referred to as "EDC")**

Request for Information on Solar-Powered or Wind-Up Radios/Mp3 Players

Date of Issuance: June 22, 2012

Closing Date Round 1: July 9, 2012, 5:00 p.m. EST

Closing Date Round 2: August 31, 2012, 5:00 p.m. EST

EDC is an international nonprofit 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 pioneered the use of radio to bring curriculum and teacher training to classrooms in some of the world's least-developed countries. Throughout Africa, Asia and South America, radio has been a tremendous resource for learning and dissemination. Our popular method, called Interactive Radio Instruction (IRI), requires a radio and an adult facilitator and reaches large numbers of teachers and learners who are isolated by distance and poor infrastructure. It can be used in almost any setting, from formal classrooms to community learning centers to outdoor venues. EDC uses Interactive Radio Instruction to deliver education to students, train teachers and mobilize communities in some of the hardest-to-reach places in the world, establishing sustainable systems with consistently positive results.

1. Purpose and Eligibility

1.1 Purpose

The purpose of this Request for Information (RFI) is to invite prospective offerors to submit specification sheets for solar-powered or wind-up radio receivers and Mp3 players that match the technical specifications outlined below. EDC will select models to test for future project procurement needs. Typical procurements for projects can range from 5000-10,000 units over the next couple of years depending on the needs of the populations being served. This is not a request to purchase units, but it is the preliminary step for future procurements.

1.2 Coverage & Participation

The information request included in this RFI shall be used for researching models of radios and Mp3 radios suitable for programming needs.

1.3 Eligibility

This request is open to offers from all countries (including the United States), except for those designated by the US Government as prohibited source countries.

2. General Information

2.1 Original RFI Document

EDC shall retain the RFI, 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 documentation, is grounds for immediate disqualification.

2.2 RFI Provisions

1. All information provided by EDC in this RFI 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 therefrom.
2. This RFI does not under any circumstances commit EDC to pay any costs incurred by the offeror in the submission of an information sheet. This is the offeror's responsibility.

3. All materials submitted in response to this RFI shall become the property of EDC upon delivery to EDC.
4. Additional documentation may be required prior to future testing or procurement selection.
5. This is only a request for information to find radio models that meet the specifications below. Offerors may be asked to send samples at a later date.

2.3 Schedule of Events

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

TIME	DATE	Time Table
	Monday June 22, 2012	RFI issued
5:00 p.m. EST	Friday June 29, 2012	Offerors may submit questions or clarifications to EDC
5:00 p.m. EST	Monday July 9, 2012	Round 1 deadline: Offerors may submit specification sheets for off-the-shelf products already available commercially.
5:00 p.m. EST	Friday August 31, 2012	Round 2 deadline: Offerors may submit specification sheets for new products that being developed or tested.
	TBD	EDC will ask selected vendors to send sample units

3.1 Offeror's Understanding of the RFI

In responding to this RFI, the Offeror fully understands the RFI 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 Friday, June 29, 2012, by 5:00 p.m. EST. Responses will be published in writing and e-mailed out to all offerors. EDC reserves the right to disqualify at its sole discretion any offeror who submits specification information that is not responsive or that demonstrates less than such understanding. Such disqualification shall be at no fault, cost, or liability whatsoever to EDC.

3.2 Communication

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

Offerors' inquiries, questions, and requests for clarification related to this RFI are to be directed in writing in English before Friday, June 29, 2012, by 5:00 p.m. EST to:

Education Development Center, Inc.
 Attention: Jessica Miranda
 E-mail: jmiranda@edc.org
 Subject Line: Radios and Mp3 Players

3.3 Submission

All responses to this RFI must include the following:

1. A detailed specifications sheet meeting EDC's needs outlined in Section 4 and is compliant with all technical specifications. If alternative solutions are also proposed, please include a technical specifications sheet and justification for the alternative.
2. Additional information regarding cost, discounts, warranty information and shipping schedules outlined in Section 4.
3. Organizational Overview in accordance with Section 5.

Specifications sheets must be delivered via e-mail to:

Education Development Center, Inc.
Attention: Jessica Miranda
E-mail: jmiranda@edc.org
Subject Line: Radios and Mp3 Players

All information sheets must be received by EDC, before the deadlines listed below.

Round 1: **July 9, 2012** **5:00 p.m.** The first is for offerers who have off-the-shelf products available for immediate sampling.

Round 2: **August 31, 2012, 5:00 p.m.** The second deadline is for offerers who are interested in building a new product, testing a product, or looking to build on an existing product so that it matches the specifications EDC is currently seeking.

3.4 Evaluation Criteria and Selection of Test Units

EDC will use information from this request to procure solar-powered radios and Mp3 units for future project procurement needs. As such, the evaluation of each response to this RFI will be based on the following criteria:

- a. Adherence to the specifications in Section 4 of the RFI
- b. Delivery timeline for units in the event a procurement is made
- c. Price for single and multiple units

3.4.1 Selection

EDC may select units for testing from one or more offerors resulting from this RFI whose specifications sheets conform to this RFI and whose product represents the greatest technical value. EDC may also (a) reject any or all specifications sheets, (b) accept more than one offeror's specifications sheets, (d) accept alternate specifications sheets, and (e) waive informalities and minor irregularities in the specifications sheets received.

4. Technical Specifications & Requirements

4.1 Statement of Work

EDC is seeking information from offerors on solar-powered radios and solar-powered Mp3 radios that will be used in a variety of settings overseas including primary school classrooms, teacher education facilities and community centers in countries that have weak infrastructure and often lack electricity in developing countries. A typical classroom might have between 30-100 children, so quality of sound and volume are important factors.

Specifications for two types of units are included below. Substitutions are allowed as long as detailed specification sheets and justifications for the substitutions are included in the submission. Offerors may ask questions regarding substitutions during the Clarifications period. All clarifications on substitutions must be submitted in writing in English before Friday, June 29, 2012, by 5:00 p.m. EST to the contact person indicated in Section 3.2, *Communication*.

Unit 1: Solar-Powered or Wind-up Radio with AM/FM

General Specifications:

Product Type: Solar Powered Radio
AM/FM/shortwave band receiver

Speaker:

Single speaker, 5 Watt
Special consideration given to low power consumption but high volume output

Power:

Rechargeable internal lithium-ion battery (specify amp hour rating)
with circuitry to prevent over charging and deep discharges, but doesn't restrict solar panel inputs
Solar panel (specify wattage rating)
Crank handle and metal gear recharging mechanism
with charge ratio of 100 turns of handle at moderate speed powering playback at full volume for 30 minutes

Connections

Audio line-in jack (mini phone stereo 3.5 mm)

Unit 2: Mp3 Player – Radio Combo

General

Solar Powered or Wind-up Mp3 Player / Radio
Mp3 player
AM/FM/shortwave band receiver
Internal memory (16 GB)
Micro SD card slot for expandable memory
LCD navigation screen
Simple, intuitive navigation controls

Speaker

Single speaker, 5 Watt
Special consideration given to low power consumption but high volume output

Power

Rechargeable internal lithium-ion battery (specify amp hour rating)
with circuitry to prevent over charging and deep discharges, but doesn't restrict solar panel inputs
Solar panel (specify amp hour rating)
Crank handle and gear recharging mechanism

with charge ratio of 100 turns of handle at moderate speed powering playback at full volume for 30 minutes

Connections

Audio line-in jack (mini phone stereo 3.5 mm)

Offerors must also provide the following information:

Warranty: All offerors must provide detailed warranty information in order for their quotation to be considered. Repairs to units must also be addressed.

Cost: EDC requests the unit cost for each type of radio in US Dollars, as well as information on bulk discounts. Vendors are free to determine quantities, but illustrative quantities may take into account 500 units, 1000 units, and 5000 units.

Availability: All offerors must provide information on how quickly units are available as well as availability schedule for bulk purchases. Offerors must define “bulk” numbers in their submission.

Shipping: All offerors must provide shipping information in their submission that clarifies mode of shipping, delivery timetables, etc. All shipments must be on US Flag Carriers to comply with U.S. government funder guidelines (unless vendors obtain waivers).

Payment Terms: All offerors must submit their payment terms in the submission in the event a future procurement action is initiated.

5. Organization Overview and Offeror Certification

5.1 Organization Overview

In order for the quote or proposal to be considered, the offeror must submit an overview of the organization which must include the following:

- Full legal name of the company.
- Year the organization was established.
- Proof of organization’s registration in country of operation.
- Demonstrated ability for the organization to legally operate in the country of operation.
- Contact information regarding the quote to include the following:
 - (a) the individual(s) full name and title,
 - (b) full office address,
 - (c) telephone and fax number,
 - (d) e-mail address
- A list of the offeror’s key individuals including:
 - (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 commodities.
- Names, e-mail addresses, phone numbers and contact people at three organizations who have been clients of the offeror during the last 18 months, whom EDC can call on as references. Offerors should provide references from projects similar in size, application, and scope and include a brief description of the implementation of the project.
- Information regarding any current litigation in which the offeror, or any of the entities in the collaboration, are involved, regardless of jurisdiction where the litigation resides.

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://www.dnb.com/us/duns_update/. There is no charge for this registration. A Dun & Bradstreet Number is not required for submission of a quote, 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 quote.

5.2 Organizational Certification

In order for the quote to be considered, the offeror must complete and submit the organizational certification included in Annex A to this RFI.

5.3 Vetting

EDC will vet all organizations to ensure that companies are eligible to receive U.S. Government funding in accordance with applicable laws and regulations. The vetting process includes cross-checking of individuals and organizations against several published lists of excluded parties.

Annex A—Organizational Certification

This certification attests to the Offeror's awareness and agreement to the content of this RFI and all accompanying calendar schedules and terms and provisions contained herein.

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

1. This quote is submitted in response to an RFI issued by EDC. The undersigned is a duly authorized officer, hereby certifies that:

(Offeror Name)

Agrees to be bound by the content of the information submitted and agrees to comply with the terms, conditions and provisions of the referenced RFI. The information submitted shall remain in effect for a period of 30 calendar days as of the Due Date of the RFI.

2. The undersigned further certify 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.

3. The offeror, by checking the applicable box, certifies that –

(a) If the offeror is a **U.S. entity**,

1. it operates as ☐ a corporation incorporated under the laws of the State of _____ (state), ☐ 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;

2. its status* is (check all that apply; see Annex B for standard definitions):

☐ Small Business (SB) (self certification)

☐ 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: _____

3. ☐ In addition to the above, the offeror complies with the Small Business Administration's Table of Size Standards. (See www.sba.gov for additional information.)

OR

(b) If the offeror is a **non-U.S. entity**, it operates as ☐ a corporation organized under the laws of _____ (country), ☐ an individual, ☐ a partnership, ☐ a nongovernmental nonprofit organization, ☐ a nongovernmental educational institution, ☐ a governmental organization, ☐ an international organization, or ☐ a joint venture.

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

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

Signature of Authorized Officer:

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

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/. There is no charge for this registration.*

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

Small Business (SB)

A small business, means a concern, including its affiliates, that is independently owned and operated, not dominant in its field of operation, and meets the SBA's criteria for the NAICS (<http://www.census.gov/eos/www/naics/>) industry to which it belongs. Currently, a small business certification process is not required for Federal contracts. When submitting a quote, simply self-certify by checking the appropriate box.

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/>.