Request for Proposal (RFP)

Date of Issuance: 10 July 2020
Closing Date for Questions: 27 July 2020
Closing Date for Submission of Proposal: 03 August 2020
Subject: Tetra Tech ARD Request for Proposal No.012 entitled “RFP No.012, Valuation of Ecosystem Services and other activities for Forest-PLUS 2.0”

Dear Sir/ Madam,

You are kindly invited to submit a technical and financial proposal relating to Tetra Tech ARD Request for Proposal No. 012. All related correspondence for this proposal should be sent to:

procurement@forestplus.org

• Tetra Tech ARD intends to issue a Firm Fixed Price contract for this work
• Costs incurred by respondents for the preparation of a proposal and the negotiation of contract are not reimbursable.
• Tetra Tech ARD is not bound to accept any of the proposals submitted.
• Tetra Tech ARD reserves the right to accept an offerors proposal without further discussion.
• Tetra Tech ARD will only evaluate proposals from licensed, qualified firms to execute and implement the work under this project.
• The Offerors must be able to complete all the items stated in the Statement of Work.
• Please note that in submitting a response to this RFP, the Offeror understands and agrees that USAID and all other US and Host Government entities are not parties to this procedure.

All questions and inquiries related to this request must be submitted prior to the Closing Date for questions shown above for this RFP. All “Offerors” must submit their questions to Tetra Tech ARD via the below email address:

procurement@forestplus.org

The subject line should have: “Questions for RFP No.012, Valuation of Ecosystem Services and other activities for Forest-PLUS 2.0” In compliance with standard procedure, all inquiries and comments will be shared with the rest of the Offerors along with Tetra Tech ARD’s response. Questions received after the closing date for questions may not be answered.

Proposal Instructions

The Offeror shall submit its best price offer/proposal in accordance with the Scope of Work (SOW) and shall contain the following:

1. Proposal Cover Letter signed by a person authorized to sign on behalf of the Offeror;
2. Technical Approach/Proposal for completing the deliverables in the SOW;
   • Profile of the agency – include reports of previous similar work
- CVs of the team leader and key members of the team
- Understanding and interpretation of the Scope of Work
- Approach and methodology, including timeline
- Overview of work plan

3. **Summary of Relevant Experience.** Offerors should list current and previous relevant projects;

4. **Corporate Capabilities;**

5. **Performance References for similar work;**

6. **Budget.** Offerors must use the budget template in Appendix B

7. **Budget narrative.** Offerors must explain the rationale behind the numbers.

**Submittal requirements:**

- Proposals shall be submitted via e-mail.
- The Subject line of the email should read: “RFP No.012, Valuation of Ecosystem Services and other activities for Forest-PLUS 2.0”
- All data presented in the prescribed formats should be non-proprietary in nature without password protection and free of restrictions.
- Proposals received after the date specified for receipts of offer shall be considered late and shall not be evaluated.

Respondents shall receive an email acknowledging that their Proposal has been received upon its submission.

Appendix A: Statement of Work
Appendix B: Budget Template
Appendix C: Required Certification
Appendix D: Suggested Proposal Format
Appendix E: Proposal Evaluation Criteria
Appendix (A)

Statement of Work

Conducting Valuation of Ecosystem Services and other activities for Forest-PLUS 2.0: forest for water and prosperity

1.0 Background and Rationale

Initiated in December 2018, Forest-PLUS 2.0: forest for water and prosperity is a five-year program of the United States Agency for International Development (USAID) and the Ministry of Environment, Forest and Climate Change (MoEFCC). The goal of Forest-PLUS 2.0 is to improve management of targeted forest landscapes in three states in India for enhanced ecosystem services and increase inclusive economic opportunities. An improved ecosystem approach to management will in turn lead to improved ecosystem services and contribute to sustainable and inclusive economic growth in the country.

1.1 The three objectives of the Forest-PLUS 2.0 program are:

- To strengthen ecosystem-based management of forest landscapes;
- To factor ecosystem services into management of forest landscapes; and
- To increase economic opportunities from improved landscape management.

1.2 Major activities to be carried out under Forest-PLUS 2.0 include:

- Development/revision of Working Plans & landscape management plans,
- Development/refinement, application and institutionalization of tools,
- Development/refinement of decision-support systems for forest landscape planning, management and monitoring,
- Incorporation of ecosystem services and their values in the Working Plans,
- Quantification and valuation of ecosystem services and their flows at landscape scale, and incorporation of these services and their values into management planning processes,
- Development of incentive mechanism(s) for managing landscapes to provide ecosystem services, and
- Development viable forest-based value chains, moving beyond subsistence-scale livelihoods, to provide economic incentives for reinvestment in the natural capital assets.

The program is being implemented in three landscapes - Gaya Forest Division of Bihar, Medak Forest Division of Telangana, and Thiruvananthapuram Forest Division of Kerala.

2.0 Objectives of the assignment

The objective 2 of the Forest-PLUS 2.0 program requires identification and economic valuation of ecosystem services in the three target landscapes. In order to perform this task, ecosystem services have been identified and appropriate valuation methods have been selected. These have been presented in the form of a strategy paper on valuation methods, which has been reviewed and approved by external experts on valuation methods and
subsequently approved by USAID. After the approval, Forest-PLUS 2.0 has developed models for valuation of 15 ecosystem services and 5 of them have been tested with simulated data. (details provided later). Forest-PLUS 2.0 would like to engage the services of a qualified Valuation Expert / Agency to conduct ecosystem services valuation for the 22 ecosystem services in the target landscapes.

3.0 Scope of Work

The Ecosystems Valuation Expert / Agency will apply the valuation models for the selected ecosystem services and conduct an ecosystem valuation exercise in the target landscapes and analyze and interpret the values.

The assessment of economic value of ecosystem services will illustrate the value of well-managed forest ecosystems to stakeholders, planners, and policy makers. It is expected that the valuation results will be applied to policy or planning decisions and will be an important input in evaluating scenarios and in developing incentive mechanisms. Forest-PLUS 2.0 will provide technical assistance to GoI and other stakeholders to illustrate the economic value of specific ecosystem services and of bundles of services, explicitly considering the differential access of men and women and marginalized groups within forest communities to have economic opportunities and access to services and providers of services. Forest-PLUS 2.0 will also enhance the capacity of stakeholders to conduct valuation of services and include ecosystem services in scenarios and management planning.

4.0 Methodology

The data set for the valuation exercise will be made available through the Baseline Assessment which is already underway in the three landscapes. The following baseline data will be provided:

- Carbon baseline
- Baseline for hydrological services
- Baseline for biodiversity
- Baseline for other ecosystem services

The Valuation Expert / Agency will coordinate with the Baseline team to obtain the primary and secondary data. The data gaps will however be filled through additional field surveys by the Valuation Expert / Agency or through an associate appointed for that purpose. The Regional Director of Forest-PLUS 2.0 program will facilitate the process at the landscape level.

Proposed Methods of Valuation for Forest-PLUS 2.0

This section proposes the methods to be used for valuation of different ecosystem services in the Forest-PLUS 2.0 landscapes. Forest-PLUS 2.0 proposes to take up valuation of 22 ecosystem services using the following 13 valuation methods to be applied to the ecosystem services that have been identified for valuation:

1) Provisioning services such as water for agriculture, water for urban-industrial use, food, medicinal plants, timber stock, timber flow, fuel, fodder, other NTFPs, and soil fertility;
2) Regulating services such as water conservation, water purification, biological control, flood regulation, moderating extreme events, carbon sequestration, air pollution control, and erosion control;

3) Supporting services such as gene-pool protection, pollination, and habitat services of biodiversity; and

4) Cultural services such as tourism and recreational values and cultural and spiritual values.

4.1 Water for Agriculture: Production Function Approach

One form of the multifunctional attributes of water is its application in agriculture. The production function approach will be considered for obtaining the estimate of the value of water in agriculture. The value of marginal product (VMP) of water is multiplied with the total water use to obtain the value of its contribution, e.g., the water provisioned for agriculture. From an ecosystem service perspective, nature provides water through various sources (meteorological, hydrological, and hydro-geological, among others). The marginal product of water is essentially reflected properly only when one takes the total water use, and not merely irrigation water. This model does not consider impacts of return flows, as it is irrelevant from the perspective of total value of water provisioning service. It is assumed in this framework that all water is provisioned from nature and reflects on the provisioning service.

The mathematical framework is as follows:

\[ Y_{ist} = \lambda W_{ist}^\alpha \]  \hspace{1cm} (1)

\[ Y_{ist} \] = production of the ith crop for season s in year t;

\[ W_{ist} \] = Water use for the ith crop for season s in year t;

\[ \lambda \] and \[ \alpha \] are the parameters.

Further, \[ W_{ist} = \omega_i A_{ist} \] \hspace{1cm} (2)

\[ \omega_i \] = Crop Water Requirement for ith crop;

\[ A_{ist} \] = Area under the ith crop for season s in year t;

The log-linear format of the production function is

\[ \ln Y_{ist} = \ln \lambda + \alpha \ln W_{ist} \] \hspace{1cm} (3)

or,  \[ \frac{\partial Y_{ist}}{\partial W_{ist}} = \frac{\alpha Y_{ist}}{W_{ist}} = \frac{\alpha}{\omega} \frac{Y_{ist}}{A_{ist}} \] \hspace{1cm} (4)

The value of agricultural water will be

\[ \sum_i P_i W_i \frac{\partial Y_i}{\partial W_i} \] \hspace{1cm} (5)

The coefficients of slope and the intercept of the log-linear model will be estimated through an econometric model with fixed-effects panel data regression. The data considered will be at the district level. Water-use estimates will be arrived at by multiplying area with crop-water requirement. This exercise will largely be based on secondary data from the Season
and Crop Report and Departments of Economics and Statistics of each state. Once the coefficients are obtained, the slope coefficient of the log-linear model will be multiplied with the average product of water to obtain the marginal product of water. This will require taking data for the necessary econometric framework.

4.2 Food and Medicinal Plants
Under the head of food, produced/harvested fruits, NTFPs, and other forest-based resources will be considered. The data will be obtained from questionnaire surveys. The market prices of these food items or their substitutes (surrogate markets) will be considered and multiplied with the quantities to obtain the values of the various food items. Even in the case of medicinal plants that are accessed free of cost by the communities, the same approach of valuation will be considered through surrogate market approaches.

4.3 Timber Flow and Timber Stock
The value of timber through licensed felling will be estimated with the local market price of timber by adjusting for management and transportation costs. Further, the standing timber biomass represents the stock benefits. The same method of using the market prices and multiplying that by the quantity will give us the value of the timber stock. It needs to be kept in mind that the timber stock is not a value of the flow of services, but of the wood stock reflecting on the “inventory stock value” that can potentially get translated into flow of provisioning services of the ecosystem if marketed. The stock itself is growing and that shall be captured through Mean Annual Increment. This cannot be treated as “flow” of ecosystem services but can be expressed as “option value”.

4.4 Water for Urban-Industrial Use
Since the authors will primarily consider municipal water use, municipal operations and maintenance costs will be considered and the economic cost of procurement and distribution per unit and the environmental costs through benefit transfer approaches added. Further, Forest-PLUS 2.0 proposes to obtain the value of consumer surplus from past demand estimations for urban-industrial water as another application of benefit transfer, make the necessary adjustments with respect to the price subsidies offered by the municipality, and add the consumer surplus accordingly to the marginal costs (that are supposed to reflect the prices). The costs need to be adjusted with the Wholesale Price Index to arrive at the value of urban-industrial water.

4.5 Fuel, Fodder, and other NTFPs
Primary data on quantities will be collected through unstructured interviews and questionnaire surveys. In case they are marketed, the market price will be multiplied with the quantity, and if not marketed, surrogate market methods will be used to arrive at the values.

4.6 Water Conservation
Water conservation can be stated to be a regulating service of the ecosystem which reduces surface run-off. It needs to be understood here that water flowing from forests is not a product of the forests. The forest, in reality, is a net reducer of water received from the sky because of evapotranspiration. However, the regulating services of forests make it possible to use the outflow of water as a provisioning service. We explicitly acknowledge "water conservation/ storage" as a regulating service of the forest, while "water for
agriculture” has been considered as a provisioning service of the broader ecosystem in the concerned landscape. The value will be estimated through a combination of benefit transfer and surrogate market or alternative cost methods. While the amount of water conserved will be taken from past estimates in related sites, the economic cost of storage will be considered from alternative storage mechanisms that will include the capital expenditure and the operations and maintenance costs.

4.7 Gene-Pool Protection/ Regulation
Gene-pool protection/regulation is a critical supporting service of the ecosystem. A meta-analysis will be conducted to obtain the value per area and will be multiplied by the total landscape area to arrive at this value. This essentially entails a benefit transfer approach.

4.8 Water Purification
Water purification is a regulating service of the ecosystem. This value will be obtained through estimation of water-use by obtaining population data from Census 2011, and making necessary projections, and then multiplying the population by average per capita water use in adjoining areas with data from municipality and local governments. If certain data are not available, average water per capita water consumption estimates from other studies conducted in India will be used. These figures will be multiplied with the cost of water treatment, as available from the market.

4.9 Biological Control
Biological control is a very important regulating service of the natural ecosystems. They moderate the risk of spread of infectious diseases by regulating the populations of disease organisms and agents that cause such diseases. Since site-specific studies for estimating the economic values are not available, the only option will be benefit transfer mechanisms. The unit area values will be arrived at by deriving a mean value from other similar studies through a meta-analysis and will be multiplied by the total area to obtain the ecosystem service values.

4.10 Pollination
The role of forests in pollination as a supporting service of the ecosystem can be evaluated through meta-analysis only. The physical assessment will determine if it should be included in the scope, and to what extent depending on the forest type. This will entail obtaining means of estimates of the amount of pollination, getting alternate markets prices of creating pollinators, and multiplying them. The other way is through surrogate market methods, where one looks at alternate ways of increasing the quantity and quality of pollinator-dependent crops in absence of pollinators, such as pollination by hand, and then apply the costs of the alternative methods. Benefit transfer also remains an option. This will be decided in due course while conducting the exercise. However, it will not be possible to carry out a primary survey for this service due to time and resource constraints.

4.11 Flood Regulation and Moderating Extreme Events
Forests help in regulating flood damages by retaining excess rainwater and preventing extreme run-offs. For estimating these, the avoided costs of losses to property will be considered by taking the estimates of water retention capacity of the landscape and possible flooding scenarios without the forests.
4.12 Carbon Sequestration
Carbon stock will be estimated with Integrated Valuation of Ecosystem Services and Tradeoffs (InVEST). The quantity will be multiplied with the price of carbon credits in voluntary markets or with Verified Emission Reductions (VER) credits. Although an underestimate, this will shed light on the importance of carbon sequestration of these landscapes to humanity.

4.13 Air Pollution Control
This is another regulating service of the ecosystem. This study will consider the forests’ role in controlling sulfur dioxide (SO2) and nitrogen oxide (NOX), particulate matters, and any other pollutant as found in the physical assessment. The study will entail obtaining past estimates on the control of pollutants and multiplying them with prevailing prices of pollution control. This is similar to the surrogate market approach.

4.14 Soil Fertility
Forest vegetation increases the fertility of the land by adding nutrients. The impact is felt in agriculture. The total fertility enhancement will be determined by considering the total area and possible fertility enhancement capacity of the forest from existing estimates. This will be multiplied by the unit price of fertilizer to arrive at an estimate.

4.15 Tourism and Recreational Values, Cultural and Spiritual Values
Travel cost method is proposed to be used here. A questionnaire survey will be used to derive a tourism demand function. The sum of the average tourist spending and the consumer surplus will give us the value of the landscape from the perspective of tourism. If tourism purposes are found to be different for different respondents, multiple demand functions will be developed, and multiple values will be taken. In the same way, cultural and spiritual values will be assessed from the travel cost approaches. Further, it needs to be noted that travel cost will be possible where there are already developed tourism sites. The possibility of the existence of a potential “tourism demand function” (where tourism is not adequately developed) needs to be treated as “option value”. There is also an informative and cognitive value of ecosystems such as in urban parks and this could also be captured in a descriptive way.

4.1 Gender Integration
The methodology and tools used need to ensure integration of gender specific perspectives and requirements.

5.0 Activities and Tasks

| Questionnaire development on the basis of valuation models |
| Field visits |
| Running the models with field data |
| Preparation of the first draft |
| Review of draft and presentation to MoEFCC, think-tank and SFDs |
| Incorporation of comments preparation of final draft |
| Outreach including capacity building on valuation in the states and briefings to policy makers. This includes preparation of written training material and powerpoint. |
6.0 Deliverables and due dates

<table>
<thead>
<tr>
<th>Deliverables</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report on Questionnaire development and field visit reports</td>
<td>30 September, 2020</td>
</tr>
<tr>
<td>Report on results with field data</td>
<td>15 November, 2020</td>
</tr>
<tr>
<td>Submission of first draft report</td>
<td>10 December, 2020</td>
</tr>
<tr>
<td>Completion of presentations to MoEFCC, think-tank and SFDs and submission of</td>
<td>25 December, 2020</td>
</tr>
<tr>
<td>PowerPoint presentations used.</td>
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<tr>
<td>Submission of final report after incorporating all comments</td>
<td></td>
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<tr>
<td>Completion and submission of report of capacity building on valuation in the</td>
<td>15 February, 2020</td>
</tr>
<tr>
<td>states and briefings to policy makers, including 2 written policy briefs.</td>
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</tbody>
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7.0 Tenure of assignment

The assignment is for a period of 8 months. It is anticipated that the assignment will be completed between August 20, 2020 and March 15, 2021.

Business delays and disruptions may occur due to Coronavirus (COVID-19)

8.0 Reporting

The organization will work closely with the Landscape Ecologist of Forest-PLUS 2.0 based in New Delhi.
Appendix (B)

Budget Template attached as an Excel Spreadsheet
Appendix (C)

Certifications

1. CERTIFICATION REGARDING RESPONSIBILITY MATTERS.

FAR Reference 52.209-5.

As prescribed in 9.104-7(a), insert the following provision:

Certification Regarding Responsibility Matters (APR 2010)

(a) (1) The Offeror certifies, to the best of its knowledge and belief, that –

(i) The Offeror and/or any of its Principals –

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have not within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.

(D) Have not within a three-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds $3,000 for which the liability remains unsatisfied.

(1) Federal taxes are considered delinquent if both of the following criteria apply:

(i) The tax liability is finally determined. The liability is finally determined if it has been assessed. A liability is not finally determined if there is a pending administrative or judicial challenge. In the case of a judicial challenge to the liability, the liability is not finally determined until all judicial appeal rights have been exhausted.

(ii) The taxpayer is delinquent in making payment. A taxpayer is delinquent if the taxpayer has failed to pay the tax liability when full payment was due and required. A taxpayer is not delinquent in cases where enforced collection action is precluded.
(2) Examples.

(i) The taxpayer has received a statutory notice of deficiency, under I.R.C. § 6212, which entitles the taxpayer to seek Tax Court review of a proposed tax deficiency. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek Tax Court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(ii) The IRS has filed a notice of Federal tax lien with respect to an assessed tax liability, and the taxpayer has been issued a notice under I.R.C. § 6320 entitling the taxpayer to request a hearing with the IRS Office of Appeals contesting the lien filing, and to further appeal to the Tax Court if the IRS determines to sustain the lien filing. In the course of the hearing, the taxpayer is entitled to contest the underlying tax liability because the taxpayer has had no prior opportunity to contest the liability. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek tax court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(iii) The taxpayer has entered into an installment agreement pursuant to I.R.C. § 6159. The taxpayer is making timely payments and is in full compliance with the agreement terms. The taxpayer is not delinquent because the taxpayer is not currently required to make full payment.

(iv) The taxpayer has filed for bankruptcy protection. The taxpayer is not delinquent because enforced collection action is stayed under 11 U.S.C. 362 (the Bankruptcy Code).

(ii) The Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

(b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Contractor learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with determination of the Offeror's: responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Contractor non responsible.
(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

2. KEY INDIVIDUAL CERTIFICATION NARCOTICS OFFENSES AND DRUG TRAFFICKING

22 CFR Part 140, Prohibition on Assistance to Drug Traffickers.

Note: This certification shall be filled by any key person proposed in the project.

I hereby certify that within the last ten years:

1. I have not been convicted of a violation of, or a conspiracy to violate, any law or regulation of the United States or any other country concerning narcotic or psychotropic drugs or other controlled substances.

2. I am not and have not been an illicit trafficker in any such drug or controlled substance.

3. I am not and have not been a knowing assistor, abettor, conspirator, or colluder with others in the illicit trafficking in any such drug or substance.

NOTICE:

1. You are required to sign this Certification under the provisions of 22 CFR Part 140, Prohibition on Assistance to Drug Traffickers. These regulations were issued by the Department of State and require that certain key individuals of organizations must sign this Certification.

2. If you make a false, Certification you are subject to U.S. criminal prosecution under 18 U.S.C. 1001.

3. A false certification from a key person involved in the project, shall result in the termination of his/her contract with the operator.

3. CERTIFICATION REGARDING TERRORIST FINANCING

Implementation of Executive Order 13224

Certification Regarding Terrorist Financing, Implementing Executive Order 13224
(a) The Recipient, to the best of its current knowledge, did not provide, within the previous ten years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts, as that term is defined in paragraph (c).

(b) The following steps may enable the Recipient to comply with its obligations under paragraph (a)

1. Before providing any material support or resources to an individual or entity, the Recipient will verify that the individual or entity does not (i) appear on the master list of Specially Designated Nationals and Blocked Persons, which list is maintained by the U.S. Treasury’s Office of Foreign Assets Control (OFAC) and is available online at OFAC’s website: http://www.treas.gov/offices/eotffc/ofac/sdn/t11sdn.pdf, or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by USAID to the Recipient.

2. Before providing any material support or resources to an individual or entity, the Recipient also will verify that the individual or entity has not been designated by the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the “1267 Committee”) [individuals and entities linked to the Taliban, Usama bin Laden, or the Al Qaida Organization]. To determine whether there has been a published designation of an individual or entity by the 1267 Committee, the Recipient should refer to the consolidated list available online at the Committee’s website: http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm.

3. Before providing any material support or resources to an individual or entity, the Recipient will consider all information about that individual or entity of which it is aware and all public information that is reasonably available to it or of which it should be aware.

4. The Recipient also will implement reasonable monitoring and oversight procedures to safeguard against assistance being diverted to support terrorist activity.

(c) For purposes of this Certification-

1. “Material support and resources” means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.”

2. “Terrorist act” means-

   (i) an act prohibited pursuant to one of the 12 United Nations Conventions and Protocols related to terrorism (see UN terrorism conventions Internet site: http://untreaty.un.org/English/Terrorism.asp); or

   (ii) an act of premeditated, politically motivated violence perpetrated against noncombatant targets by subnational groups or clandestine agents; or


(iii) any other act intended to cause death or serious bodily injury to a civilian, or to any other person not taking an active part in hostilities in a situation of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.

(3) “Entity” means a partnership, association, corporation, or other organization, group or subgroup.

(4) References in this Certification to the provision of material support and resources shall not be deemed to include the furnishing of USAID funds or USAID-financed commodities to the ultimate beneficiaries of USAID assistance, such as recipients of food, medical care, micro-enterprise loans, shelter, etc., unless the Recipient has reason to believe that one or more of these beneficiaries commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

(5) The Recipient’s obligations under paragraph (a) are not applicable to the procurement of goods and/or services by the Recipient that are acquired in the ordinary course of business through contract or purchase, e.g., utilities, rents, office supplies, gasoline, etc., unless the Recipient has reason to believe that a vendor or supplier of such goods and services commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

This certification is an express term and condition of the agreement and any violation of it shall be grounds for unilateral termination of the agreement by USAID prior to the end of its term.”

4. ANTI-KICKBACK PROCEDURES

FAR Reference 52.203-7.

As prescribed in 3.502-3, insert the following clause:

Anti-Kickback Procedures (OCT 2010)

(a) Definitions.

“Kickback,” as used in this clause, means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided, directly or indirectly, to any prime Contractor, prime Contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or in connection with a subcontract relating to a prime contract.

“Person,” as used in this clause, means a corporation, partnership, business association of any kind, trust, joint-stock company, or individual.
"Prime contract," as used in this clause, means a contract or contractual action entered into by the United States for the purpose of obtaining supplies, materials, equipment, or services of any kind.

"Prime Contractor" as used in this clause, means a person who has entered into a prime contract with the United States.

"Prime Contractor employee," as used in this clause, means any officer, partner, employee, or agent of a prime Contractor.

"Subcontract," as used in this clause, means a contract or contractual action entered into by a prime Contractor or subcontractor for the purpose of obtaining supplies, materials, equipment, or services of any kind under a prime contract.

"Subcontractor," as used in this clause,

(1) means any person, other than the prime Contractor, who offers to furnish or furnishes any supplies, materials, equipment, or services of any kind under a prime contract or a subcontract entered into in connection with such prime contract, and

(2) includes any person who offers to furnish or furnishes general supplies to the prime Contractor or a higher tier subcontractor.

"Subcontractor employee," as used in this clause, means any officer, partner, employee, or agent of a subcontractor.

(b) The Anti-Kickback Act of 1986 (41 U.S.C.51-58) (the Act), prohibits any person from-

(1) Providing or attempting to provide or offering to provide any kickback;

(2) Soliciting, accepting, or attempting to accept any kickback; or

(3) Including, directly or indirectly, the amount of any kickback in the contract price charged by a prime Contractor to the United States or in the contract price charged by a subcontractor to a prime Contractor or higher tier subcontractor.

c) The Contractor shall have in place and follow reasonable procedures designed to prevent and detect possible violations described in paragraph (b) of this clause in its own operations and direct business relationships.

(2) When the Contractor has reasonable grounds to believe that a violation described in paragraph (b) of this clause may have occurred, the Contractor shall promptly report in writing the possible violation. Such reports shall be made to the inspector general of the contracting agency, the head of the contracting agency if the agency does not have an inspector general, or the Department of Justice.
(3) The Contractor shall cooperate fully with any Federal agency investigating a possible violation described in paragraph (b) of this clause.

(4) The Contracting Officer may

(i) offset the amount of the kickback against any monies owed by the United States under the prime contract and/or

(ii) direct that the Prime Contractor withhold from sums owed a subcontractor under the prime contract the amount of the kickback. The Contracting Officer may order that monies withheld under subdivision (c)(4)(ii) of this clause be paid over to the Government unless the Government has already offset those monies under subdivision (c)(4)(i) of this clause. In either case, the Prime Contractor shall notify the Contracting Officer when the monies are withheld.

(5) The Contractor agrees to incorporate the substance of this clause, including subparagraph (c)(5) but excepting subparagraph (c)(1), in all subcontracts under this contract which exceed $150,000.

5. CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS.

FAR Reference 52.203-11.

As prescribed in 3.808(a), insert the following provision:

Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions
(SEPT 2007)

(a) Definitions. As used in this provision—“Lobbying contact” has the meaning provided at 2 U.S.C. 1602(8). The terms “agency,” “influencing or attempting to influence,” “officer or employee of an agency,” “person,” “reasonable compensation,” and “regularly employed” are defined in the FAR clause entitled “Limitation on Payments to Influence Certain Federal Transactions” (52.203-12).

(b) Prohibition. The prohibition and exceptions contained in the FAR clause of this solicitation entitled “Limitation on Payments to Influence Certain Federal Transactions” (52.203-12) are hereby incorporated by reference in this provision.

(c) Certification. The offeror, by signing its offer, hereby certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on its behalf in connection with the awarding of this contract

(d) Disclosure. If any registrants under the Lobbying Disclosure Act of 1995 have made a lobbying contact on behalf of the offeror with respect to this contract, the offeror shall complete and
submit, with its offer, OMB Standard Form LLL, Disclosure of Lobbying Activities, to provide
the name of the registrants. The offeror need not report regularly employed officers or
employees of the offeror to whom payments of reasonable compensation were made.

(e) Penalty. Submission of this certification and disclosure is a prerequisite for making or entering
into this contract imposed by 31 U.S.C. 1352. Any person who makes an expenditure
prohibited under this provision or who fails to file or amend the disclosure required to be filed
or amended by this provision, shall be subject to a civil penalty of not less than $10,000, and
not more than $100,000, for each such failure.

SIGNATURE

By signature hereon, or on an offer incorporating these Representations, Certifications, and Other
Statements of Offerors, the Contractor certifies that they are accurate, current, and complete, and
that the Contractor is aware of the penalty prescribed in 18 U.S.C. 1001 for making false
statements in offers.

By signing below the subcontractor provides certifications for:

2. Prohibition on Assistance to Drug Traffickers. (22 CFR Part 140),
3. Certification Regarding Terrorist Financing. (Implementation of Executive Order 13224),
4. Anti-Kickback Procedures – OCT 2010. (FAR Reference 52.203-7), and,
5. Certification and Disclosure Regarding Payments to influence Certain Federal
   Transactions - SEP 2007 (FAR Reference 52.203-11).

Request for Proposal #:
_____________________________________________________________________

Subcontractor Name:
_____________________________________________________________________

Project Title:
_____________________________________________________________________

Name and Title: ____________________________________________________________

Signature: ____________________________ Date: ______________________

This page must be signed by Offeror and returned with the quotation.
Appendix (D)

Proposal Format

The Offeror shall submit its best price offer/proposal in accordance with the Scope of Work (SOW) and shall contain the following:

1. **Proposal Cover Letter** signed by a person authorized to sign on behalf of the Offeror;
2. **Technical Approach/Proposal** for completing the deliverables in the SOW;
3. **Summary of Relevant Experience.** Offerors should list current and previous relevant projects that demonstrates experience in similar work and overall experience in developing baselines of ecosystem services and similar assignments in related areas.
4. **Corporate Capabilities;**
5. **Performance References for similar work;**
6. **Budget.** Offerors must use budget template in Attachment B
7. **Budget narrative.** Offerors must explain the rationale behind the numbers.

Technical and Financial Proposal Requirements:

It is requested that Offerors organize their Technical and Financial Proposals as noted below. This request is made to facilitate Tetra Tech ARD’s review of the submitted material thus enabling a rapid decision and contracting process.

**Technical Proposal Requirements:**

The technical proposal must be written in English. There should be a maximum of 10 type-written pages, excluding appendixes/supporting documents, with no more than 3 pages covering Company Information and Relevant Past Performance. (Desired Format - Type: Times New Roman, Font Size 11, Margins: 1” all around)

The technical proposal shall address the subjects outlined below:

**A. Firm Information**

- Provide the name, address and license of your firm.
- Provide the contact information for your primary contact for this project.
- If you are partnering with other firms or institutions, provide the above information for each partner and the percentage of the work that they will be performing.
- Please describe your firm’s management structure, list all owners.
- Identify the Key Personnel that would be working on this project assuming an award. Please include a brief statement about the capabilities and experience. CVs should be provided.

**B. Past Performance**

Please outline the experience your firm has had in performing work similar to that described in Appendix A. **For each project, please include the name of the client and**
his or her contact information (current and most recent information required, within the last year). It is Tetra Tech ARD’s intention to contact some of these clients for testimonials regarding your firm’s performance in these areas:

- The quality of the work performed by the Offeror,
- The timeliness of the effort performed by the Offeror, and
- Whether the Client would use Offeror’s services should they have similar needs in the future?

C. Technical Approach

Please submit a detailed technical write-up of the proposed implementation strategy and management for this specific project. **Offerors must include a Gantt Chart Schedule.**

Financial Proposal Requirements

The Offeror’s proposed Financial proposal must represent its best effort in response to the solicitation.

It should be noted that a narrative describing the basis on which the costs were derived as well as an explanation for whom, why, where, when, etc. and supporting information must be provided in sufficient detail to allow a complete analysis of the Offeror’s cost/price.

The Offeror must use the budget template in Appendix B.
All responsive proposals received in response to this RFP will be evaluated and scored on Technical and Cost factors. The Subcontract shall be awarded to the firm which has the highest total proposal evaluation score based on the Evaluation Criteria outlined below.

Appendix (E)
Proposal Evaluation Criteria

<table>
<thead>
<tr>
<th>Technical Evaluation Criteria</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Part A - Firm Information (Maximum 10 Points)</strong></td>
<td></td>
</tr>
<tr>
<td>1. Did the offeror provide all of the requested information?</td>
<td>3</td>
</tr>
<tr>
<td>2. Are the skills and experience of the proposed Expert / Agency applicable to the work to be performed under the Statement of Work?</td>
<td>7</td>
</tr>
<tr>
<td><strong>Part B - Past Performance (Maximum 10 Points)</strong></td>
<td></td>
</tr>
<tr>
<td>3. Relevant Background and Capabilities</td>
<td>4</td>
</tr>
<tr>
<td>4. Does the Offeror have relevant experience doing similar work in the last 10 years, and have they provided past project and client information?</td>
<td>6</td>
</tr>
<tr>
<td><strong>Part C - Proposed Technical Approach to Complete the Work (Maximum 50 Points)</strong></td>
<td></td>
</tr>
<tr>
<td>a. Robustness and Reasonableness of Offeror’s approach and methodology to carry out the valuation exercise.</td>
<td>20</td>
</tr>
<tr>
<td>b. Robustness and Reasonableness of Offeror’s approach and methodology for running the models with field data.</td>
<td>10</td>
</tr>
<tr>
<td>c. Robustness and Reasonableness of Offeror’s approach and methodology for capacity building among Forest Departments and briefings to policy makers.</td>
<td>10</td>
</tr>
<tr>
<td>d. Reasonableness of the Offeror’s proposed schedule to complete Activities</td>
<td>10</td>
</tr>
<tr>
<td><strong>Technical Evaluation Scoring - Possible Total Score 70</strong></td>
<td>70</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cost Evaluation Criteria:</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cost Effectiveness (Maximum 30 points)</strong></td>
<td></td>
</tr>
<tr>
<td>1. Comparison with Internal Estimate</td>
<td>6</td>
</tr>
<tr>
<td>2. Comparison to Other Bidders Proposals (lowest price ranked maximum points, and then de-rated on a percentage basis downward)</td>
<td>10</td>
</tr>
<tr>
<td>3. Cost realism: feasibility, reasonableness, completeness and allocability?</td>
<td>10</td>
</tr>
<tr>
<td>4. Does the Offeror have the Financial Capacity to accomplish this project based on their completion of similar projects?</td>
<td>4</td>
</tr>
<tr>
<td><strong>Cost Evaluation Scoring - Possible Total Score 30</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>Possible Total Score – 100</strong></td>
<td>100</td>
</tr>
</tbody>
</table>