

Request for Proposals

RFP-ICED2-2018-007

**Activity Title: “Technical Assistance for the Provincial RUED (RUED-P)
Development Process”**

Issuance Date: July 9, 2018

Deadline for Receipt of Questions: July 23, 2018 at 17:00 WIB

Closing Date and Time: August 6, 2018 at 17:00 WIB

Issuance of this RFP does not constitute an award commitment on the Tetra Tech ES, Inc., nor does it commit to pay for any costs incurred in preparation or submission of comments/suggestions of a proposal. Proposals are submitted at the risk of the offerors. All preparation and submission costs are at the offeror’s expense.

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1. INTRODUCTION

The purpose of this RFP is to provide Technical Assistance for the Provincial RUED (RUED-P) Development Process within the Scope of Work (SOW) specified in the Attachment A – Technical Specification for the ICED2 funded by U.S Agency for International Development and implemented by Tetra Tech ES, Inc.

2. BIDDER'S QUALIFICATIONS

Bidder must provide the following information and references in order to be qualified for the procurement process:

1. Company's information, including official registered title, type of business, address, and contact person information.
2. A short description of the company and of past similar experience in providing the services described in the Attached A -Technical Specification.
3. Overall technical approach to fulfill the specifications defined in Attachment A – Technical Specifications.
4. Certification that company is not owned or controlled in total or in part by any entity of any government.
5. Certification by any subcontractor engaged by the company for this project that the subcontractor is not owned or controlled in total or in part by any entity of any other government.
6. The Offeror shall complete and sign the Representation and Certifications found in Attachments C to this document, and include them with the Offeror's proposal. Proposals that do not include these certifications will not be considered.

3. SOURCE, ORIGIN AND NATIONALITY RESTRICTIONS

The USAID authorized geographic code for the ICED 2 project is 937. The authorized geographic code for procurement of goods and services under this award shall be "937". Local procurements are to be accomplished in accordance with AIDAR 752.225-71 and ADS 311.

4. SUBMISSION OF PROPOSALS

All proposals are due on August 6, 2018 by no later than 17:00 local time in Jakarta, Indonesia. Proposals must be submitted via e-mail at the address Abdissa.workneh@tetrattech.com in the following formats: Adobe Acrobat and Microsoft Word and/or Excel.

All proposals must fully respond to the Technical Specifications enclosed as **Attachment A**, and must include quotes in the format provided in the **Attachment B - Table 1 – Budget**. Proposals received after the above-stated due date and time will not be considered for this procurement.

5. QUESTIONS AND CLARIFICATIONS

All questions or clarifications regarding this RFP must be in writing and submitted, in English, to Abdissa.workneh@tetrattech.com on July 23, 2018 no later than 17:00 local time in Jakarta, Indonesia. Questions and requests for clarification, and the responses thereto, will be circulated to all RFP recipients.

Note that if you did not receive the RFP directly from Tetra Tech, you should notify Tetra Tech of your intention to submit a proposal so that your organization is included in the dissemination of Questions and Responses. Only written answers from Tetra Tech will be considered official and carry weight in the RFP process and subsequent evaluation. Any answers received outside the official channel, whether received verbally or in writing, from employees or representatives of Tetra Tech, or any other party, will not be considered official responses regarding this RFP.

Offerors are prohibited from contacting Tetra Tech and/or ICED II personnel related to this solicitation except through submission of formal Questions and Clarification. Seeking information outside the formal Questions and Clarifications may result in the disqualification of an Offeror's proposal.

6. PROPOSALS PREPARATION INSTRUCTIONS

All Offerors must follow the instructions set forth herein in order to be qualified for the procurement process. If an Offeror does not follow the instructions set forth herein, the Offeror's proposal may be eliminated from further consideration or the proposal may be downgraded and not receive full credit under the applicable evaluation criteria. Offerors are responsible for the cost associated with preparing their proposal.

Technical and Cost Proposals must be submitted as separate files with clear file names. All proposals should be submitted in English.

Technical Proposal

The technical proposal (excluding CVs) shall not exceed 20 (twenty) pages. Proposals will be scored on a 100 point scale. Available points for each evaluation factor are given below. Offerors must address each evaluation factor.

The suggested outline for the technical proposal is stated below:

A. Organization's Information

1. Organization's information, including official registered title, type of business, list of offices if applicable, address, telephone, fax and website.
2. Organization's DUNS number
3. Authorized point of Contact with phone number(s) and email address
4. Experience of the firm of at least 5 years in the public and private sector

B. Company Technical Capability

Description of organization, including of activities/qualifications carried out similar to the scope of work requested.

C. Technical Approach

Present a narrative that describes how the Offeror would implement the tasks identified in the scope of work. This narrative must also include:

1. A management approach which describes how the Offeror will manage the delivery of the services and how the Offeror will interact with ICED2
2. A draft work plan that outlines the proposed activities over the course of the period of performance

3. Proposed performance indicators to measure the impact as a result of the Offeror’s assistance

Information which the Offeror considers proprietary, if any, should be clearly marked “proprietary” next to the relevant part of the text and it will then be treated as such.

D. Proposed Staff

Present a narrative that includes the following:

1. Team composition (names, specialties/area of expertise, position/role, etc.), with detailed bios, and task assignments to perform the activities described in the SOW.
2. Curriculum Vitae (CV) for all labor categories named in the Attachment A. (CVs shall be limited to 3 pages each) that describes their experience and lists the following:
 - a. Affiliation/Organization
 - b. Education
 - c. Years of Professional Experience
 - d. Relevant Experience to the SOW in this RFP
 - e. Fluency in Indonesian and English

In addition to presenting the CVs, bidders should complete and include the table below:

Proposed Personnel’s Name, Last Name	Proposed Position under this assignment	Qualification	Years of Professional Experience

E. Company Past Performance

Bidders should provide a summary of relevant studies or other assignments including the Title, Client, Date and a brief description. The qualifications section is limited to 5 of the most relevant studies or other assignments performed in the last 5 years, presented in the following table format. If the client is confidential, simply list “confidential”.

Title of Assignment	Description of the assignment and services provided	Client Name	Dates of Execution

Financial Proposal

A. Detailed Budget

Bidder shall complete the **Table 1 of the Attachment B “Detailed Budget”** in order to allow Tetra Tech ES, Inc. to compare all quotes and make a competitive selection. The budget should be provided in Excel format with unlocked cells.

A price must be provided for each project component to be considered compliant with this request. The price proposal should include the individual line items shown in the template, e.g., fully-burdened daily rates (including all fringe benefits, overhead, and fees), travel costs, and other direct costs. Offers must show unit prices, quantities, and total price. All items, services, etc. must be clearly labeled and included in the total offered price. The price proposal shall also include a budget narrative that explains the basis for the estimate of every cost element or line item. Supporting information must be provided in sufficient detail to allow for a complete analysis of each cost element or line item. Tetra Tech reserves the right to request additional cost information if the evaluation committee has concerns of the reasonableness, realism, or completeness of an Offeror’s proposed price.

Bidder shall provide unit pricing in *local Indonesia currency*. Prices quoted in this document shall be valid for a 30-day time period, include all taxes and other costs and the VAT tax originated in Indonesia.

B. 1420 Forms for the proposed personnel

For each staff member proposed, the Offeror shall submit a completed and signed USAID 1420 forms. USAID form 1420 can be downloaded here: <https://www.usaid.gov/forms/aid-1420-17>

C. Proposed Billing Rates Certification

Document on company letterhead certifying the labor rates being proposed are standard rates and have been previously billed to clients for similar work.

D. Representations and Certifications

These documents can be found in Attachments C of this RFP and must be submitted as part of the Cost Proposal.

Under no circumstances may cost information be included in the technical proposal. No cost information or any prices, whether for deliverables or line items, may be included in the technical proposal. Cost information must only be shown in the cost proposal.

7. EVALUATION CRITERIA

Award will be made to the bidder representing the best value in consideration of technical approach, past performance, proposed personnel, and schedule as well as price factors. Technical criteria are more important than cost, although prices must be reasonable and will be considered in the evaluation. Bidders are encouraged to provide a discount to their standard commercial rates.

Tetra Tech reserves the right to conduct discussions with selected bidder(s) in order to identify the best value offer. Award of any resulting Subcontract Agreement shall be made by Tetra Tech on a best

value basis. Tetra Tech reserves the right to request a test assessment from bidders to assess their qualifications.

The submitted technical information will be scored by an evaluation committee using the following technical evaluation criteria (100 points) and cost proposal (100 points). A fixed-price will be awarded to the technically acceptable offeror that submits the lowest price. The lowest cost proposal will receive the maximum score of 100 points.

Given the specific expertise required to perform the services in question only bids with a technical score of 50 points or more will be considered for evaluation of their cost proposals.

Proposals will be scored on a 100 point scale. Available points for each evaluation factor are given below.

Technical Proposal (100 points)

Evaluation Criteria for Technical Proposal		Points
I. Technical Approach		30
II. Past Performance		30
III. Personnel		30
IV. Schedule		10
TOTAL		100

I. Technical Proposal (100 Points)

The technical proposal (excluding CVs) shall not exceed 20 pages. Proposals will be scored on a 100 point scale. Available points for each evaluation factor are given below. Offerors must address each evaluation factor.

A. Technical Approach (30 Points)

The overall approach to fulfill the scope of work, including specific activities under each Task listed in Attachment A. The Technical Approach shall clearly identify sources of information and any expected limitations in terms of availability of information. Offeror should clearly indicate their proposed plan to work with both ICED II project as well as national and regional governments. It should also indicate what information regarding Indonesia will be needed to guide the Consultant’s work. Note, Tetra Tech will provide requested information on Indonesia to the extent it is available. If more than one person is involved in conducting the work, Consultant should clearly identify the responsibilities of each person. Technical Approach should be no more than 10 pages.

B. Past Performance (30 Points)

Refer to the description at section 6C.

C. Personnel (30 Points)

The Consultant/Firm shall provide a resume for the lead person responsible for doing the work, as well as any other persons offered for this assignment. Resumes shall be limited to 3 pages each, and should clearly identify the proposed position. Note that resumes are not included in the page limit for Technical Proposal and should be included in a separate annex.

D. Schedule (10 Points)

The Consultant/Firm shall provide the level of effort as well as the start, end and duration of each task. It should also show the proposed dates for submitting each of the deliverables.

II. Cost Proposal (100 Points)

Refer to the description at section 6D.

The lowest qualified financial proposal will receive the maximum score of 100 points. The other proposals will be scored inversely proportional to their price and computed as follows:

$$Sf = 100 * Fm/F$$

Sf = Financial Score of the proposal evaluated

Fm = the price of the lowest priced Financial Proposal among those qualified

F = is the price of the Financial Proposal under consideration

Bidder should submit a **Detailed Budget** reflecting the cost of completing the scope. Bidders shall complete the **Attachment B – Detailed Budget**. Labor rates quoted in this document shall be fully-burdened with all indirect costs, taxes and fee, if any. The period of performance is 12 months from award of a subcontract.

Tetra Tech reserves the right to conduct discussions with selected bidder(s) in order to identify the best value offer. Award of any resulting Subcontract Agreement shall be made by Tetra Tech on a best value basis, with evaluation of proposed price as well as proposed services and implementation schedule.

8. TERMS OF PAYMENT

Payment terms for the awarded Subcontract Agreement shall be net forty-five (45) days after satisfactory completion and acceptance and of services and deliverables. Payment shall be made by Tetra Tech ES, Inc. Indonesia via bank wire transfer.

9. DUNS NUMBER AND SAM.GOV REGISTRATION

If the proposed fixed price is above \$30,000, the successful bidder will be required to furnish a DUNS number and proof of SAM.gov registration within 24-48 hours of notice of award. Information regarding obtaining a DUNS number may be found here: <https://fedgov.dnb.com/webform>

10. NEGOTIATIONS

Best offer proposals are requested. It is anticipated that a subcontract will be awarded solely on the basis of the original offers received. However, Tetra Tech reserves the right to conduct discussions, negotiations and/or request clarifications prior to awarding a subcontract. Furthermore, Tetra Tech reserves the right to conduct a competitive range and to limit the number of offerors in the competitive range to permit an efficient evaluation environment among the most highly-rated proposals. Highest-rated offerors, as determined by the technical evaluation committee, may be asked to submit their best prices or technical responses during a competitive range.

11. MULTIPLE AWARD/NO AWARD

Tetra Tech ES, Inc. reserves the right to issue multiple awards. Tetra Tech ES, Inc. also reserves the right to issue no awards.

ATTACHMENT A – TECHNICAL SPECIFICATION

TECHNICAL SPECIFICATION

SCOPE OF WORK: Technical Assistance for the Provincial RUED (RUED-P) Development Process

PERIOD OF PERFORMANCE: August 2018 – August 2019

PLACE OF PERFORMANCE: Indonesia

1. Background

1.1. Existing RUED-P Development Process

Following the enactment of the Government Regulation 79/2014 on the National Energy Policy (Kebijakan Energi Nasional, or KEN), the National Energy Council (*Dewan Energi Nasional*, or DEN) is tasked to coordinate the development of the National Energy Plan (*Rencana Umum Energi Nasional*, or RUEN). Since its enactment, various activities have been conducted to translate KEN into a more detailed planning under RUEN. The guideline to prepare RUEN is stated in the Presidential Regulation (PR) 1/2014 issued in January 12, 2014. RUEN was officially promulgated as the PR 22/2017 on March 2017.

PR 1/2014 also stated that RUEN shall be followed by Provincial Energy Plan (*Rencana Umum Energi Daerah – Provinsi*, or RUED-P), which shall be completed within a year after the issuance of RUEN. DEN Secretariat General has extended the RUED-P submission date to mid-June 2018.

Further, article 4 of the PR 22/2017 states that DEN and Ministry of Energy and Mineral Resources (MEMR) shall provide guidance on the development of RUED drafts. A set of reference and guidelines have been distributed as the starter kit for all province in the National Workshop on the Kick Off of RUED during March 14-15, 2017.

ICED II has been taking part in the RUED development process by assisting the Ministry of Energy and Mineral Resources since 2016 in the preparation of initial provincial database, development of guidelines, and the capacity building sessions for the Facilitators and the Provincial Governments. ICED II also participated in the communication with other national stakeholders in the RUED-P development process. The lead counterpart of ICED II technical assistance for the development of RUED-P is the MEMR Planning Bureau. In addition to participating in the national process, ICED II also provides technical assistance to the RUED working groups in Aceh, North Sumatera, East Java and South Sulawesi provinces. In these four focus provinces, USAID ICED II team has been assisting the local teams in addressing technical constraints in their RUED-P development process, as well as facilitating communications between the local and national teams on both substance and administrative issues.

As of the date of this RFP issuance, all four focus provinces assisted by ICED II have completed an initial draft of their respective RUED-P. This is an important milestone in the national program of developing RUED-P, which marks the first major achievement in involving the sub-national governments in energy planning and implementation. It is an early result of a planning cycle consisted of (i) top-down instruction on developing the sub-national energy plans, (ii) the bottom-up response in the form of RUED-P documents, as well as (iii) series of training, dialogues, coaching and exercises along the process.

1.2. Special Considerations in RUED-P Development and Implementation

All provinces have submitted their respective RUED draft by mid-June 2018¹. The following considerations provides additional context to the RUED-P process from design to implementation:

- a. Several Provinces stated that the submission of their RUED-P initial drafts were aimed to meet the due date for progress marking, while noting that the documents still need some improvements. That means, there will be additional works by some provincial governments to refine the RUED drafts.
- b. The final draft of RUED-P will then enter the legislative process to become a Provincial Regulation (*Peraturan Daerah*) as stipulated in Law 12/2011 on the Establishment of Law and Regulation. This is a political process involving the Provincial Government and the local Parliament.
- c. The RUED-P or the programs/actions stated therein will need to be incorporated into the Provincial Medium Term Development Plan (RPJMD), which is necessary to ensure the support of provincial budget for the respective programs/activities.
- d. The RUED-P will also be contested with other provincial plans on energy, such as RAD GRK on Energy Sector, RUKD, and RAD SDGs number 7. Some form of alignment will take place, as they all applies to the same budget space.
- e. The national management of RUED-P development process will need to (i) ensure all provinces are able to complete their initial draft of RUED-P, (ii) analyze and provide inputs for the RUED-P submitted by each Provincial Governments, and (iii) obtain an aggregate yet differentiated figures resulted from the combined RUED-P, which is expected to become a reciprocal linkages between the national and sub-national energy policy and implementation review process.
- f. National priorities, programs and budget allocation will influence RUED-P implementation differently in each province. It is imperative for every provincial government to ensure the best match leading to maximum benefits for their people.

Points (a) to (d) relate to the sub-national level policy process. They may take place in a different order, in line with the local dynamics which likely to be affected by governor election process, appointment/replacement of government officials in the province, and restructuring of local government organization on energy. Point (e) is a national level process, while point (f) reflects the future full cycle of the process from point (a) through (e).

Regardless of the stage of RUED-P progress in each province, there are subsets of energy programs/activities listed in the existing RUED-P drafts that would be relevant for further advancement. Even before the RUED is established as a Provincial Regulation, certain energy programs/actions listed there may be an on-going or in the immediate work plan of the province. They may be part of key national programs/activities, or part of the local governments' top priority issues and therefore stated in other provincial plans.

1.3. ICED II Plan to Continue Supporting RUED-P Process

Taking into account the current progress status of the RUED-P development process and the above uncertainties in the process, ICED II is preparing for the next phase of its technical assistance in RUED-P process. While the specific scope of work will be defined together with the key counterparts, a general note for ICED II technical assistance in the sphere are as follows:

¹ Information from the General Secretary of the National Energy Council, June 21, 2018.

- At the national level, ICED II support will aim towards (i) providing tools to consolidate the RUED-P into a national-level information, which would allow for analytical works and other steps to implement the national and provincial plans, (ii) the development of a monitoring-evaluation-reporting (MER) framework, and (iii) facilitating knowledge sharing between national and provincial and among provinces.
- At the sub-national level, ICED II will aim towards the implementation of selected energy programs/activities to increase the share of energy supply from renewable energy and to improve electricity access or quality of electricity service in ICED II focus provinces or to support ICED II key counterparts. ICED II will use the draft of RUED-P as the main reference in selecting a few priority program/action to support, while recognizing the presence of other provincial energy plans (such as RAD GRK energy sector, RUKD, RAD SDG number 7).
- ICED II will facilitate knowledge sharing and capacity building to enhance the quality of energy planning and implementation process. This activity may involve both national and sub-national stakeholders.
- ICED II will support selected events at the national and sub-national levels, which are considered relevant to enhance the RUED-P process.

ICED II expects a more intensive engagement with the national management of RUED-P process and sub-national governments of the four focus provinces. Therefore, ICED II plans to involve a sub-contractor team to strengthen its technical assistance in the RUED-P development process.

2. Objectives

The objectives of ICED II support for the RUED-P development process are:

- a. To promote a systematic and comprehensive energy policy and plans;
- b. To promote a better-informed decision-making approach and implementation plan;
- c. To promote the inclusion of electricity access expansion and renewable energy deployment in the development and implementation of provincial energy plans.

The objectives of engaging a sub-contractor in ICED II assistance to the RUED- development process are:

- a. To provide additional technical resources for both ICED II and the MEMR Planning Bureau/Technical Team of P2RUED, aiming to address (i) an anticipated increase of request for assistance from provincial governments², (ii) the alignment of the national and provincial energy plans, and (iii) development of necessary framework for RUED-P implementation;
- b. It is part of ICED II sustainability plan of capacity building process for local institutions.

3. Scope of Work of the Sub-Contractor

Task 1: Support the RUED-P process at the national level

Activity 1.1: Serve as resource persons in the RUED meetings and capacity building events organized by or supported by MEMR/P2RUED and ICED II

² The RUED-P completion date is currently set for mid-June 2018. However, further refinements are highly likely as some provinces may be lag behind, some adjustments may be needed during the judicial process to become Provincial Regulation, and more details are necessary in the implementation stage.

Deliverables:

- a. Minutes of Meeting
- b. Serve as speakers, moderators, or facilitators
- c. Presentation materials

Activity 1.2: Participate in the development of RUED database, information system and other tools to facilitate the analysis of the provincial and national energy policy and plans.

Deliverables:

- a. Multi-region LEAP model(s) representing the RUED-P models submitted by the 34 provinces.
- b. Updated data sets and geospatial map of village electrification status in 34 provinces (existing data sets is based on “BPS Potensi Desa 2014”).
- c. RUED-P monitoring, evaluation and reporting concept and tools
- d. Manuals, Guidelines and other references related to RUED-P and the alignment of provincial energy plans

Activity 1.3: Analysis on RUED-P contribution to the national targets on electrification and renewable energy. [Identification of strategic challenges shall be stated in the proposal, while the analysis will be based on data and information resulted from Activity 1.2]

Deliverables:

- a. Analyses, including relevant methodologies, to address specific challenges (to be identified by the offeror)
- b. Report on the analysis.

Task 2: Support the RUED-P process at the provincial level

Activity 2.1: Provide technical assistance to ICED II focus provinces

Deliverables:

- a. Draft RUED East Java: capacity building related to LEAP model and results, program matrix and narrative; identify priority energy programs/activities for ICED II to support; facilitate towards implementation.
- b. Draft RUED South Sulawesi: capacity building related to LEAP model and results, program matrix and narrative; identify priority energy programs/activities for ICED II to support; facilitate towards implementation.

Activity 2.2: Participation in ICED II selected project implementation

Deliverables:

- a. Provide technical support as part of ICED II team in selected renewable energy and/or rural electrification project implementations in at least one province, including but not limited to the ICED II focus provinces.
- b. Documentation on lessons learned to relate the provincial energy plans and the project implementation.

Activity 2.3: Provide technical assistance to non-ICED II focus provinces, as part of a joint effort and cost-sharing of MEMR/P2RUED and ICED II.

Deliverables:

- a. Minutes of Meeting
- b. Serve as speakers, moderators, or facilitators
- c. Presentation materials

Task 3: Knowledge Sharing and Capacity Building

Activity 3.1: Facilitate a network of energy planners

Deliverables:

- a. Concept note, strategy and work plan of the network
- b. Database of government officials and non-government personnel involved in national and provincial energy plans.

Activity 3.2: Manage an electronic newsletter or other form of e-publication to disseminate information and share knowledge to encourage energy planning and implementation, and enhance its quality.

Deliverables:

- a. Concept note, work plan and design of the publication
- b. Database of the target audience
- c. Publication of at least four issues during the course of the contract

Task 4: Support for Energy Planning Events

Manage or support events related to RUED or Energy Planning. The sub-contractor will be responsible on the design of event, content of materials and presenting qualified speakers. ICED II will cover the cost of meeting package.

Deliverables:

- a. One national event.
- b. Two sub-national events.

4. Qualifications

Sub-contractor qualifications:

- a. Familiar with Indonesian energy policy and regulatory framework
- b. Familiar with good governance principles and its application in government planning process
- c. Have experience in energy planning processes in Indonesia, preferably RUED-P development process
- d. Have experience in using the Long range Energy Alternatives Planning (LEAP) model and electricity access planning tools
- e. Have experience on facilitating the process of translating national policy to provincial level policy or action
- f. Maintain an office in Jakarta

ATTACHMENT B – DETAILED BUDGET

PROPOSED DETAILED BUDGET

Proposed budget is in Fixed Price based on the following:

TABLE 1- Proposed Detailed Budget

TABLE 1. Overall Subcontract Budget

No	Description	Unit / LOE	Unit Cost in IDR	Total Cost IDR
1	Team Leader – Mr/Mrs A	xx Days	Rp xxx,	Rp xxx,
2	Consultant – Mr/Mrs B	xx Days	Rp xxx,	Rp xxx,
3	Consultant – Mr/Mrs C	xx Days	Rp xxx,	Rp xxx,
3	Expert – Mr/Mrs D	xx Days	Rp xxx,	Rp xxx,
4	Expert – Mr/Mrs E	xx Days	Rp xxx,	Rp xxx,
5	Airfare (return flight per person)	xx flights	Rp xxx,	Rp xxx,
6	Lodging (room/day/person)	xx days	Rp xxx,	Rp xxx,
7	Daily allowance while traveling	Xx days	Rp xxx,	Rp xxx,
8	Meetings	xx events	Rp xxx,	Rp xxx,
9	National event	1 event	Rp xxx,	Rp xxx,
10	Sub-National event	2 events	Rp xxx,	Rp xxx,
11	Other Direct Costs (ODCs)		Rp xxx,	Rp xxx,
	Total			Rp xxx,

*) LOE = Level of Efforts, budgeted number of days assigned for the work

Unit cost for salaries = fully loaded daily rate

Offeror is free to propose a team composition and LOE it feels is best suited to fulfill Scope of Work

TABLE 2. Milestones, Deliverables and Progress Payment Schedule

No.	Milestone / Deliverable	Percentage	Cost (IDR)	Deliverable Due Dates
1	Inception Report	10	Rp xxx,	30 days after the start date
2	Progress Report #1	20	Rp xxx,	95 days after the start date
3	Progress Report #2	20	Rp xxx,	185 days after the start date
4	Progress Report #3	20	Rp xxx,	275 days after the start date
5	Final Report	30	Rp xxx,	370 days after the start date
	Total	100	Rp xxx,	

Prices quoted must be valid for 30 days, and account for ALL remuneration, per diem, travel, communications, report reproduction and other out-of-pocket expenses, taxes and other costs, but including the VAT tax that may be originated in Indonesia. On this basis Tetra Tech will issue a **Fixed Price Subcontract**, and payment shall be based upon acceptance of services and deliverables described in the Attachment A.

ATTACHMENT C – REPRESENTATIONS AND CERTIFICATIONS

Bidder Representations and Certifications

1. Organizational Conflict of Interest Representation

The offeror represents, to the best of its knowledge and belief, that this award:
does [] or does not [] involve an organizational conflict of interest.

Please see FAR 52.209-8 for further explanation.

2. Data Universal Numbering System (DUNS) Number *(required if cost proposal is more than USD \$30,000)*

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(please use one box per number or dash)

3. Source and Nationality of Goods and Commodities

(i) This is to certify that the Bidder is:

- a. an individual who is a citizen or legal resident of _____.
- b. a corporation of partnership organized under the laws of _____.
- c. a controlled foreign corporation of which more than 50% of the total combined voting power of all classes of stock is owned by United States shareholders; or
- d. a joint venture or incorporated association consisting entirely of individuals, partnerships or corporations. If so, please describe separately the citizenship or legal status of the individuals, the legal status of the partnership or corporations, and the percentage (%) of voting power of the corporations.

(ii) This is to certify that the **Source** (the country from which a commodity is to be shipped from) of the Equipment to be supplied under this Order is:

--

name of country or countries

By signing below, the Bidder certifies that the representations and certifications made, and information provided herein, are accurate, current and complete.

Signature: _____ Date: _____

Name of and title of authorized signature: _____