



PANAGORAGROUP

REQUEST FOR QUOTATION (RFQ)

RFQ Number:	FY23-COL-RFQ001-Biodiversity
Issue Date:	February 24, 2023
Questions Due Date:	March 1, 2023, at 5:00 p.m. Bogotá time
Answers Due Date:	March 3, 2023, at 5:00 p.m. Bogotá time
Offers Due Date and Time:	March 10, 2023, at 5:00 p.m. Bogotá time
Description:	Acquisition of 60 Trap Cameras with their Accessories
For:	Monitoring, Evaluation, and Learning activity in Colombia (MEL activity)
Funded by:	United States Agency for International Development (USAID), Contract No. 72051419C00001
Implemented by:	Panagora Group
Type of Award:	Fixed Price Purchase Order
Place of Performance:	Bogotá, Colombia
Point of Contact:	contratos@panagoracolombia.net
Total Estimated Value:	COP \$115,000,000

ETHICAL AND BUSINESS CONDUCTS REQUIREMENTS

Panagora Group is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price and merit. Panagora expects suppliers to comply with our standards terms and conditions. Panagora does not tolerate fraud, collusion among offerors, or falsified proposals or bids. Any firm or individual violating these standards will be disqualified from this procurement and barred from future procurement opportunities. In addition, Panagora will inform USAID of any supplier offers of money, commissions, or gifts to obtain business. Employees and agents of Panagora are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, or object of value from current or potential vendors or suppliers in exchange for or as a reward for business. Offerors responding to this RFQ must disclose and include the following information as part of the proposal submission:

- Close, familial, or financial relationships with Panagora Group or activity staff. For example, if an offeror's cousin is employed by the activity, the offeror must state this.
- Disclose any family or financial relationship with other offerors submitting proposals. For example, if the offeror's father owns a company that is submitting another proposal, the offeror must state this.
- Certify that the prices in the offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
- Certify that all information in the proposal and all supporting documentation are authentic and accurate.
- Certify understanding and agreement to the vendor's prohibitions against fraud, bribery and kickbacks.

Please contact Operations@panagoragroup.net and contratos@panagoracolombia.net with any questions or concerns regarding the above information or to report any potential violations.

SECTION 1: GENERAL INSTRUCTIONS TO OFFERORS

1. **Introduction:**

Panagora Group is a woman-owned small US-based company that provides monitoring and evaluation services in the international development sector. Panagora Group SAS implements the USAID/Colombia Monitoring, Evaluation and Learning (MEL) Activity and is currently conducting an assessment on the potential effect that the different conservation activities of USAID/Amazonia Mía Activity may have on biodiversity in order to create decision-making tools for conservation management in the Colombian Amazon region. In order to carry out the methodological sampling design, the team requires trap cameras, an automatic device that will be used to capture photographic images and/or videos of animals in the wild to enable an analysis of the landscape connectivity of the study areas.

The purpose of this RFQ is to solicit quotations to provide the MEL Activity with 60 new trap cameras and their accessories to measure and monitor the diversity and connectivity of the landscape in the Colombian Amazon Region.

Offerors are responsible for ensuring that their offers are received by Panagora Group SAS in accordance with the instructions, terms, and conditions described in this RFQ. Failure to adhere with instructions described in this RFQ may lead to disqualification of an offer from consideration.

2. **Offer Deadline and Protocol:** Offers must be received no later than **March 10, 2023 at 5:00 PM** Bogotá, Colombia time, by email to contratos@panagoracolombia.net. Please reference the RFQ number in any response to this RFQ. Offers received after the specified time and date will be considered late and will not be considered.
3. **Questions:** Questions regarding the technical or administrative requirements of this RFQ may be submitted no later than **March 1, 2023 at 5:00 PM Bogotá, Colombia time** by email to contratos@panagoracolombia.net. Questions must be submitted in writing; phone calls will not be accepted. Questions and requests for clarification—and the responses thereto—that Panagora believes may be of interest to other offerors will be circulated to all RFQ recipients who have indicated an interest in bidding.

Only written answers issued by Panagora Group SAS will be considered official and carry weight in the RFQ process and subsequent evaluation. Any verbal or physical information received from other sources than the official channel established in the RFQ is not considered as an official response to any questions regarding this RFQ.

4. **Instructions for the Preparation and Submission of the quotations:** Offerors must submit full, accurate, and complete information as required by this solicitation. The RFQs must be submitted in Spanish. Panagora may determine an offer to be unacceptable if the offer does not comply with all the terms and conditions of this solicitation. Panagora will not pay for any preparation costs.

Panagora reserves the right to cancel or amend this request for quotation without further notice to any offerors. This request for quotation does not commit Panagora to issue a Purchase Order - PO to any prospective offerors responding to this RFQ.

All quotations will be evaluated against the evaluation criteria below. The Offeror with the lowest

cost may not necessarily be awarded the subcontract. Therefore, an award resulting from this RFQ will be made to the company that offers the greatest value to Panagora from a technical and cost standpoint in line with the specified evaluation criteria.

5. **Specifications:** Panagora SAS encourages Offerors to indicate their interest in this procurement by submitting a quotation according to the instructions contained within this RFQ. Panagora prefers to receive all of the commodities in one delivery but will accept two deliveries provided that the first delivery includes at least 30 cameras with their complete accessories.

All the equipment included in this RFQ must be new, in its original package and with the manufacturer warranties valid in the origin country and Colombia. The offeror must submit with its proposal a certification in which it commits to process the guarantees from its best knowledge, professionalism and commitment for at least 12 months period from the moment that the equipment is delivered and accepted by Panagora Group.

The technical specifications of the required products are as follows:

5.1. Trap Cameras

No	FEATURES	MINIMUM REQUIREMENTS
1	SHOOTING SPEED	0,4 Seconds
2	FLASH	Obligatory: White flash
3	PHOTO TYPE	Photographs must come out in color day and night.
4	MP	Minimum 20 MP
5	FLASH RANGE	up to 30 meters / 100 FT
6	VIDEO MODE	1920X1080 resolution at 30 fps (frame per second).
7	RAIN RESISTANT	Weatherproof
8	STRAPS	Must Include Tie Straps
9	HEAT AND MOTION SENSOR	Must include heat and motion sensor
10	BATTERIES	Batteries must be included
11	MEMORY	Should work with memory type SD. The SD Memories must have Class 10 UHS-10 of 100 MB/Sec (data read and write speed) and storage capacity of 32 GB. SDXC Memories or cards are not allowable
12	DISPLAY	ALPHANUMERIC LCD DISPLAY WITHOUT IMAGES
13	RECOVERY RATE	1 SECOND
14	BATTERY LIFE	The measurement will be constant for two months (60 days), the battery should last minimum this time resisting constant activities.
15	TAGGED PHOTOS	Date, time, temperature, and moon phase.
16	GPS	Include geo-tagging photos with coordinates.
17	LONG VIDEO	UP to 60 seconds
18	INTERNAL CAPACITY	32 GB
19	MEMORY CARD CAPACITY SUPPORTED	32 GB

5.2 Protective Case

The protective case is a metal case that covers the camera to avoid robbery, tampering, and damage of the trap camera and to protect the camera from wildlife and weather. The cases must include:

- Straps, anchors, or locks for easily installing and set up in different surfaces, including trees.
- A powder coated finish to prevent shine and oxidation.
- Ports for tree mounting and power accessories.

5.3. Security Cable Lock

A 6 ft (1.8 m) long adjustable locking cable and 5/16 in braided steel (8 mm) diameter for maximum strength and flexibility is sought. The cable locks must have:

- Protective vinyl coating that protects against scratches.
- Integrated key locking mechanism with pin providing superior resistance to theft.
- Oxidation resistant lock and vinyl coated cable providing superior resistance to weather and scratches.

5.4. Memory Card

SD 32 GB Memory Card. The SD memory cards must have Class 10 UHS-10 of 100 MB/Sec (data read and write speed) and storage capacity of 32 GB. SDXC Memories or cards are not allowable.

5.5 Batteries

Batteries must be included.

Please note that, unless otherwise indicated, stated brand names or models are for illustrative description only. An equivalent substitute, as determined by the specifications, is acceptable. The selected vendor must comply with US Government Section 889 policies.

6. **Quotations:** Quotations in response to this RFQ must be priced on a fixed-price, all-inclusive basis, including delivery and all other costs. Pricing must be presented in Colombian Pesos. According to the market study carried out by Panagora Group SAS, the **maximum budget for the procurement is One Hundred Fifteen Million Pesos (COP\$115,000,000)**. Proposals received from bidders that exceed the term established in this section will not be accepted. Offers must remain valid for not less than sixty (60) calendar days after the offer deadline.

Offerors are requested to provide quotations on their official quotation format or letterhead; in the event this is not possible, offerors may complete the table in Section 3.

In addition, offerors responding to this RFQ are requested to submit the following:

- Three (3) certifications of experience related to the purpose of this RFQ, the issue date of which must be within the 3 years immediately prior to the date of submission of the proposal.
- Identity documents of the offeror:
 - For Colombian entities, registration with the Chamber of Commerce and the Registro Único Tributario [Unique Taxpayer Registration Number] (RUT).
 - Photocopy of the ID of the offering entity's legal representative.
 - Certified financial statements for the last three (3) years for purposes of demonstrating financial solvency.
 - Bank Certificate
- Policy of seriousness of the offer for 10% of the total value of the proposal presented with a validity from the presentation of the offer.

7. **Delivery of the Trap Cameras:** The delivery location for the items described in this RFQ is **Panagora Group SAS, Cra 7 #74B-36, Piso 6, Edificio Calle 74 Bogotá, Colombia** . As part of its response to this RFQ, each offeror is expected to provide an estimate (in calendar days) of the delivery timeframe (after receipt of order). The delivery estimate presented in an offer in response to this RFQ must be upheld in the performance of any resulting purchase order.
8. **Source/Nationality/Manufacture:** All goods and services offered in response to this RFQ or supplied under any resulting award must meet **USAID Geographic Code 937** in accordance with the United States Code of Federal Regulations (CFR), [22 CFR §228](#). The cooperating country for this RFQ Colombia. Offerors may not offer or supply any commodities or services that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, Syria.
9. **Warranty:** Warranty service and repair within the cooperating country is required for all commodities under this RFQ. The warranty coverage must be valid on all commodities for a minimum of twelve (12) months after delivery and acceptance of the commodities, unless otherwise specified in the technical specifications.

All the equipment included in this RFP must be new, in its original package and with the manufacturer warranties valid in the origin country and Colombia. The offeror must submit with its proposal a certification in which it commits to process the guarantees from its best knowledge, professionalism, and commitment for at least 12 months period from the moment that the equipment is delivered and accepted by Panagora Group.

10. **Taxes and VAT:** In accordance with concept no. 011207 of February 22, 2002 granted by the Head of the Division of Tax Doctrine of the Legal Office of the *Dirección de Impuestos y Aduanas Nacionales* (DIAN), Goods and services purchased by Panagora Group SAS for the USAID-funded MEL activity are “exempt from any property or use tax... taxes on purchases or transfers; Any other taxes or similar charges that exist in Colombia” therefore your offer in pesos should not include VAT or any type of tax.
11. **Eligibility:** By submitting an offer in response to this RFQ, the offeror certifies that it and its principal officers are not debarred, suspended, or otherwise considered ineligible for an award financed by the U.S. Government. Panagora Group will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the U.S. Government.

Panagora will use the following criteria to determine the eligibility of the bidders:

- a) Only proposals received by eligible bidders in accordance with the provisions of paragraph 11.1 of this document will be accepted.
- b) The Offerors must be qualified under the criteria defined in number eight (8) of this Annex, which will certify that they accomplish all the requirements and have sent the complete proposal according to the methodology indicated in item 1 of this document.
- c) Successful Offerors will be vetted against U.S. Department of the Treasury’s OFAC List to ensure that the names of the Offeror (and individuals from those organizations who have been made known to them) to ensure their eligibility to receive US Government funds.

11.1. Eligible Proposals

The offeror must be an organization that is legally registered in Colombia and must provide proof of its establishment. The objectives of the organization must correspond to the specific objectives of the terms of reference. Joint ventures or consortia are not permitted, and the Selected Bidder is not permitted to engage their own Selected Bidders for the work under this RFTOP.

The offerors shall provide evidence of eligibility to the satisfaction of the contracting entity, verifying that:

- It is a legal entity;
- It has the legal capacity to enter into a contract;
- It is not insolvent or bankrupt, and its business activities have not been suspended pursuant to judicial proceedings for any of the aforementioned reasons;
- It has fulfilled its fiscal and legal obligations.
- Documents demonstrating that the offeror was established at least five (5) years prior and that its corporate purpose corresponds to the subject matter of the solicitation

11.2. Section 889 Form

The selected provider must sign a section 889 Form confirming whether they will be using/providing any telecommunications and/or video surveillance equipment or services from any of the following companies (or their subsidiaries and affiliates):

- a. Huawei Technologies Company
- b. ZTE Corporation
- c. Hytera Communications Corporation
- d. Hangzhou Hikvision Digital Technology Company
- e. Dahua Technology Company.

12. **Evaluation and Award:** The award will be made to a responsible offeror whose offer follows the RFQ instructions, meets the eligibility requirements, and is determined via a proposals analysis to be the best value based on application of the following evaluation criteria. Offerors are informed that Panagora will only evaluate proposals received from eligible bidders in accordance with the provisions of this RFQ and that meet or exceed the minimum technical requirements established in Number 5 – Specifications.

Proposals with partial fulfillment of requirements in Section 11 will not be evaluated.

The relative importance of each individual criterion is indicated by the number of points below:

I. Cost proposal (Quote for products) – 60 points

The highest score will be awarded to the proponent whose proposal is the most economical if it meets the requested technical requirements and offers all the required items; the other scores will be calculated under the DIRECT RULE OF THREE modality.

In the same way, to determine if the value of a proposal is realistic, Panagora Group SAS accepts the principles and methodologies established in the G-MOAB-01 - "GUÍA PARA EL MANEJO DE OFERTAS ARTIFICIALMENTE BAJAS EN PROCESOS DE CONTRATACIÓN" [[Guide for the management](#)]

[of artificially low offers in Procurement Processes](#)] of the “Agencia Nacional de Contratación Pública” [National Agency for Public Procurement] - Colombia Compra Eficiente (ANCP - CCE).

The cost/price must be reasonable, balanced and demonstrate realism in relation to the market.

II. Delivery Time – 30 points

The scores for Delivery Times are established as follows:

Delivery Time	Points
Between 1 -20 calendar days	30
Between 21 - 40 calendar days	15
Between 41 and up to 60 calendar days	0

Panagora Group SAS may accept proposals from bidders that include partial deliveries. Points related to delivery time points will be awarded as follows:

1. Only proposals with a maximum of TWO (2) Deliveries will be accepted. The first delivery may not be less than 50% of all the Trap Cameras with their Accessories, that is, the first delivery must be of at least 30 cameras with their complete accessories.
2. The scores will be assigned by a weighted calculation of the cameras per delivery and the delivery times and scores defined in this section. For example, if a bidder proposes a first partial delivery of 50% of the cameras during the first 20 calendar days and the rest, within a period between 21 and 40 calendar days, the score to be awarded would be as follows:

Delivery Time	Units	Points
• Between 1 - 20 calendar days	30	15
• Between 21 to 40 calendar days	30	7.5
• Between 41 and up to 60 calendar days		0
TOTAL	60	22.5

III. Payment – 10 points

The scores for payments are established as follows:

Payment	Points
One payment once the 60 trap cameras and their accessories are delivered and accepted	10
Payment in advance up to 30% maximum	5
Payment in advance higher than 30%	1

Please note that if there are significant deficiencies regarding responsiveness to the requirements of this RFQ, an offer may be deemed “non-responsive” and thereby disqualified from consideration. Panagora Group reserves the right to waive immaterial deficiencies at its discretion.

Panagora Group will select the successful vendor using a *Best Value approach*, considering technical, price factors, past performance, and delivery. Panagora Group procurement

specialist at its discretion may enter into negotiations with one or more offeror to discuss improvements in the quotation and cost deduction. Upon successful negotiation with the vendor, best-offer quotations will be requested. Panagora Group may cancel this RFQ at any time.

Please note that in submitting a response to this RFQ, the offeror understands that USAID is not a party to this solicitation and the offeror agrees that any protest hereunder must be presented—in writing with full explanations—to the USAID’s Monitoring, Evaluation & Learning – MEL activity for consideration, as USAID will not consider protests regarding procurements carried out by implementing partners. Panagora Group, at its sole discretion, will make a final decision on the protest for this procurement.

13. **Terms and Conditions:** This is a Request for Quotations only. Issuance of this RFQ does not in any way obligate Panagora Group, the MEL activity, or USAID to make an award or pay for costs incurred by potential vendors in the preparation and submission of a quotation.

This solicitation is subject to Panagora Group’s standard terms and conditions. Any resultant award will be governed by these terms and conditions; a copy of the full terms and conditions is available upon request. Please note the following terms and conditions will apply:

- a) Payment will only be issued to the entity submitting the offer in response to this RFQ and identified in the resulting award; payment will not be issued to a third party.
- b) Any award resulting from this RFQ will be firm fixed price, in the form of a purchase order.
- c) No commodities or services may be supplied that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, Syria.
- d) United States law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. The supplier under any award resulting from this RFQ must ensure compliance with these laws.
- e) The title to any goods supplied under any award resulting from this RFQ shall pass to Panagora Group following delivery and acceptance of the goods by Panagora Group. Risk of loss, injury, or destruction of the goods shall be borne by the offeror until title passes to Panagora Group.

SECTION 2: OFFER CHECKLIST

To assist offerors in preparation of proposals, the following checklist summarizes the documentation to include an offer in response to this RFQ. Proposals should be submitted **electronically in a single PDF file to the email addresses contratos@panagoracolombia.net**. Proposals must be signed by a person who is legally authorized to bind the organization and must contain:

1. Cover letter, signed by an authorized representative of the offeror (see Section 4 for template)
2. Official quotation, including specifications of offered printing services (see Section 3 for example format) must detail the technical characteristics that are being quoted.
3. Technical specifications of the equipment offered.
4. Three (3) certifications of experience related to the purpose of this RFQ, the issue date of which must be within the 3 years immediately prior to the date of submission of the proposal.
5. Identity documents of the offeror:
 - a. For Colombian entities, registration with the Chamber of Commerce and the Registro Único Tributario [Unique Taxpayer Registration Number] (RUT).
 - b. Photocopy of the ID of the offering entity's legal representative.
 - c. Certified financial statements for the last three (3) years for purposes of demonstrating financial solvency.
 - d. Bank Certificate
6. Policy of seriousness of the offer for 10% of the total value of the proposal presented with a validity from the date of presentation of the offer.
7. Proposals that come from natural persons will not be accepted. Also proposals presented by joint ventures, consortiums and other different forms of temporally unions among enterprises will not be accepted.

SECTION 3: SPECIFICATIONS AND TECHNICAL REQUIREMENTS

The table below contains the technical requirements of the commodities/services. Offerors are requested to provide quotations containing the information below on official letterhead or official quotation format. In the event this is not possible, offerors may complete this Section 3 and submit a signed/stamped version to Panagora Group

Line Item	Description and Specifications	Qty	Items and Specifications Offered	Unit Price COP	Total Price COP
1	Camera trap with its accessories White flash – 20 MP Specifications according number 4 – Specifications	60			
2	Protective metal case according number 4- Specifications	60			
3	Security cable lock according number 4-Specifications	60			
4	SD Memory of 32 GB according number 4 – Specifications	60			
5	Batteries	sufficient for the 60 cameras.			
Subtotal:					
Delivery Costs:					
Other Costs (Describe: _____):					
GRAND TOTAL - COP:					

Delivery time (after receipt of order): _____ calendar days

Notes:

Section 4: Decision and notification

The Offerors must submit their quotes in response to this RFQ no later than **March 10, 2023 at 5:00 PM Bogotá, Colombia time**, by email to contratos@panagoracolombia.net. Please reference the RFQ number in any response to this RFQ. Offers received after the specified time and date will be considered late and will not be considered.

All the documents and support documentation must be submitted in PDF format with signatures of the person legally authorized to sign for a Purchase Order for the scope and value proposed.

1. Confidentiality

Information regarding review, evaluation, comparison, and subsequent rating of the quotes and the recommendation for awarding the Purchase Order (PO) will not be revealed to offerors or other persons who have no official involvement in said process.

Any attempt by an offeror to influence Panagora SAS with respect to the review, evaluation, comparison, and subsequent rating of the quotes or awarding of the PO will result in that offeror's quote being rejected.

As soon as the period for reviewing quotes opens, if any of the offerors would like to contact the contracting entity about matters related to the solicitation process, they should do so in writing.

2. Clarifications regarding proposals

In order to assist in the review, evaluation, comparison, and subsequent rating of the proposals, Panagora SAS may, at its discretion, request clarifications from an offeror regarding its quote. Any clarifications presented by offerors which are not in response to a request by the contracting entity will be disregarded. Requests for clarification and responses thereto will be in writing.

3. Conformance of proposals

Panagora Group SAS's determination of the responsiveness of a quote will be based on the quote itself. A substantially responsive quote is one that fulfills the terms, conditions, and specifications of the solicitation without significant deviations, reservations, or omissions. A significant deviation, reservation, or omission is one that:

- Affects in a substantial manner the scope, quality, or performance of the items specified in the Purchase Order, or
- Limits in a substantial manner, in contradiction to the solicitation, Panagora SAS's rights or the offeror's obligations pursuant to the Purchase Order, or
- If corrected, would unfairly affect the competitive position of other offerors that present quotes that substantially conform to the requirements.

4. Preliminary review of proposals

Panagora SAS will review the quotes to confirm that all the documents that comprise the quote (the legal documents, the description of items, and the quote) have been submitted. It will likewise review the legal documents to determine the integrity of each of the documents presented.

If any of the legal documents required are missing, the proposal will be rejected.

5. Review of the terms and conditions

Panagora SAS will review the proposal to confirm that the offeror has accepted all the terms and conditions specified in the RFQ without any deviations or reservations. Once the terms and conditions have been reviewed, if Panagora SAS determines that the proposal does not substantially conform to the requirements, said proposal will be rejected.

6. Evaluation of proposals

Panagora SAS will evaluate each quote that has been determined up to that stage of the evaluation to substantially conform to the requirements requested.

To evaluate a proposal, Panagora SAS will use all the methods and criteria defined in this RFQ. No other criteria or methodology will be allowed. Panagora SAS will evaluate the technical aspects of the items included in the quote in keeping with this RFQ.

7. Cancellation of the solicitation

Panagora SAS reserves the right to cancel the RFQ process and reject all the quotes at any time prior to awarding the Purchase Order, without incurring any obligation to offerors for this reason.

8. Award criteria

The quote that obtains the highest value in result of the evaluation process will be awarded with a PO for the cost proposed by the selected offeror.

9. Notification of the PO

Prior to expiration of the quote validity period, Panagora SAS will notify the successful offeror in writing that its quote has been accepted. At the same time, Panagora SAS will also notify the other offerors of the results of the solicitation.

10. PO signing

Immediately following the notification, Panagora SAS will send the successful offeror the Purchase Order documents. Within five (05) days of receiving said contract documents, the winning offeror is to sign, date, and return them to Panagora SAS.

SECTION 5: OFFER COVER LETTER

The following cover letter must be placed on letterhead and completed/signed/stamped by a representative authorized to sign on behalf of the offeror:

Monitoring, Evaluation and Learning – MEL Activity
Panagora Group
Cra 7 #74B-36, Piso 6. Edificio Calle 74
Bogotá, Colombia

Reference: RFQ No. 1314-ACQUISITION OF 60 TRAP CAMERAS WITH THEIR ACCESORIES

To Whom It May Concern:

We, the undersigned, hereby provide the attached offer to print all the coffee books required to complete the activities and requirements as described in the above-referenced RFQ. Please find our offer attached.

We hereby acknowledge and agree to all terms, conditions, special provisions, and instructions included in the above-referenced RFQ. We further certify that the below-named firm—as well as the firm’s principal officers and all commodities and services offered in response to this RFQ—are eligible to participate in this procurement under the terms of this solicitation and under USAID regulations.

Furthermore, we hereby certify that, to the best of our knowledge and belief:

- We have no close, familial, or financial relationships with any Panagora Group or the Technical Support Services activity staff members.
- We have no close, familial, or financial relationships with any other offerors submitting proposals in response to the above-referenced RFQ; and
- The prices in our offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition.
- All information in our proposal and all supporting documentation is authentic and accurate.
- We understand and agree to Panagora Group’ prohibitions against fraud, bribery, and kickbacks.

We hereby certify that the enclosed representations, certifications, and other statements are accurate, current, and complete.

Authorized Signature: _____ Date: _____

Name and Title of Signatory Company Name: _____

Company Address: _____

Company Telephone _____ and Website: _____

Company Registration or Taxpayer ID Number: _____

Does the company have an active bank account (Yes/No)? _____

Official name associated with bank account (for payment): _____