



USAID Financial Sector Transformation Project (FST)
Request for Proposals (RFP)

No. REQ-KYV-21-0037

**NATIONAL ON-EXCHANGE TRADING IN CAPITAL AND COMMODITY MARKETS
IN UKRAINE (NEXT-UA) FEASIBILITY STUDY**

Issue Date: March 31, 2021

NOTICE: Prospective Offerors who have received this document from a source other than the USAID Financial Sector Transformation Project, 33B, Shevchenka Boulevard, Kyiv, Ukraine, Procurement_FST@dai.com, are advised to contact Procurement_FST@dai.com and provide their name and mailing address to make sure that amendments to the RFP or other communications can be sent directly to them. Any amendments and updates to this solicitation will be sent to all registered participants by email.

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Synopsis of the RFP

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| RFP No. | RFP No. REQ-KYV-21-0037 |
| Issue Date | March 31, 2021 |
| Title | Feasibility study on National on-exchange trading in capital and commodity markets in Ukraine (NEXT-UA) concept |
| Issuing Office & Email for Submission of Proposals | USAID Financial Sector Transformation Project, 33B, Tarasa Shevchenko Boulevard, Kyiv, Ukraine, ProcurementFSTInbox@dai.com |
| Deadline for Receipt of Questions | Questions regarding the RFP should be submitted via email to Procurement_FST@dai.com not later than April 13, 2021 18:00 Kyiv time |
| Deadline for Receipt of Proposals | Final proposals should be submitted electronically in PDF format via email to DAI no later than April 21, 2021 18:00 Kyiv time to the following address ProcurementFSTInbox@dai.com . Cost proposal should be separated from the technical. 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 |
| Point of Contact | Procurement_FST@dai.com |
| Anticipated Award Type | Firm Fixed Price Subcontract |
| Basis for Award | Awards will be made based on the Trade Off Method. The award will be issued to the responsible and reasonable Offeror(s) who provides the best value to DAI and its client using a combination of technical and cost/price factors |

1. Introduction and Purpose

1.1 Purpose

The purpose of this RFP is to select an organization/company to conduct a study that focuses on the development of the trading venue and the entire post-trade infrastructure block for capital markets and organized commodity markets. The main question that is expected to be addressed in the feasibility study is how financially and economically expedient it is to create such trading and post-trading entities given currently underdeveloped markets in Ukraine. To do so, the chosen Vendor will have to make various financial analyses and forecasts, as well as analyze the investment structure and ultimately the effect NEXT-UA will have on the Ukrainian economy.

A detailed statement of the technical task is found in Attachment A: Scope of Work for Services or Technical Specifications herewith

1.2 Issuing Office

The Issuing Office noted above is the sole point of contact at DAI for purposes of this RFP. Any prospective Offeror who fails to register its interest with this office assumes complete responsibility in the event that it does not receive direct communications (amendments, answers to questions, etc.) prior to the closing date.

1.3 Type of Award Anticipated

DAI anticipates awarding a Firm Fixed Price Subcontract.

A Firm Fixed Price Subcontract is an award for a total firm fixed price for the provision of specific services, goods, or deliverables and is not adjusted if the actual costs are higher or lower than the fixed price amount.

This RFP does not obligate DAI to execute a subcontract nor does it commit DAI to pay any costs incurred in the preparation and submission of the proposals. Furthermore, DAI reserves the right to reject any and all proposals, if such action is considered to be in the best interest of DAI.

2. General Instructions to Offerors

2.1 General Instructions

“Offeror”, “Subcontractor”, 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.

“Finalist” means an Offeror who has been selected and invited to Stage 2 (Finalists Presentation) of the selection process.

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 DAI to award a subcontract or purchase order. Offerors will not be reimbursed for any costs associated with the preparation or submission of their proposal. DAI shall in no case be responsible or liable for these costs.

Proposals are due no later than April 21, 2021 Kyiv time, to be submitted via procurement email ProcurementFSTInbox@dai.com. The RFP number REQ-KYV-21-0037 and title of the activity (National on-exchange trading in capital and commodity markets in Ukraine (NEXT-UA) concept feasibility study) must be stated in the subject line of the email, cost and technical proposals shall be

submitted in different files in PDF format. The email size should not exceed 10 MB. Late offers will be rejected except under extraordinary circumstances at DAI's discretion.

The submission to DAI 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. DAI reserves the right not to evaluate a non-responsive or incomplete proposal.

2.2 Proposal Cover Letter

A Cover Letter shall be included with the proposal on the Offeror's personal or company letterhead with a duly authorized signature and company stamp/seal (if applicable) using Attachment B as a template for the format. The cover letter shall include the following information:

- Name and type of the company or organization.
- Address, phone, email.
- Certification the validity period of the offer.
- Certification to comply with the proposed delivery or performance schedule.
- Certification that the company has adequate financial resources to perform the work without obtaining advances from DAI.

Other required documents that shall be included as attachments to the cover letter:

- Copy of company registration or incorporation in the public registry.
- Copy of company tax registration, or equivalent document.

2.3 Questions regarding the RFP

Requests for clarification or additional information must be submitted in writing via email to the Issuing Office as specified in the Synopsis above. No questions will be answered by phone. Any verbal information received from a DAI or FST 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 by e-mail to all registered Bidders after the deadline for receiving questions.

3. Instructions for the Preparation of Technical Proposals

Technical proposal PDF file shall be clearly named as "VOLUME I: TECHNICAL PROPOSAL".

The technical proposal can provide for individual performance or consortium of firms and shall comprise the following parts:

Part 1: Technical Approach (10 pages).

The Offeror's proposal must detail the Offeror's technical approach, including the proposed methodology, sources, interview subjects, interview sites, schedule, implementation plan, and other specific tasks the Contractor will undertake. The proposal must clearly describe the Offeror's understanding of the methodological approach towards the study, methods of investigation, and analysis. The proposal must note planned interviews and identify resources to be utilized. The proposal shall also identify any areas of support required technical assistance. This part may not exceed 10 pages.

Part 2: Management, Key Personnel, and Staffing Plan (3 pages).

This part may not exceed 3 pages per one company. CVs for key personnel must be included in an annex to the technical proposal and will not count against the page limit. However, no individual CV may be more than three (3) pages.

Please describe how proposed staff will work collaboratively to achieve Offeror's proposed technical approach to the scope of work.

Offerors may suggest key personnel, specify their roles, and provide justification for each additional team member proposed.

Part 3: Corporate Capabilities, Experience, and Past Performance (3 pages).

Part 3 must include a description of the company and organization, with appropriate reference to any parent company and subsidiaries. Offerors must include details demonstrating their experience and technical ability in implementing the technical approach/methodology and the detailed work plan. Additionally, Offerors must include three past performance references of similar work (under contracts or subcontracts) previously implemented as well as contact information for the companies for which such work was completed. Contact information must include at a minimum: name of point of contact who can speak to the Offeror's performance, name and address of the company for which the work was performed, and email and phone number of the point of contact.

3.1 Services Specified

For this RFP, DAI requires the services to comply with Attachment A (Scope of Work for Services or Technical Specifications).

3.2 Technical Evaluation Criteria

Technical proposals will be evaluated against the following criteria:

| Evaluation Criteria | Evaluation Sub-criteria (if needed) | Maximum Points |
|--|---|----------------|
| <i>Technical Approach</i> | | |
| | Does the proposal clearly explain, understand, and respond to the objectives of the project as stated in the scope of work? | 10 points |
| | Does the proposal clearly describe the Offeror's understanding of the methodological approach towards conducting a study, methods of investigation, and planned data collection and analysis? | 15 points |
| | | 25 points |
| <i>Qualification of Proposed Experts and Key Personnel</i> | | |
| | Does the Offeror propose a qualified team of experts with demonstrated ability to perform required tasks? | 25 points |
| <i>Corporate Experience and Past Performance</i> | | |
| | Does the company have experience on services of similar nature and/or scope of work? | 30 points |
| | Total Points | 80 points |

4. Instructions for the Preparation of Cost/Price Proposals

Cost/Price proposals PDF file shall be clearly named as “VOLUME II: COST/PRICE PROPOSAL”.

The cost proposal is used to determine which proposals represent the best value and serves as a basis of negotiation before award of a subcontract.

The price of the subcontract to be awarded will be an all-inclusive fixed price. No profit, fees, taxes, or additional costs can be added after award. Nevertheless, for the purpose of the proposal, Offerors must provide a detailed budget showing major line items, e.g. salaries, allowances, travel costs, other direct costs, indirect rates, etc., as well as individual line items, e.g. salaries or rates for individuals, different types of allowances, rent, utilities, insurance, etc. Offers must show unit prices, quantities, and total price. All items, services, etc. must be clearly labeled and included in the total offered price. All cost information must be expressed in USD.

Cost will primarily be evaluated for realism, reasonableness and structural coverage of all activities. This evaluation will consist of a review of the cost portion of an Offeror's application to determine if the overall proposed cost is realistic for the work to be performed, if the costs reflect the Offeror's understanding of the requirements, and if the costs are consistent with the Technical Proposal.

See Attachment C for a sample budget structure.

The cost 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. DAI reserves the right to request additional cost information if the evaluation committee has concerns about the reasonableness, realism, or completeness of an Offeror's proposed cost.

If it is an Offeror's regular practice to budget indirect rates, e.g. overhead, fringe, G&A, administrative, or other rate, Offerors must explain the rates and the rates' base of application in the budget narrative. DAI reserves the right to request additional information to substantiate an Offeror's indirect rates.

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.

5. Basis of Award

5.1 Best Value Determination and Selection Process

DAI will review all proposals, and make awards based on the technical evaluation criteria stated below, and the cost proposal evaluation. Each complete proposal will be scored according to the scale presented in the table below. In the overall evaluation of proposals, technical evaluation factors, in combination, are considered significantly more important than price factor.

| Evaluation Criteria | Maximum Points |
|---|----------------|
| Technical Approach (Proposed methodology, sources, implementation plan, any specific tasks, etc.) | 25 |
| Qualification of Proposed Experts and Key Personnel (Experts CVs, relevant background and roles) | 25 |
| Corporate Experience and Past Performance (Experience, technical ability, references) | 30 |
| Cost Proposal (Budget) | 20 |
| Total | 100 |

The Tender Committee members evaluate the technical proposals based on the selection criteria by assigning points among the highest total possible for each criterion as indicated in the above table.

The number of points for the "Cost Proposal" criterion is calculated as follows:

$K_i = k * P_{min} / P_i$, where

k - the maximum number of points for the "Cost" criterion;

P_{min} - minimum price offered by the Offerors;

P_i - the price offered by the Offeror, whose proposal is under evaluation.

Awards will be made to responsible Offerors, whose proposals receive the highest score.

DAI 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 technical capabilities required to perform the work required.

5.2 Responsibility Determination

DAI 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. Companies or organizations, whether for-profit or non-profit, must be legally registered.
2. Companies or organizations, whether for-profit or non-profit, shall be requested to provide a DUNS number if selected to receive a sub-award valued at USD\$30,000 or more, unless exempted in accordance with information certified in the Evidence of Responsibility form included in the required certifications in Attachment E.
3. Be qualified and eligible to perform work under applicable laws and regulations.
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. Have the necessary production, construction and technical equipment and facilities if applicable.
8. Be qualified and eligible to perform work under applicable laws and regulations.

6. Anticipated post-award Deliverables

Upon award of a subcontract, the deliverables detailed in the table below will be submitted to DAI, according to the time frame proposed by the Subcontractor. In view of tasks foreseen for each stage, the Subcontractor shall report, recommendations, summaries and handouts in the format prepared for publishing (electronic and hard copies).

| No | Description | Due Date |
|----|---|------------------|
| a) | Evaluation of current and potential market sizes (first draft) | [28 May 2021] |
| b) | Evaluation of current and potential market sizes (final version) | [11 June 2021] |
| c) | CCP and TR cost-benefit analysis (first draft) | [18 June 2021] |
| d) | CCP and TR cost-benefit analysis (final version) | [30 June 2021] |
| e) | CSD cost-benefit analysis (first draft) | [18 June 2021] |
| f) | CSD cost-benefit analysis (final version) | [30 June 2021] |
| g) | Evaluation of the NEXT-UA's effect on Ukraine's economy and macroeconomic indicators (final version) | [02 July 2021] |
| h) | Analysis on how to structure post-trade element and how to perform investments in post-trade infrastructure (first draft) | [09 July 2021] |
| i) | Analysis on how to structure post-trade element and how to perform investments in post-trade infrastructure (final version) | [23 July 2021] |
| j) | Analysis on how to structure trade element in NEXT-UA and how to perform investments in in such trade element (first draft) | [09 July 2021] |
| k) | Analysis on how to structure trade element in NEXT-UA and how to perform investments in in such trade element (final version) | [23 July 2021] |
| l) | Analysis on financial benefits/downsides of creation and including a Service Company into NEXT-UA (first draft) | [30 July 2021] |
| m) | Analysis on financial benefits/downsides of creation and including a Service Company into NEXT-UA (final draft) | [06 July 2021] |
| n) | Summary on NEXT-UA commercial viability and financials (first draft) | [13 August 2021] |
| o) | Summary on NEXT-UA commercial viability and financials (final version) | [25 August 2021] |

7. Inspection & Acceptance

All deliverables are subject to approval by DAI and considered final upon DAI approval. DAI reserves up to 20 working days to provide written comments on the deliverables from the selected Offeror.

8. Compliance with Terms and Conditions

8.1 General Terms and Conditions

Offerors agree to comply with the provisions for Obtaining a Duns Number for an award resulting from this RFP (Attachment F). The selected Offeror shall comply with all representations and certifications of compliance listed in Attachment E.

8.2 Source and Nationality

Geographic Code 110:

DAI must verify the source and nationality of goods and services and ensure (to the fullest extent possible) that DAI does not procure any goods or services from prohibited countries listed by the Office of Foreign Assets Control (OFAC) as sanctioned countries. OFAC sanctioned countries may be searched within the System for Award Management (SAM) at www.SAM.gov. 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. DAI is prohibited from facilitating any transaction by a third party if that transaction would be prohibited if performed by DAI.

By submitting a proposal in response to this RFP, Offerors confirm that they are not violating the Source and Nationality requirements of the goods or services being offered and that the goods and services comply with the Geographic Code and the exclusions for prohibited countries outlined above.

8.3 Data Universal Numbering System (DUNS)

There is a **mandatory** requirement for your organization to provide a DUNS number to DAI. The Data Universal Numbering System is a system developed and regulated by Dun & Bradstreet (D&B) that assigns a unique numeric identifier, referred to as a "DUNS number" to a single business entity. Without a DUNS number, DAI cannot deem an Offeror "responsible" to conduct business with and therefore, DAI will not enter into a subcontract/purchase order or monetary agreement with any organization. The determination of a successful offeror/applicant resulting from this RFP/RFQ/RFA is contingent upon the winner providing a DUNS number to DAI. Offerors who fail to provide a DUNS number will not receive an award and DAI will select an alternate Offeror.

All U.S. and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$30,000 and above **are required** to obtain a DUNS number prior to signing of the agreement. Organizations are exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. DAI requires that Offerors sign the self-certification statement if the Offeror claims exemption for this reason.

For those required to obtain a DUNS number, see Attachment F - Instructions for Obtaining a DUNS Number - DAI'S Vendors, Subcontractors

For those not required to obtain a DUNS number, see Attachment G: Self Certification for Exemption from DUNS Requirement

9. Procurement Ethics

Neither payment nor preference shall be made by either the Offeror, or by any DAI staff, in an attempt to affect the results of the award. DAI treats all reports of possible fraud/abuse very seriously. Acts of fraud or corruption will not be tolerated, and DAI employees and/or subcontractors/grantees/vendors who engage in such activities will face serious consequences. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Offeror or the DAI staff may report violations to the Toll-Free Ethics and Compliance Anonymous Hotline at +1 855-603-6987, via the DAI website, or via email to FPI_hotline@dai.com. DAI ensures anonymity and an unbiased, serious review and treatment of the information provided. Such practice may result in the cancellation of the procurement and disqualification of the Offeror's participation in this, and future, procurements. Violators will be reported to USAID, and as a result, may be reported to the U.S. Department of Justice to be included in a Restricted Parties list, preventing them from participating in future U.S. Government business.

Offerors must provide full, accurate and complete information in response to this solicitation. The penalty for materially false responses is prescribed in Section 1001 of Title 18 of the United States Code.

In addition, DAI takes the payment of USAID funds to pay Terrorists, or groups supporting Terrorists, or other parties in exchange for protection very seriously. Should the Terrorist, groups or other parties attempt to extort/demand payment from your organization you are asked to immediately report the incident to DAI's Ethics and Compliance Anonymous Hotline at the contacts described in this clause.

By submitting an offer, Offerors certify that they have not/will not attempt to bribe or make any payments to DAI employees in return for preference, nor have any payments with Terrorists, or groups supporting Terrorists, been attempted.

10. Attachments

10.1 Attachment A: Scope of Work for Services or Technical Specifications

PURPOSE

The purpose of this feasibility study is to analyze, evaluate and advice on the structuring, functioning and commercial viability of NEXT-UA (National On-Exchange Trading in Capital and Commodity Markets in Ukraine).

BACKGROUND & JUSTIFICATION

Currently, Ukrainian capital and organized commodity markets are underdeveloped. The only financial instruments that are actively traded are government bonds. But in the new post COVID-19 paradigm, Ukraine will need to out-compete other countries by providing compelling investment opportunities, attractive capital and commodity markets, financial and risk management instruments, and exit opportunities. Ukraine has a strategic geographical location and a leading regional position in the production of grains, sunflower oil, electricity, and gas. Capital and commodity markets development could be the key driver to increase foreign direct investment. This is the idea behind the concept of a multi-asset capital and organized commodity market exchange and related infrastructure – NEXT-UA.

It is envisioned that NEXT-UA will consist of the following elements:

Multi-asset trading venue(s) (exchange(s)) which would host trading of various assets (financial instruments, energy and agriculture products, etc.).

Majority privately owned by international financial institutions, private investors (international and domestic) with significant state involvement, with a strong governance structure.

Post-trade infrastructure that includes a Central Counterparty (CCP), a Central Securities Depository (CSD) and a Trade Repository (TR).

Advisory board that will advise on best international practices, ensure a professional market environment, and promote a strong regulatory regime and help increase the regulators' capacity.

Investor relations bureau which would act as a single foreign investor registration site, where, in addition, market participants and other investors will receive appropriate assistance.

Arbitration center that will provide specialized neutral, efficient, and fair dispute resolution services including arbitration, mediation, and other alternative dispute resolution mechanisms in accordance with international best practices for disputes arising out of the activities and operations of the NEXT-UA.

Service company (optionally), established by private investors and/or international financial organizations/donors, that will own the trading and/or clearing software procured by the international financial organizations/donors and that will (1) provide license/rights to trading exchange/CCP to use the trading and/or clearing software owned by it; and (2) provide administrative, IT, legal, and other services to each of the entity within the NEXT-UA holding company.

The USAID Financial Sector Transformation Project, implemented by DAI Global LLC (hereinafter "FST" or "DAI") supports the development of capital and commodities market in Ukraine. Accordingly, FST is looking for a qualified investment and legal consulting firm (or a consortium of firms) to perform a NEXT-UA feasibility study. The study will review and analyze current market

conditions, perform cost analyses of certain NEXT-UA elements, and provide recommendations on the appropriate structuring model for trade and post-trade entities.

TASKS

The feasibility analysis should consist of the following tasks and subtasks, subject to discussion and negotiation.

Task 1. Market analysis

The Vendor is expected to analyze the existing market for securities, FX and commodity trading in Ukraine and assess the cost/benefits of trading within the NEXT-UA framework. Such an analysis should, at a minimum, consist of the following subtasks.

Subtask 1.1. Evaluate the current size of the following markets:

- Spot markets (organized and OTC): securities, FX, commodities (electricity, gas, agricultural produce (wheat, corn, sunflower oil, etc.)
- Derivatives markets (organized and OTC).

Subtask 1.2. Evaluate the potential size of the spot and derivatives market as well as forecast the market growth for the period 2023-2030 (both deliverable and non-deliverable (financial) derivatives). Market assessment will be the first major milestone to solving the remaining tasks.

Subtask 1.3. Analyze the costs and benefits of establishing in Ukraine a fully functioning CCP and TR that comply with EU acquis. Such analysis should, among other things, provide estimates of the projected revenues and projected expenses of such entities during the first 5 years of their functioning and possible fees payable by the market participants (possible fee models – subscription fees, transaction fees, others). It is essential to outline the break-even point of the project and the fee structure that would ensure that costs are covered (estimation of break-even fees). This cost-benefit analysis should include the following options:

- Whether the CCP and/or TR are established “from scratch” or whether the CCP and/or TR are created by upgrading the current infrastructure elements (with a discussion of what such elements could be and how they could be upgraded).
- Whether there is one CCP for all the markets, or various CCPs for different markets.

The Vendor should also take into account existing trading legislation and regulations (not all trades in all assets should be mandatorily cleared through CCP) and applicable Ukrainian tax legislation and how it affects such entities.

Subtask 1.4. Perform an analysis of the costs and benefits of merging two existing CSDs in Ukraine, with estimates of the projected revenues and projected expenses of such entity during first 5 years of its functioning and possible fees from the market participants for its services (possible fee models, break-even fees).

Task 2. Economic impact analysis

Given the information gathered (Task 1), the Vendor is expected to analyze and outline the effect of the NEXT-UA on Ukraine’s economy and growth prospects. This includes:

- 1) GDP growth – this can be measured through direct investment. Subsequent market growth can be an indicator for estimating potential exports and increased consumption.
- 2) Employment generation - NEXT-UA financial services can lead to increased market growth in various sectors of the economy, which, by extension might lead to new job opportunities.

- 3) Inflation rate. Rapid economic growth might lead to increased inflation, which increases interest rates. To prevent investment crowding-out (when investing in Ukrainian deposits is more profitable than investing in financial instruments), it is vital to estimate how market growth affects inflation.
- 4) Balance of Payments. It is worth estimating the effect of NEXT-UA on both current and capital accounts. Under current account it is worth estimating exports potential, while under capital account – FDI and portfolio investments.
- 5) NEXT-UA will be partially funded by the government. The expectation is that NEXT-UA will lead to market growth and the enterprise itself will rise in value. The task is to evaluate the effect the NEXT-UA will have on the Ukrainian budget.
- 6) The chosen Vendor should evaluate all other macroeconomic indicators that might be of interest for the state and private investors.

Task 3. Post-trade and trade structuring

Subtask 3.1. Post-trade structuring

It is planned that one of the NEXT-UA entities will be a holding company that owns the CSD, TR and CCP and, optionally, based on the evaluation, – trading venue(s) (exchanges) (see subtask 3.2).

To create such a holding company, several investment flows are expected: from the Government of Ukraine, private investors (both foreign and local) and/or international financial organizations/donors. The Government of Ukraine will own a minority of the shares in the holding company (up to but not more than 49%).

With regard to the above, FST requires an estimate of the total cost of establishing and operating NEXT-UA. It also needs recommendations on how to structure investments from the GoU, private investors and/or international financial organizations/donors. To provide such recommendations, the Vendor should analyze the following:

- 1) Based on the results of subtasks 1.2 and 1.3, the vendor should provide an estimated cost of creating new/upgrading existing infrastructure, which would be the starting point for allocating shares of NEXT-UA. This estimate should include an estimate of personnel costs and operating expenses.
- 2) Potential corporate / ownership structure(s). The Vendor should analyze and, as a result, prepare a scheme with a list of NEXT-UA post-trade legal entities, their proposed legal forms, functions and relations with each other. The Vendor should also analyze and indicate whether such legal entities should be created from scratch or the current infrastructure entities might be used and upgraded (if so, how this upgrade could be carried out).
- 3) In what form (cash, contribution of shares, contribution of technologies, etc.), amount and proportions of the initial investments will be made from, respectively, the GoU, private investors and/or international financial organizations/donors.
- 4) Whether investments should be structured as public-private partnership arrangements. This should include a legal analysis of:
 - Definition of PPP in EU and Ukrainian legislation.
 - Whether PPP can be used in the financial sphere in EU and in Ukraine.

- Whether it would be feasible to use PPP model to structure NEXT-UA post-trade holding, and if yes what changes to existing Ukrainian laws and regulations might be needed.
- 5) Options of structuring investments other than PPP and what changes to the existing Ukrainian laws and regulations might be needed (if any)
 - 6) How to structure investments from the GoU, specifically:
 - What are the legal requirements and limitations with regard to the state support and in which cases they apply
 - What should be the form of such investments
 - What public entity(ies)/state agency can make such investments (e.g., should it be the Cabinet of Ministers, the Ministries, state agencies such as the NSSMC or the State Property Fund of Ukraine, state-owned enterprise, etc., that will be a formal shareholder in the holding company on behalf of the Government of Ukraine)
 - What is the value of assets that state agencies/ public entity(ies) could contribute to the holding company.
 - 7) Whether such a structure will comply with Ukrainian competition rules and EU anti-trust acts
 - 8) Other issues as may be required to provide comprehensive feasibility analysis on how to structure post-trade element and how to make investments in post-trade infrastructure.
 - 9) Recommended corporate governance framework and how the international financial organizations/donors can be represented in the governance bodies, given different ways of their contributions (technical assistance, direct investment).

Subtask 3.2. Trade structuring

Further to Subtask 3.1, it is subject to discussion whether the holding company that will own the post-trade infrastructure elements should include trading venues (exchanges) as well.

To advise on such arrangements, the Vendor should:

- 1) Analyze the “as is” situation with Ukraine’s stock and commodity exchanges based on public sources, interviews with key market participants, and available studies. The focus should be on the current market and its limitations/possibilities (e.g., number of exchanges, trade volumes, profitability, transparency issues, IT development).
- 2) Analyze the pluses and minuses of one integrated exchange as opposed to multiple exchanges on the Ukrainian capital and commodity markets. Such an analysis should be based on international experience of relevant jurisdictions, as well as on the analysis of “as is” Ukrainian situation. Such analysis could be broken down by separate markets (e.g., financial instruments, energy, agro, other asset classes). Such analysis should include possible tax considerations according to Ukrainian tax legislation (if this is needed during the feasibility study).
- 3) Analyze possible options of structuring a NEXT-UA trade element, in particular:
 - Perform cost benefit analysis of: (1) creating a new trading venue “from scratch” or adapting/modernizing one or several existing exchanges (stock exchange(s) or commodity exchange(s), market operators or their combination) into the NEXT-UA; (2)

creating/adapting/modernizing one legal entity that will organize trading of all assets, or several trading entities for different asset classes, and/or different trading venues with different functions/membership (e.g., creation of both the regulated market for securities, and multilateral trading facility for bonds).

- Based on the results of cost-benefit analysis, outline the cost of setting up a trading venue (both if created from scratch or as a result of the merger/incorporation of several existing trading venues), outline fee structure and indicate break-even fees.
 - Recommend the corporate/ownership structure of NEXT-UA trading venue(s), e.g., whether such venue(s) should be part of the post-trade infrastructure holding company or exist separately; if separately, which entities should be the shareholders in NEXT-UA trading venue(s) and in which proportions, etc.
 - Whether such structure will comply with Ukrainian competition and state support rules and EU anti-trust acts.
- 4) Analyze possible options for investments from the GoU, private investors and/or international financial organizations/donors in the trade element of NEXT-UA, specifically form of investments, proportions, etc.
 - 5) Other issues as may be required to provide comprehensive feasibility analysis on how to structure trade element in NEXT-UA and how to perform investments in such a trade element.

The analysis of both trade and post-trade structuring (Tasks 2-3) should take into account:

- 1) Ukrainian legislation, including, without limitation, the recently adopted law #738 and Tax Code of Ukraine. There might be a case when a certain recommendation requires changes to existing legislation. In such case, the Vendor should indicate what changes are needed and to what laws/regulations (other than the Constitution of Ukraine).
- 2) Relevant EU acquis and practices
- 3) Strategy of Ukrainian Financial Sector Development of 2025

Task 4. Service Company

- 1) Analyze financial benefits/downsides of creation and including a Service Company to the holding. Particularly, the question is how financially expedient is the decision to create an outsourcing enterprise within a holding (including what kind of services/processes should be outsourced from other entities to it). Furthermore, if such an entity is feasible, the Vendor shall outline it in Holding's financials. If applicable, the Vendor shall provide examples of such service companies within existing holdings and evaluate their success/failure from the financial standpoint.
- 2) In addition, the legal analysis should be performed outlining the following: pros and cons of legal forms in which a Service company might be created under Ukrainian legislation (profit, not-for profit etc.), ownership structure, its legal relations with other elements of the Holding; in case of creation prior to the Holding company establishment - any legal limitations or specifics that need to taken into account in order for the Service company to be transferred to the Holding company and in which form (whether it shall become a subsidiary of the Holding company, etc.) or whether the Service company shall remain legally outside the Holding company.

Task 5. Summary on NEXT-UA commercial viability

Based on the analyses performed above, the Vendor is expected to issue a report that would:

- 1) Summarize key conclusions and recommendations from Tasks 1-2 (including, without limitation, the overall cost estimate for NEXT-UA and its elements, including an estimate of the staffing requirements)
- 2) Provide an organizational scheme of NEXT-UA trade and post-trade elements with and without the Service company
- 3) Provide recommendations on how to organize advisory board and investor relations bureau (e.g., whether they will be separate legal entities, or structural departments of other NEXT-UA entities, and if they will be separate legal entities – in what legal form and with what ownership structure)
- 4) Results of financial analyses (cost-benefit analyses of trade and post-trade) should be gathered into a consolidated model and outlined in the form of Holding's financials forecast, i.e. P&L, balance sheet and cash flow with clear justification of fees.
- 5) Conclude on the overall viability of NEXT-UA project.

This project is expected to be completed within 3 (three months) after signing of the contract with the Vendor but no later than by 08/27/2021.

10.2 Attachment B: Proposal Cover Letter

[On Offeror's Letterhead]

<Insert date>

TO: USAID/FST Project, Managed by DAI Global LLC

We, the undersigned, provide the attached proposal in accordance with REQ-KYV-21-0037 Feasibility study on National on-exchange trading in capital and commodity markets in Ukraine (NEXT-UA) concept issued on March 24, 2021. Our attached proposal is for the total price of <Sum in Words (0.00 USD Sum in Figures)>.

We certify a validity period of XX days for the prices provided in the attached Price Schedule (Attachment C). Our proposal shall be binding upon us subject to the modifications resulting from any discussions.

We understand that these products or services are eligible for VAT exemption under the DAI Prime contract. The total amount will be paid without VAT.

We confirm that we have adequate financial resources to deliver goods and services or the ability to obtain financial resources without receiving advance funds from DAI.

We understand that DAI is not bound to accept any proposal it receives.

Yours sincerely,

Authorized Signature:

Name and Title of Signatory: [●]

Name of Offeror: [●]

Address: [●]

Telephone: [●]

Email: [●]

Company Seal/Stamp:

10.3 Attachment C: Price Schedule

| No | Description | Due Date | Price, USD, excl. VAT |
|--------------------|---|----------|-----------------------|
| 1. | Evaluation of current and potential market sizes (final version) | | |
| 2. | CCP and TR cost-benefit analysis (final version) | | |
| 3. | CSD cost-benefit analysis (final version) | | |
| 4. | Evaluation of the NEXT-UA's effect on Ukraine's economy and macroeconomic indicators (final version) | | |
| 5. | Analysis on how to structure post-trade element and how to perform investments in post-trade infrastructure (final version) | | |
| 6. | Analysis on how to structure trade element in NEXT-UA and how to perform investments in in such trade element (final version) | | |
| 7. | Analysis on financial benefits/downsides of creation and including a Service Company into NEXT-UA (final draft) | | |
| 8. | Summary on NEXT-UA commercial viability and financials (final version) | | |
| Total, USD: | | | |

Create a budget for the cost proposal. Each Offeror must create a budget using a spreadsheet program compatible with MS Excel. The budget period should follow the technical proposal period. A sample budget is shown on the following page.

Write Cost Notes. The spreadsheets shall be accompanied by written notes in MS Word that explain each cost line item and the assumption why a cost is being budgeted as well as how the amount is reasonable.

Sample Budget

Offeror's Name _____

RFP # [●]

| No. | Description | Quantity | Unit | Frequency | Calculation purpose | Cost per unit, USD | Total, USD |
|-----|-----------------|----------|------|-----------|---------------------|--------------------|------------|
| 1 | Services | | | | | | |

| | | | | | | | | |
|-------------------------|----------------------------|----|-------------|-----|------------|--|--|--|
| | Remuneration/Salary | | | | | | | |
| 1,1 | Name1/Expert 1 | 1 | day | 2 | | | | |
| 1,2 | Name2/Expert 2 | 16 | hour | 5 | | | | |
| 1,3 | Name3/Assistant | 30 | hour | n/a | | | | |
| 1,4 | XXXXXXXXXXXXXXXXXXXX | | | | | | | |
| Subtotal | | | | | | | | |
| 2 | Business Trips | | | | | | | |
| 2,1 | | 45 | participant | 2 | round trip | | | |
| 2,2 | | 25 | participant | 5 | round trip | | | |
| 2,3 | XXXXXXXXXXXX | | | | | | | |
| Subtotal | | | | | | | | |
| 3 | Handouts printing | | | | | | | |
| 3,1 | | 45 | participant | 2 | | | | |
| 3,2 | | 25 | participant | 5 | | | | |
| 3,3 | XXXXXXXXXXXX | | | | | | | |
| Subtotal | | | | | | | | |
| 4 | XXXXXXXXXX | | | | | | | |
| 4,1 | | | | | | | | |
| 4,2 | | | | | | | | |
| Subtotal | | | | | | | | |
| GRAND TOTAL, USD | | | | | | | | |

10.4 Attachment D: Past Performance Summary / References

If you are a legal entity with relevant work experience, please provide a list of at least three 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 five years. Projects undertaken in the past six years may be taken into consideration at the discretion of the evaluation committee.

| # | Description of Activities | Location | Client / Reference Name/Tel No | Cost in US\$ (if applicable) | Start-End Dates | Completed on schedule (Yes/No) | Completion Letter Received? (Yes/No) |
|---|---------------------------|----------|--------------------------------|------------------------------|-----------------|--------------------------------|--------------------------------------|
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |

10.5 Attachment E: Representations and Certifications of Compliance

1. Federal Excluded Parties List - The Bidder Select is not presently debarred, suspended, or determined ineligible for an award of a contract by any Federal agency.
2. Executive Compensation Certification- FAR 52.204-10 requires DAI, as prime contractor of U.S. federal government contracts, to report compensation levels of the five most highly compensated subcontractor executives to the Federal Funding Accountability and Transparency Act Sub-Award Report System (FSRS)
3. Executive Order on Terrorism Financing- The Contractor is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals 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 with, or provide resources or support to, individuals and organizations associated with terrorism. No support or resources may be provided to individuals or entities that appear on the Specially Designated Nationals and Blocked persons List maintained by the US Treasury (online at www.SAM.gov) or the United Nations Security Designation List (online at: http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml). This provision must be included in all subcontracts/sub awards issued under this Contract.
4. Trafficking of Persons – The Contractor may not traffic in persons (as defined in the Protocol to Prevent, Suppress, and Punish Trafficking of persons, especially Women and Children, supplementing the UN Convention against Transnational Organized Crime), procure commercial sex, and use forced labor during the period of this award.
5. Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions – The Bidder certifies that it currently is and will remain in compliance with FAR 52.203-11, Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions.
6. Organizational Conflict of Interest – The Bidder certifies that will comply FAR Part 9.5, Organizational Conflict of Interest. The Bidder certifies that is not aware of any information bearing on the existence of any potential organizational conflict of interest. The Bidder further certifies that if the Bidder becomes aware of information bearing on whether a potential conflict may exist, that Bidder shall immediately provide DAI with a disclosure statement describing this information.
7. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.2
8. Equal Opportunity – The Bidder certifies that it does not discriminate against any employee or applicant for employment because of age, sex, religion, handicap, race, creed, color or national origin.
9. Labor Laws – The Bidder certifies that it is in compliance with all labor laws.
10. Federal Acquisition Regulation (FAR) – The Bidder certifies that it is familiar with the Federal Acquisition Regulation (FAR) and is in not in violation of any certifications required in the applicable clauses of the FAR, including but not limited to certifications regarding lobbying, kickbacks, equal employment opportunity, affirmation action, and payments to influence Federal transactions.
11. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of a DAI Purchase Order to comply with the provisions of the resulting Purchase Order and with all Federal, State, and local laws and regulations in connection with the work associated therein.

By submitting a proposal, Offerors agree to fully comply with the terms and conditions above and all applicable U.S. federal government clauses included herein, and will be asked to sign these Representations and Certifications upon award.

10.6 Attachment F: Instructions for Obtaining a DUNS Number - DAI's Vendors, Subcontractors

DAI'S VENDORS, SUBCONTRACTORS & GRANTEES

Note: There is a Mandatory Requirement for your Organization to Provide a DUNS number to DAI

I. SUBCONTRACTS/PURCHASE ORDERS: All domestic and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$30,000 and above are required to obtain a DUNS number prior to signing of the agreement. *Your organization is exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. Please see the self-certification form attached.*

II. MONETARY GRANTS: All foreign entities receiving first-tier monetary grants (standard, simplified and FOGs) with a value equal to or over \$25,000 and performing work outside the U.S. must obtain a DUNS number prior to signing of the grant. All U.S. organizations who are recipients of first-tier monetary grants of any value are required to obtain a DUNS number; the exemption for under \$25,000 applies to foreign organizations only.

NO SUBCONTRACTS/POs (\$25,000 + above) or MONETARY GRANTS WILL BE SIGNED BY DAI WITHOUT PRIOR RECEIPT OF A DUNS NUMBER.

Note: The determination of a successful offeror/applicant resulting from this RFP/RFQ/RFA is contingent upon the winner providing a DUNS number to DAI. Organizations who fail to provide a DUNS number will not receive an award and DAI will select an alternate vendor/subcontractor/grantee.

Background:

Summary of Current U.S. Government Requirements- DUNS and Reporting in FSRS Database

The Data Universal Numbering System (DUNS) is a system developed and managed by Dun and Bradstreet that assigns a unique nine-digit identifier to a business entity. It is a common standard world-wide and users include the U.S. Government, European Commission and the United Nations. The DUNS number will be used to better identify related organizations that are receiving U.S. federal funding, and to provide consistent name and address data for electronic application systems.

The U.S. Government requires that all applicants for first-tier monetary grants (i) and all first-tier subcontracts/purchase orders of \$25,000 or above have a DUNS number prior to DAI issuing an award to that entity.

REQUIREMENT FOR DAI TO REPORT DATA IN THE FSRS DATABASE:

In addition, in accordance with the Federal Funding Accountability and Transparency Act of 2008; FAR 52.204-10, "Reporting Executive Compensation and First-Tier Subcontract Awards" (Revised July 2010); and Subpart 4.14—"Reporting Executive Compensation and First-Tier Subcontract Awards," effective March 1, 2011, DAI is required to report any newly awarded first-tier subcontracts \$25,000 or above in the FSRS (Functional Security Requirements Specifications) database at <http://www.fsrs.gov>.

In accordance with AAPD 11-01 amended, all foreign entities receiving first-tier monetary grants (standard, simplified and FOGs) with a value equal to or over \$25,000 and performing work outside the U.S. must obtain a DUNS number prior to signing of the grant. All U.S. organizations who are recipients of first-tier monetary grants of any value are required to obtain a DUNS number; the exemption for under \$25,000 applies to foreign organizations only. In accordance with the AAPD as well as 2 CFR Parts 25 and 170, DAI is required to report on grantees in the FSRS database. The reported information for subcontracts and grants will be available for the public to view at <http://usaspending.gov>.

Instructions detailing the process to be followed in order to obtain a DUNS number for your organization begin on the next page.

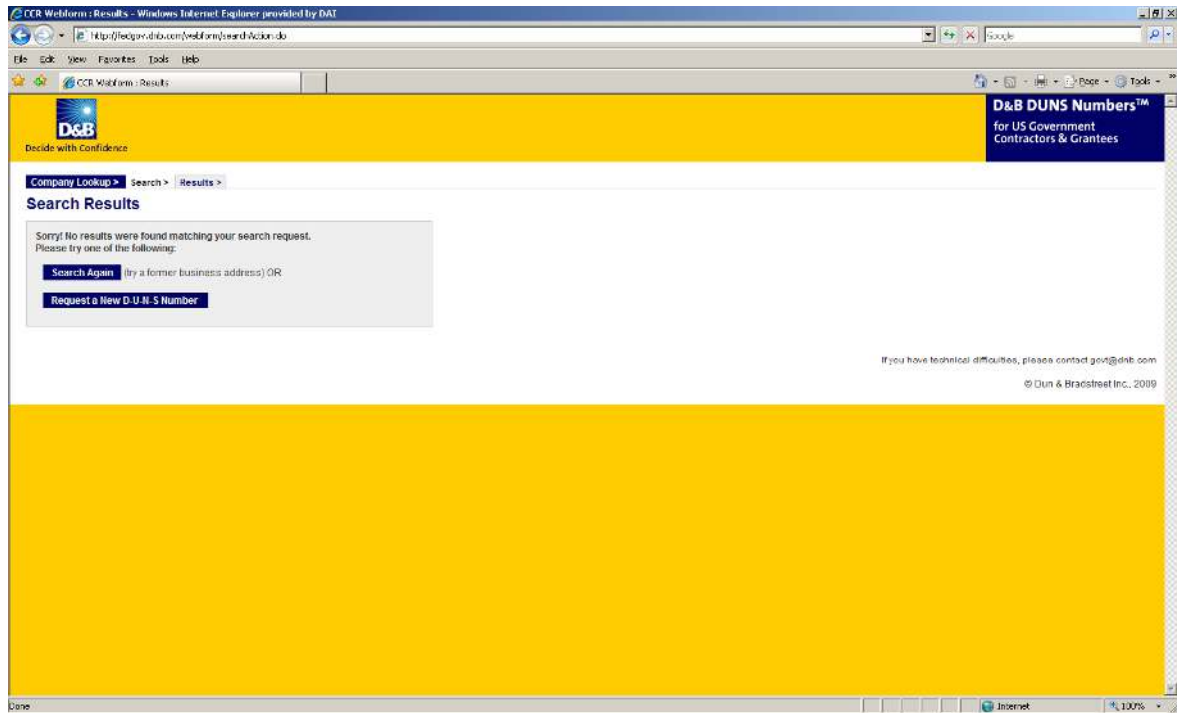
THE PROCESS FOR OBTAINING A DUNS NUMBER IS OUTLINED BELOW:

1. Log on to the D&B (Dun & Bradstreet) DUNS registration website to begin the process of obtaining a DUNS number free of charge.

<http://fedgov.dnb.com/webform/index.jsp>

Please note there is a bar on the left for Frequently Asked Questions as well as emails and telephone numbers for persons at Dun & Bradstreet for you to contact if you have any questions or difficulties completing the application on-line. DAI is not authorized to complete the application on your organization's behalf; the required data must be entered by an authorized official of your organization.

2. Select the Country where your company is physically located.
3. You will first be asked to search the existing DUNS database to see whether a DUNS number already exists for your organization/entity. Subcontractors/grantees who already have a DUNS number may verify/update their DUNS records.
4. Potential DAI subcontractors/vendors/grantees who do not already have a DUNS number will be shown the screen below. To request a new DUNS Number, the “Request a New D-U-N-S Number” button needs to be selected.



5. Enter the information regarding your organization listed on the next three screens. (See screen shots below.) Make sure you have the following information available (in English) prior to beginning the process of entering this section in order to ensure successful registration.
 - Legal Business Name (commas are allowed, periods are not allowed)
 - Address
 - Phone
 - Name of Owner/Executive
 - Total Number of Employees
 - Annual Sales or Revenue (US Dollar equivalent)
 - Description of Operations
6. Note that some fields are Optional, however all other fields must be completed to proceed further with the application process. For example, all applicants must complete the Organization Information sections. The Company Name and Physical Address fields are self-populated based on information previously entered during the initial DUNS search. The question marks to the left of the field provide additional information when you click on them.

The screenshot shows a web browser window with the URL: <http://ecp.dnb.com/webform/en/Request?dk=companynumber=1&browser=6&id=Companyname=8&id=Address=8&id=City=8&id=State=8&id=Zip=8&id=Country=8&id=Duns=8&id=TradeStyle=8&id=NewComp=1>. The page title is "Request for New D-U-N-S Number". The form contains the following fields:

- Company Name:** DNE TEST, INC.
- Legal Structure:** Proprietorship
- TradeStyle Name 1 (optional):**
- TradeStyle Name 2:**
- TradeStyle Name 3:**
- Phone Number of Business:** 20-555-1212
- Physical Address:**
 - Street:** 100 Jalan Abdul Rahman
 - City:** Kluang
 - State:**
 - Zip Code + 4 Postal Code:**
 - Country:** ARGHMANISTAN
- Mailing Address (optional):** Same as Physical Address
 - Street P O Box:**
 - City:**

7. You must select the legal structure of your organization from the pull down menu. To assist you in selecting the appropriate structure that best represents your organization, a brief description of the various types follows:

- **Corporation** – A firm that meets certain legal requirements to be chartered by the state/province in which it is headquartered by the filing of articles of incorporation. A corporation is considered by law to be an entity separate and distinct from its owners. It can be taxed; it can be sued; it can enter into contractual agreements.
- **Government** - central, province/state, district, municipal and other U.S. or local government entities. Includes universities, schools and vocational centers owned and operated by the government.
- **Limited Liability Company (LLC)** - This is a type of business ownership combining several features of corporation and partnership structures. It is designed to provide the limited liability features of a corporation and the tax efficiencies and operational flexibility of a partnership. Its owners have limited personal liability for the LLC's debts and obligations, similar to the status of shareholders in a corporation. If your firm is an LLC, this will be noted on the organizations registration and licensing documents.
- **Non-profit** - An entity which exists for charitable reasons and is not conducted or maintained for the purpose of making a profit. Any money earned must be retained by the organization, and used for its own expenses, operations, and programs. Most organizations which are registered in the host country as a non-governmental organization (NGO) rather than as a commercial business are non-profit entities.

Community based organizations, trade associations, community development councils, and similar entities which are not organized as a profit making organization should select this status, even if your organization is not registered formally in country as an NGO.

- **Partnership**- a legal form of operation in which two or more individuals carry on a continuing business for profit as co-owners. The profits and losses are shared proportionally.
- **Proprietorship**-These firms are owned by one person, usually the individual who has day-to-day responsibility for running the business. Sole proprietors own all the assets of the business and the profits generated by it.

8. One of the most important fields that must be filled in is the Primary SIC code field. (See screen shot below.) The Primary Standard Industrial Code classifies the business' most relevant industry and function.

CCR Webform: New Duns Number Request - Windows Internet Explorer provided by DAI

1. Street P.O. Box

City

State

Zip Code - 4/Postal Code

Country

Organization Information

2. Executive Name

Title

3. Primary SIC code

Description of Operations

4. Socioeconomic Data

Number of Employees (includes owners, partners, and/or officers)

5. Annual Sales or Revenue

Parent Organization (optional)

Name

Street

City

State

Zip Code - 4/Postal Code

Country

Notes (optional)

Submit Your Request

If you have technical difficulties, please contact gov@dnh.com

9. If you are unsure of which SIC Code your organization's core business falls under, please refer to the following website: <http://www.osha.gov/oshstats/sicser.html>

Standard Industrial Classification (SIC) System Search - Windows Internet Explorer provided by DAI

Standard Industrial Classification (SIC) System Search

UNITED STATES DEPARTMENT OF LABOR

OSHA

Occupational Safety & Health Administration

STATISTICS & DATA | SIC MANUAL

This page allows the user to search the 1987 version SIC manual by keyword, to access descriptive information for a specified 2,3,4-digit SIC, and to examine the manual structure.

Enter a SIC CODE:

Enter the search keyword(s):

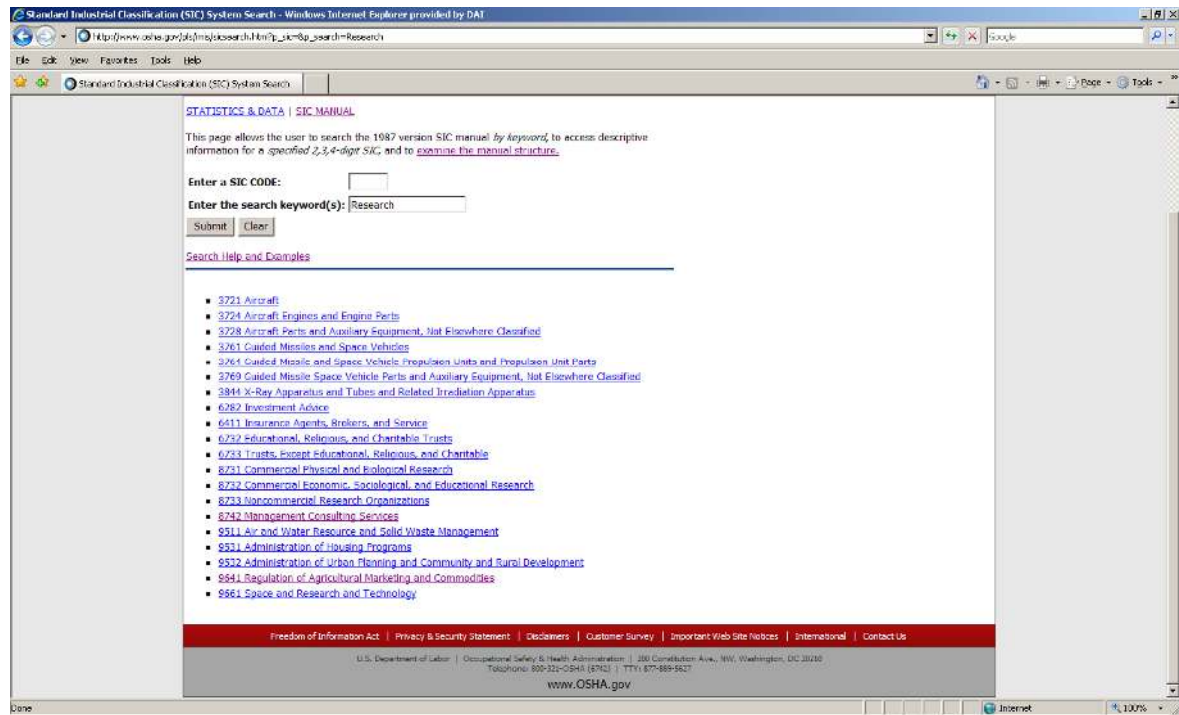
Submit Clear

Search Help and Examples

Freedom of Information Act | Privacy & Security Statement | Disclaimers | Customer Survey | Important Web Site Notices | International | Contact Us

U.S. Department of Labor | Occupational Safety & Health Administration | 200 Constitution Ave., NW, Washington, DC 20355
 Telephone: 800-325-OSHA (6742) | TTY: 877-889-5627
 www.OSHA.gov

You will need to enter certain keywords to bring up the potential SIC Codes. In the case above, "Research" was entered as the keyword, and resulted in the following:



PLEASE NOTE: Many of the DAI subcontractors and grantees fall under one of the following SIC codes:

8742 Management Consulting Services

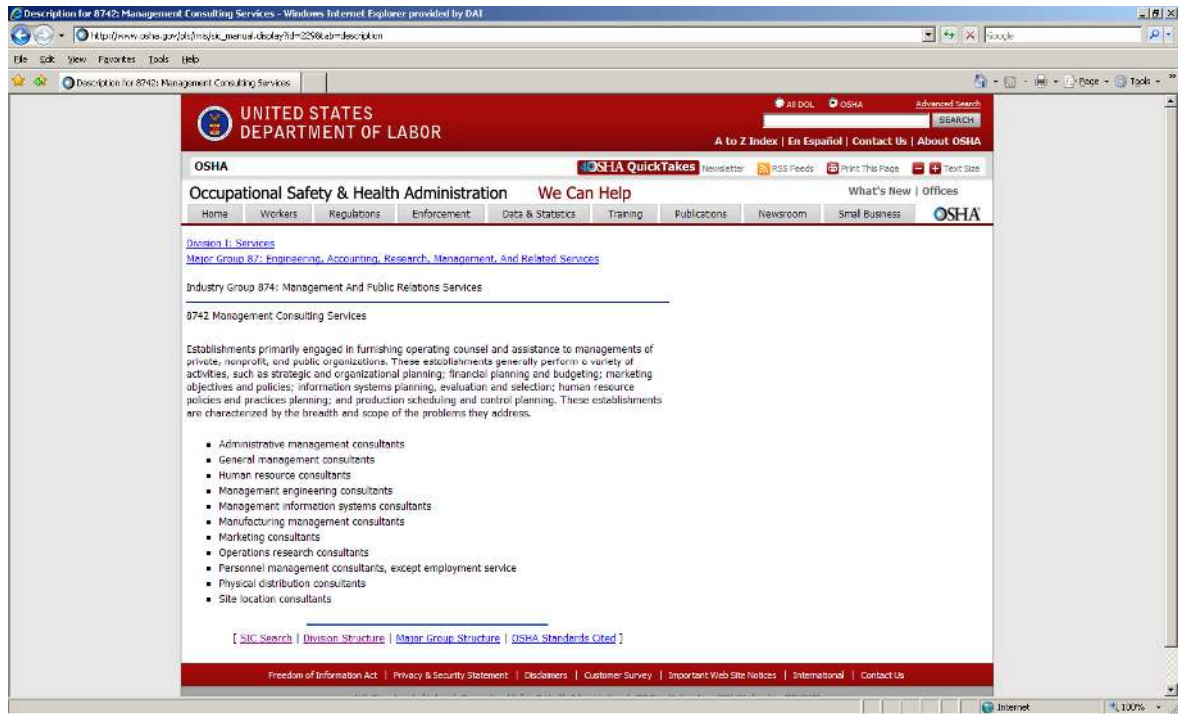
1542 General Contractors-Nonresidential Buildings, Other than Industrial Buildings and Warehouses or one of the codes within:

Industry Group 357: Computer And Office Equipment

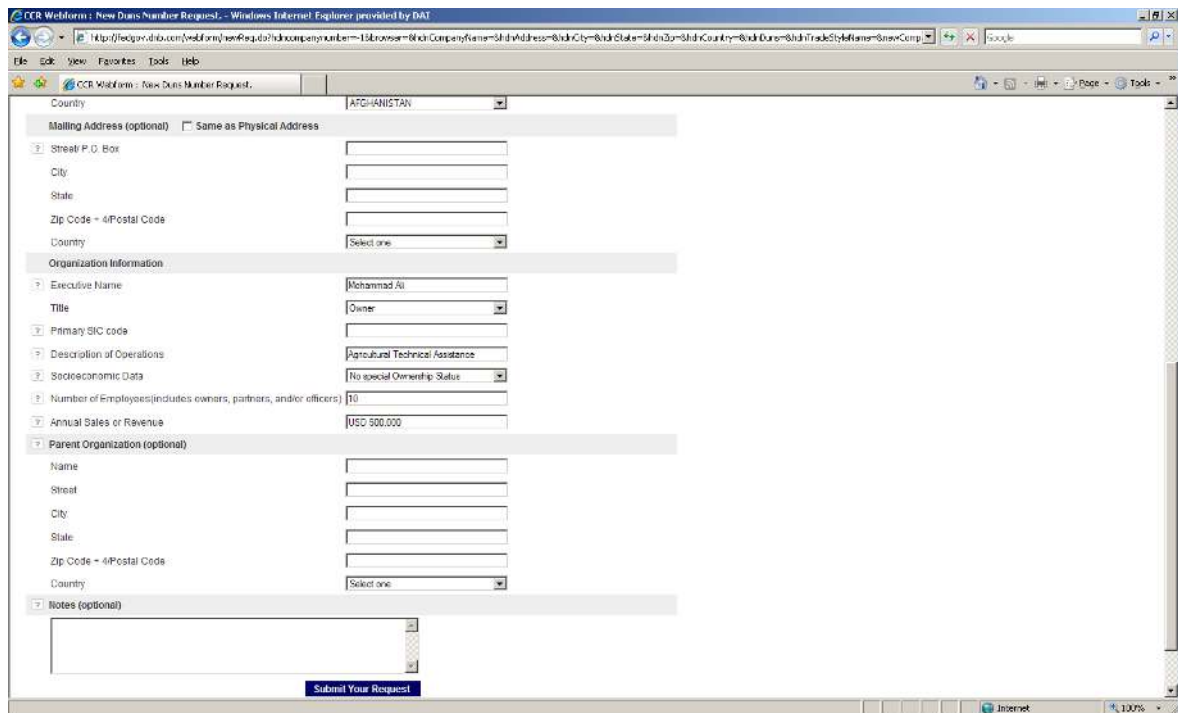
Industry Group 355: Special Industry Machinery, Except Metalworking

Industry Group 356: General Industrial Machinery And Equipment

Industry Group 359: Miscellaneous Industrial And Commercial

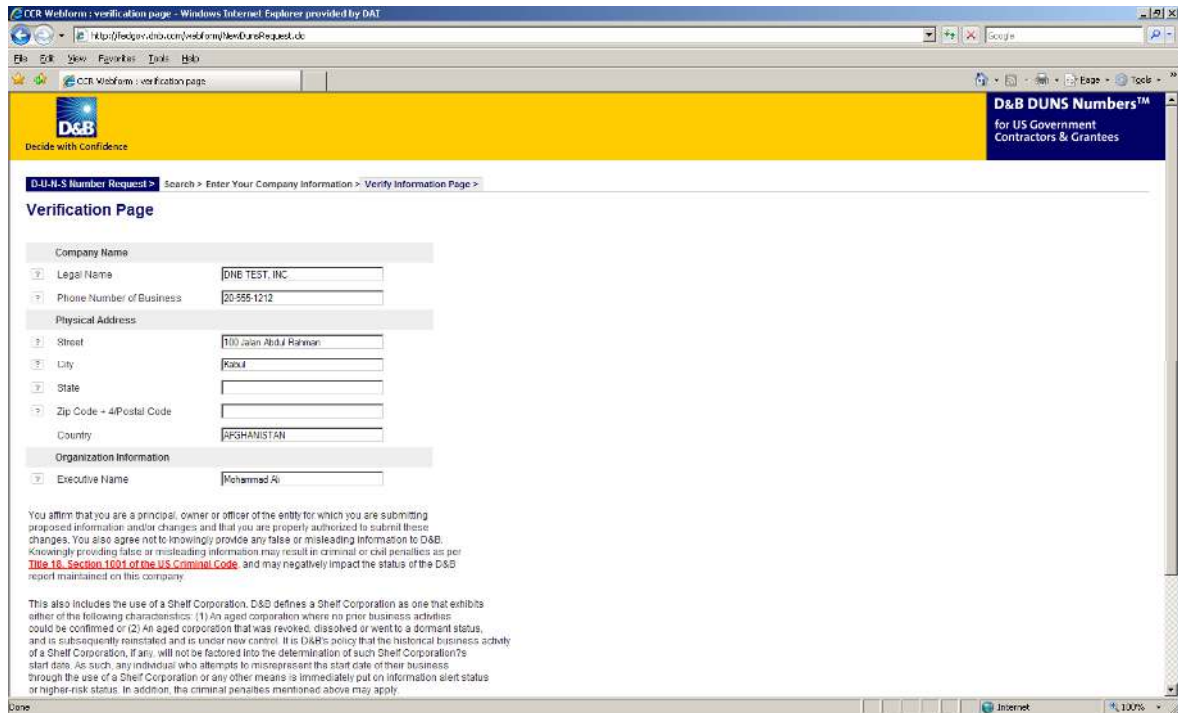


10. Description of Operations- Enter a brief description of the primary services you provide the example below, “agricultural technical assistance” was chosen as the primary function of the business.



11. The Annual Sales or Revenue figure should be provided in USD (US Dollar) equivalent.

12. Once all of the fields have been completed, click on "Submit Your Request" to be taken to the Verification page.
13. Note: Representative (Principal, Owner or Officer) needs to verify and provide affirmation regarding the accuracy of the data under criminal or civil penalties as per Title 18, Section 1001 of the US Criminal Code.
14. Once "Yes, Continue" button is clicked, the registration application is sent to D&B, and a DUNS number should be available within 24-48 hours. DUNS database can be checked in 24-48 hours by entering the Business Information in the Search window – which should now display a valid result with the new DUNS number for the entity.



10.7 Attachment G: Self Certification for Exemption from DUNS Requirement

Legal Business Name:

Physical Address:

Physical City:

Physical Foreign Province (if applicable):

Physical Country:

Signature of Certifier

Full Name of Certifier (Last Name,
First/Middle Names):

Title of Certifier:

Date of Certification (mm/dd/yyyy):

The sub-contractor/vendor whose legal business name is provided herein, certifies that we are an organization exempt from obtaining a DUNS number, as the gross income received from all sources in the previous tax year is under USD \$300,000.

*By submitting this certification, the certifier attests to the accuracy of the representations and certifications contained herein. The certifier understands that s/he and/or the sub-contractor/vendor may be subject to penalties, if s/he misrepresents the sub-contractor/vendor in any of the representations or certifications to the Prime Contractor and/or the US Government.

The sub-contractor/vendor agrees to allow the Prime Contractor and/or the US Government to verify the company name, physical address, or other information provided herein. Certification validity is for one year from the date of certification.

List of Optional Attachments

10.8 Attachment H: Proposal Checklist

Offeror: _____

Have you?

Submitted your proposal to DAI in an electronic format as specified in the General Instructions above?

Does your proposal include the following?

Signed Cover Letter and required attachments (*use template in Attachment B*).

Separate Technical Cost Proposal:

- Technical Approach.
- Management, Key Personnel, and Staffing Plan.
- Corporate Capabilities, Experience, and Past Performance (*use template in Attachment D*).

Separate Cost Proposal (*use template in Attachment C*):

Responsibility determination documents.