



## **Request for Proposals (RFP)**

*Supported by the United States Department of Agriculture*

**RFP No.:** # RFP- FFPr Mauritania -20024 002  
**Issuance Date:** 4/26/2024  
**Question/Answer Period:** 5/10/2024  
**Closing Date/Time:** 5/31/2024

### **Request for Proposals for Mauritanian Horticulture Sector Geographic Information System and Remote Sensing Analysis**

Dear Applicants,

Partners of the Americas (POA) and the United States Department of Agriculture (USDA) are pleased to announce an RFP to complete a Mauritanian Horticulture Sector GIS and Remote Sensing Analysis.

USDA Food for Progress Mauritania (USDA FFPr Mauritania) is a five-year, \$15M project implemented by Partners of the Americas. The two main goals of USDA FFPr Mauritania are a) To increase agricultural productivity through the adoption of climate smart agriculture methods and technologies in the horticulture sector and b) To increase agricultural trade in the horticulture sector. The GIS and Remote Sensing Analysis will contribute to this by illustrating the status of the horticulture sector in Mauritania as well as identifying areas to increase sustainable production.

The intent of RFP is to award **one contract** of up to \$300,000 USD to selected proposal, pending the final evaluation process.

The USDA and POA reserve the right to fund any or none of the proposals submitted for consideration. Please refer to the following for a complete statement of goals and expected results.



<b>RFP Number:</b>	RFP-FFPr Mauritania 2024-002
<b>Description:</b>	GIS and Remote Sensing Analysis
<b>Date of Issue:</b>	April 26 2024
<b>Due Date for the Delivery of Proposals:</b>	May 31 2024 6 pm ET time
<b>Due date for Questions:</b>	May 10 2024 6 pm ET time
<b>Email for Questions:</b>	procurementmauritania@partners.net
<b>Email for Proposals:</b>	procurementmauritania@partners.net
<b>Funded by:</b>	The United States Department of Agriculture
<b>Implemented by:</b>	Partners of the Americas Inc. (POA)
<b>Expected Award Type:</b>	Fixed Price Purchase Order
<b>Source Selection Method:</b>	An award will be made based on the Trade Off (Best Value) Method. The award will be issued to the responsible and reasonable offeror who provides the best value to POA and its client using a combination of technical and cost/price factors.



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## Ethical and Professional Conduct Requirements

Partners of the Americas Inc. (POA) is committed to integrity in procurement and contracting, and only selects its suppliers based on objective business criteria, such as price and technical merit. POA expects suppliers to comply with our Standards of Professional Conduct. POA does not tolerate fraud, collusion between bidders, counterfeit proposals or offers, bribery or bribery. Any company or individual that violates these rules will be excluded from this acquisition and future acquisition opportunities, and both USDA and the Office of the Inspector General may be informed.

Employees and agents of POA are strictly prohibited from asking for or accepting money, fees, commissions, credits, gifts, tips, valuables or compensation from sellers or suppliers, current or potential, in exchange for business or as a reward for them. Employees and agents who engage in this conduct are subject to termination of their employment contract and will report to USDA and the Office of the Inspector General. In addition, POA will inform USDA and the Office of the Inspector General of any money offers, fees, commissions, credits, gifts, tips, valuables, or compensation to suppliers to obtain business.

Bidders responding to this Request for Proposal must include the following as part of the submission of their proposals:

- Disclose any close, family, or financial relationship with POA or project staff. For example, if a bidder's cousin is employed by the project, the bidder must indicate it.
- Disclose any family or financial relationships with other bidders submitting proposals. For example, if the parent of the bidder has a company that submits another proposal, the bidder must indicate it.
- Certify that the prices of the offer were determined independently, without consultation, communication or agreement with any other bidder or competitor in order to restrict competition.
- Certify that all information presented in the proposal and all supporting documentation are authentic and accurate.
- Ensure that POA's prohibitions against fraud, bribery and bribery are understood and accepted.

Please contact [compliance@partners.net](mailto:compliance@partners.net) to submit questions or concerns regarding the foregoing information or to report any potential violations. Potential violations can also be reported directly to POA.

By signing this proposal, the offeror confirms compliance with this standard and warrants that no attempts will be made to influence POA personnel or the government through bribes, gratuities, facilitation payments, kickbacks, or fraud. The offeror also acknowledges that violation of this policy may result in termination, reimbursement of disallowed funds for corrupt actions, and possible suspension and debarment by the U.S. Government.



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Any bidder feels that they have been treated unfairly or unjustly, they may submit a complaint or protest to POA Compliance Team at [compliance@partners.net](mailto:compliance@partners.net). You may request confidentiality on your request.

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## **Section I: Purpose**

POA, the implementer of the USDA FFPr Mauritania project, invites qualified offerors to submit proposals to supply and deliver a Mauritanian Horticulture Sector GIS and Remote Sensing Analysis in support of program implementation.

The Mauritanian horticulture sector is underdeveloped and there is a lack of data on production rates, potential, and sustainability. USDA FFPr Mauritania aims to improve horticulture production in the Senegal River Valley regions of Trarza, Brakna, Gorgol, Assaba and Guidimakha. One way this will be accomplished is by using innovative GIS and remote sensing technologies. USDA FFPr Mauritania will implement the Analysis to acquire maps and data on horticulture production, as well as concrete steps on how to increase productivity.

POA anticipates awarding a Fixed Price Purchase Order. This contract type is subject to change during the course of negotiations.

## **Section II: General Instructions to Offerors**

“Offeror”, “Contractor”, and/or “Bidder” means a firm proposing the work under this RFP. “Offer” and/or “Proposal” means the package of documents the firm submits to propose the work.

Offerors wishing to respond to this RFP must submit proposals, in English, in accordance with the following instructions. Offerors are required to review all instructions and specifications contained in this RFP. Failure to do so will be at the Offeror’s risk. If the solicitation is amended, then all terms and conditions not modified in the amendment shall remain unchanged.

Issuance of this RFP in no way obligates POA to award a contract. Offerors will not be reimbursed for any costs associated with the preparation or submission of their proposal. POA shall in no case be responsible for liable for these costs.

The designated POA Project Manager will inspect from time to time the services being performed to determine whether the activities are being performed in a satisfactory manner, and that all equipment or supplies are of acceptable quality and standards. The contractor shall be responsible for any countermeasures or corrective action within the scope of this RFP, which may be required by POA as a result of such inspection/review.

### **A. Submission**



Proposals must be submitted electronically in pdf or word documents and are due no later than May 31, 2024 at 6 pm ET to [procurementmauritania@partners.net](mailto:procurementmauritania@partners.net). Email submission must state the RFP number and title of the activity in the subject line of the email. Technical and cost proposals must be submitted in one (1) email.

The submission to POA of a proposal in response to this RFP will constitute an offer and indicates the Offeror's agreement to the terms and conditions in this RFP and any attachments hereto. POA reserves the right not to evaluate a non-responsive or incomplete proposal.

## **B. Proposal Cover Letter**

A cover letter shall be included with the proposal on the Offeror's company letterhead with a duly authorized signature and company stamp/seal using Annex A as a template for the format. The cover letter shall include the following items:

- The Offeror will certify a validity period of (enter the number of calendar days) days for the prices provided.
- Acknowledge the solicitation amendments received.
- Point of contact of the organization

## **C. RFP Questions**

Each Offeror is responsible for reading and complying with the terms and conditions of this RFP. Requests for clarification or additional information must be submitted in writing via email [procurementmauritania@partners.net](mailto:procurementmauritania@partners.net). No questions will be answered by phone. Any verbal information received from a POA employee or other entity shall not be considered as an official response to any question regarding this RFP.

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

## **Section III: Eligibility Information**

### **A. Prohibited Countries**

POA must verify the source and nationality of goods and services and ensure (to the fullest extent possible) that POA does not procure any goods or services from prohibited countries or any other restricted party on the [List of Specially Designated Nationals and Blocked Persons](#) maintained by the U.S. Treasury, [System of Award Management](#), or the [United Nations Security Designations List](#).

The current list of countries under comprehensive sanctions include Cuba, Iran, North Korea, Sudan, and Syria. Goods may not transit through or be assembled in comprehensive sanctioned origin or nationality countries, nor can the vendor be owned or controlled by a prohibited country.



## Section III: Scope of Work and Description of Contract Opportunity

### A. Scope of Work

The purpose of the Analysis is to use GIS and remote sensing technologies to gain insight into the horticulture sector in Mauritania. This data will be used to support farmers at different scales to improve their productivity and sustainability. Additionally, the Analysis will be used to attract investment into the horticulture sector. The primary focus crops of the Analysis will be potatoes and onions.

The GIS and remote analysis should present a characterization of the agro-ecological zones of the project area. This will include soil types, weather conditions, and other key factors that determine horticulture productivity.

Mapping existing horticulture production will be key to improving the long-term sustainability and productivity of the sector. Proposals should discuss ways to engage local universities, government, and agribusinesses to map horticulture production zones. Bidders should have experience working with relevant Mauritanian stakeholders to map agriculture production, specifically along the Senegal River Valley.

Proposals should address ways to map small and medium sized farms using drones, soil samples, and ground verification. ISET, a higher education institution in Rosso is a key partner for conducting soil samples, drone analysis, and GIS. Firms are encouraged to propose innovative ways to work with local higher education institutions like ISET. Mauritanian Government Ministries also use GIS, and prospective bidders are encouraged to collaborate with the Ministries of Agriculture, Livestock, the Environment and/or Mines in developing their proposals and recommending a system within the GRIM for better coordination, access and collaboration on GIS assignments and ultimate products.

Water use efficiency is a key component of the sustainability of the horticulture sector in Mauritania. Bidders should propose solutions to measure and map water resources. To the extent that it is possible, proposals cover ways to measure water use efficiency on farms at various scales. It is expected that the Analysis will collaborate with the Government of Mauritania to conduct water use assessments. Specifically, proposals should incorporate ways to work with SONADER, the water management agency under the Ministry of Agriculture.

The awarded firm will conduct capacity building with USDA FFPr Staff as well as relevant stakeholders such as government partners and cooperative members. Training sessions will cover how to interpret and use data generated from the Analysis. Capacity building sessions can be a remote, in-person, or a combination of both and should be done in French. Proposals should include examples of work increasing the capacity of local stakeholders.



Lastly, the selected firm will carry out a sustainability plan for the continuation of GIS and remote sensing. It will also propose where data from this study will be stored and open access guaranteed for all interested parties once the assessment is completed and approved. USDA FFPr Mauritania intends to find multiple dynamic ways that data will continue to be generated past the life of the project. Proposals should include sustainability of the Analysis and data generation such as Government of Mauritania support, storage, access, costs, private sector buy-in, and private agriculture provider use of data.

**B. Expected Results/Outcomes**

Proposals should address the following expected results:

- Mapping of production areas in the Senegal Rive Valley.
- Agro-ecological assessment of project area.
- Mapping of large farms.
- Productivity assessment of farms.
- Modeling of underdeveloped horticulture areas (will be provided by POA).
- Production modeling.
- Water flow analysis.
- Water use analysis.
- Train USDA FFPr Staff as well as relevant stakeholders in the use of technologies.
- Sustainability plan.

**C. Anticipated Timeline**

ACTIVITY*	TIME PERIOD
Mapping: - Horticulture production area mapping. - Agro-ecological assessment of project area.	June 2024
Commercial farm analysis - Mapping of large-scale horticulture farms. - Productivity assessment.	July 2024
Water use - Map annual water flow to production areas. - Measure water use efficiency. - Run-off calculations.	July 2024
Agriculture development - Map key areas to promote agriculture production. - Model agriculture productivity potential and translate into actionable deliverables (1 pagers, presentations, etc.).	August 2024
Capacity building	September - December 2024 and





<ul style="list-style-type: none"> <li>- Conduct training with USDA FFPr Mauritania staff and stakeholders on interpreting data. The training should be deliver in French.</li> <li>- Conduct training on generating new data with staff and relevant stakeholders.</li> </ul>	September - December 2025
Sustainability plan <ul style="list-style-type: none"> <li>- Develop and recommend ways to sustain GIS and remote sensing efforts within the horticulture sector.</li> <li>- Work with POA and stakeholders to create plan to continue activities after the life of project.</li> </ul>	January 2025 – February 2025

- All deliverables should be presented in English and French to ensure local partners in Mauritania will understand and use the different tools.

**D. Instructions for Technical Proposals**

The Technical proposals shall include the following contents:

1. Technical Approach - Description of the proposed services which meet or exceed the stated technical specifications or scope of work. The proposal must show how the Offeror plans to complete the work and describe an approach that demonstrates the achievement of timely and acceptable performance of the work. Additionally, the offeror must show its capacity to conduct the work both in English and French.
2. Management approach – Description of the Offeror’s staff assigned to the project. The proposal should describe how the proposed team members have the necessary experience and capabilities to carry out the Technical Approach and include resumes/CVs.
3. Past Performance –Provide a list of at least three (3) recent awards of similar scope and duration. The information shall be supplied as a table and shall include the legal name and address of the organization for which services were performed, a description of work performed, the duration of the work and the value of the contract, description of any problems encountered and how it was resolved, and a current contact phone number of a responsible and knowledgeable representative of the organization. Direct experience in Mauritania and/or Senegal or similar regions (e.g. Niger River) is preferred. Additionally, experience working with relevant Mauritanian entities such as the Ministry of Agriculture or local HEIs will be favored. Additionally, the sustainability of past projects and their status should be included. See Annex B.

**E. Instructions for Cost/Price Proposals**

The offeror shall provide a fully detailed budget and budget narrative on the template provided in Annex C. Offerors shall complete the template including as much detailed information as possible.



## Section IV: Award Information and Evaluation

### A. Estimate of Funds Available

The intent of this RFP is to contract up to \$300,000 USD to selected proposals, pending final evaluation. POA and the USDA reserve the right to fund any or none of the applications submitted.

### B. Period of Performance

Following the notification, POA will inform recipients of the next steps to formalizing and receiving the contract. The period of performance will be from June 2024 to February 2025.

### C. Responsibility Determination

POA will not enter into any type of agreement with an Offeror prior to ensuring the Offeror’s responsibility. When assessing an Offeror’s responsibility, the following factors are taken into consideration:

1. Provide evidence of the required business licenses to operate in the host country.
2. Have adequate financial resources to finance and perform the work or deliver goods or the ability to obtain financial resources.
3. Ability to comply with required or proposed delivery or performance schedules.
4. Have a satisfactory past performance record.
5. Have a satisfactory record of integrity and business ethics.
6. Have the necessary organization, experience, accounting and operational controls and technical skills.
7. Be qualified and eligible to perform work under applicable laws and regulations.

### D. Evaluation Criteria

Each proposal will be evaluated and scored against the evaluation criteria, which are stated in the table below.

<b>Evaluation Criteria</b>	<b>Evaluation Sub-criteria (if needed)</b>	<b>Maximum Points</b>
Technical Approach		35 points
Management Approach or Personnel Qualifications		20 points
Corporate Capabilities or Past Performance		20 points
Cost/Price Proposal		25 points
<b>Total Points</b>		<b>100 points</b>



POA will review all proposals, and make an award based on the technical and cost evaluation criteria stated above, and select the offeror whose proposal provides the best value to POA. POA may also exclude an offer from consideration if it determines that an Offeror is "not responsible", i.e., that it does not have the management and financial capabilities required to perform the work required. POA may award to an Offeror without discussions, therefore the initial offer must contain the Offeror's best price and technical terms.

## **E. Development and Ownership**

- A. **Development of Custom Product: GIS/Remote Sensing Study of Southern Mauritania (to include all or parts of Trarza, Brakna, Gorgol, Guidimaka and Assaba regions):** Vendor shall develop the Custom Product according to the specifications provided by Buyer.
- B. **Ownership:** It is expressly agreed that upon completion of the Custom Product, all rights, title, and interest in and to the Custom Product, including any associated intellectual property rights, shall vest exclusively in Buyer. The Custom Product will be accessible via internet to any interested parties once completed and approved.

## **Section V: Application and Submission**

### **A. Proposal Application Format**

Applications must not exceed a total of 25 pages and must utilize 12-pt Times New Roman font, single-spaced, typed in standard 8 ½" x 11" paper with one-inch margins, and each page numbered consecutively. Keep in mind the page limitations for each section of the proposal application as listed below. Any additional pages that exceed the page limitations will not be reviewed by the Review Committee.

- Cover Page (1 page)
- Table of Contents (1 page)
- Proposal narrative (10 pages max)
- Budget (no limit)
- Budget Narrative (no limit)
- Annexes (10 pages max)

### **B. Submission Process**

Proposals must be submitted in pdf to [procurementmauritania@partners.net](mailto:procurementmauritania@partners.net) by the deadline indicated on the cover page of this RFP. Applications that are received late or are incomplete will not be considered in the review process. **Applications may only be submitted in English.**



## Section VI: Terms and Conditions

- a) *Suspension & Debarment:* The successful bidder cannot be debarred, or suspended or not determined to be ineligible for award of a contract under the U.S. Government.
- b) *Executive Compensation Certification:* FAR 52.204-10 requires POA, as the prime contractor on U.S. Federal Government contracts, to report the compensation levels of the five most highly compensated subcontractor executives to the Federal Funding Accountability and Transparency Reporting System (FSRS) Subaward Reporting System.
- c) *Executive Order on Terrorist Financing:* The Contractor is reminded that U.S. Executive Orders and U.S. law prohibit transactions and the provision of resources and support to persons and organizations associated with terrorism. It is the legal responsibility of the Contractor / Recipient to ensure compliance with these Executive Orders and laws. Recipients may not engage in or provide resources or support to persons and organizations associated with terrorism. No support or resources may be provided to persons or entities appearing on the [List of Specially Designated Nationals and Blocked Persons](#) maintained by the U.S. Treasury, [System of Award Management](#), or the [United Nations Security Designations List](#).
- d) *Trafficking in Persons:* Trafficking in persons is prohibited for the Contractor (as defined in the Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children, supplementing the United Nations Convention against Transnational Organized Crime), procuring commercial sex and using forced labor during the period of this award.
- e) *Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions:* The Bidder certifies that it is currently in compliance and will continue to comply with FAR 52.203-11, Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions.
- f) *Organizational Conflict of Interest:* Bidder certifies that it will comply with FAR Part 9.5, Organizational Conflict of Interest. Bidder certifies that it is not aware of information concerning the existence of a potential organizational conflict of interest. The Bidder further certifies that if the Bidder is aware of information relating to the possible existence of a potential conflict, that Bidder shall immediately provide POA with a disclosure statement that describes this information.
- g) *Prohibition on Segregated Facilities:* Bidder certifies that it is in compliance with FAR 52.222-21, Prohibition on Segregated Facilities.
- h) *Equal Opportunity:* The Bidder certifies that it does not discriminate against employees or applicants for employment because of age, sex, religion, disability, race, creed, color, or national origin.
- i) *Labor Laws:* Bidder certifies that it complies with all local labor laws.
- j) *Federal Acquisition Regulation (FAR):* Bidder certifies that it is familiar with the [Federal Acquisition Regulation \(FAR\)](#) and is not in violation of the certifications required in the applicable FAR clauses, including but not limited to certifications related to lobbying,



kickbacks, equal employment opportunity, affirmative action, and payments to influence federal transactions.

- k) *Employee Compliance*: Bidder warrants that it will require all employees, entities, and persons performing services in connection with the performance of a POA Purchase Order to comply with the provisions of the Purchase Order and all federal, state, local, and regulatory laws in connection with the work associated therewith.

By submitting a proposals, applicants agree to fully comply with the above terms and conditions and all applicable U.S. federal government clauses contained herein, and will be required to sign these Representations and Certifications at the time of award.

**END OF THE REQUEST FOR PROPOSALS**



## Annex A

We, the undersigned, provide the enclosed quotation in accordance with the RFP # \_\_\_\_\_ issued on \_\_\_\_\_

Our enclosed quotation is for a total price of (XXXXXXXX) \_\_\_\_\_ (value in letters and numbers).

I certify a validity period of XX (days) for the prices provided in the attached quote.

Our quotation shall be binding on us subject to modifications.

We understand that POA is not obligated to accept the quotation received.

Company Name:

Address:

Name of Authorized Representative:

Position of Authorized Representative;

E-mail Address:

Phone:

Authorized person's signature:



**Checklist**

- Document 1: Annex A, completed
- Document 2: Detailed technical proposal
- Document 3: Detailed cost proposal
- Document 4: Documents of incorporation
- Document 5: Tax ID
- Document 6: Photocopy of the Legal Representative's Identity Card

**Annex B**

Include projects that best illustrate your work experience relevant to this RFP, sorted by decreasing order of completion date. Projects should have been undertaken in the past three years. Projects undertaken in the past six years may be taken into consideration at the discretion of the evaluation committee.

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