



Project Title:	Gender LEAD
RFQ Title:	Grants Management System Services for Gender LEAD
RFQ Number:	2024-902-00-001
Date of Issue:	December 16, 2024
Questions Due:	Thursday, January 2, 2025 at 4:59pm EST
Closing Date:	Friday, January 24, 2025 at 4:59pm EST

The dates above may be modified at the sole discretion of ECODIT. Any changes will be communicated by e-mail to all prospective Bidders.

Dear Bidders:

ECODIT, implementing the Gender Leadership Equity, and Advancement for Development (LEAD), USAID-funded project, invites bidders to submit quotes for data collection service in accordance with the description listed under the RFQ, enclosed.

The quote must be in English and comprised of a soft copy indicating the RFQ number, title, and closing date. The quote must be delivered by email to Ruth Beyene at rbeyene@ecodit.com and Monica Makar at mmakar@ecodit.com no later than: Friday, January 24, 2025 **4:59pm** (EST).

Best regards,

Ruth Beyene
Director of Finance and Administration
USAID Gender LEAD
ECODIT

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- I. **Purpose of RFQ** – The purpose of this RFQ is to procure a grants management system for the Gender Leadership Equity, and Advancement for Development (LEAD) project implemented by ECODIT LLC.

- II. **Bidder’s Agreement with Terms and Conditions** – The completion of all RFQ requirements in accordance with the instructions in this RFQ and submission to Gender LEAD of a quote will constitute an offer and indicate the Bidder’s agreement to the terms and conditions in this RFQ and any attachments hereto. Gender LEAD reserves the right to award a purchase order without discussion and/or negotiation; however, Gender LEAD also reserves the right to conduct discussions and/or negotiations, which among other things may require a Bidder(s) to revise its quote (technical and/or price). Issuance of this RFQ in no way obligates Gender LEAD to award a purchase order, nor does it commit Gender LEAD to pay any costs incurred by the Bidder in preparing and submitting the quote.

- III. **Index of RFQ** – This RFQ is comprised in its entirety of the following sections and appendices:

Sections of RFQ

- Section 1 Quotation Instructions
- Section 2 Project Background
- Section 3 Description of Services
- Section 4 Eligibility Criteria
- Section 5 Evaluation Criteria
- Section 6 Selection and Notification
- Section 7 Communication

Appendices

- Appendix A: Cover Letter
- Appendix B: Summary of Relevant Capability, Experience and Past Performance
- Appendix C: Vendor Profile Form
- Appendix D: Section 889 and Kaspersky Certification

SECTION I – QUOTATION INSTRUCTIONS / ADDITIONAL INFORMATION

The Bidder shall submit its best price offer/quotation as per the following requirements:

1. Quotation Cover Letter signed by a person authorized to sign on behalf of the Bidder. Use the template in Appendix A.
2. Bidder shall submit financial quotes in a workable Microsoft Excel document (unlocked with intact formulas) specifying the detailed cost breakdown by type of services needed as outlined in Section 3.3. The Bid shall clearly indicate daily rates of proposed positions (staff/consultants), the number of days for each proposed position, any travel related costs, and other expenses (if any). Bidders should include a description and rationale for proposed costs in a separate Microsoft Word document. ECODIT may request supporting documentation for any proposed costs.
3. In case of price discrepancy between unit price and Subtotal or Total price, the unit price shall prevail.
4. Bidder shall submit relevant capability, experience, and past performance as per Appendix B.



5. Bidders must fulfill the following criteria and submit the following supporting documentation:
- Proposal must be in English language.
 - Proposal must be submitted by the due date stated on the cover page of this RFQ.
 - Proposal must include a detailed, itemized budget inclusive of all required costs. Pricing must be in USD currency.
 - Proposal must include a detailed technical proposal for the implementation of the description of services as included in this RFQ.
 - Include proof of successful completion of a similar project and a brief description, as well as place and year of implementation.
 - Names, addresses, and telephone numbers of three business references, and approval to contact those references. ECODIT reserves the right to request and check additional references.
 - Proposal must be complete and submitted on company letterhead.
 - Valid business License (Commercial Register Certificate).
 - Tax Identification number details (Tax registration Certificate).
 - Contact person, telephone, and e-mail.
 - Vendor profile form.
 - Have or be willing to apply for a Unique Entity Identifier (UEI) on SAM.gov.

SECTION 2 – PROJECT BACKGROUND:

The Gender LEAD Activity provides technical assistance and forward-leading programmatic support, thought leadership, and knowledge dissemination in gender integration to USAID Missions and Bureaus across sectors and focus areas. This Activity will support Operating Units (OUs) in the implementation of the 2018 Women’s Entrepreneurship and Economic Empowerment (WEEE) Act and USAID’s Gender Equality and Women’s Empowerment Policy as operationalized through ADS 205. LEAD supports learning and partnership through small grants to local and under-utilized partners focused on transformative change to promote gender equality and deconstruct harmful social norms and behaviors. LEAD is managed by USAID’s Gender Equality and Women’s Empowerment Hub (GenDev).

The Gender Equality and Women’s Empowerment Hub (GenDev), based in USAID’s Bureau for Inclusive Growth, Partnerships and Innovation, views gender equality and women’s empowerment as fundamental for the realization of human rights, and such rights are key to effective and sustainable development outcomes. To achieve gender equality and women’s empowerment globally, GenDev collaborates with OUs across the Agency in support of USAID’s programming in all sectors. USAID’s vision is a world in which women and girls, men and boys, and gender-diverse individuals enjoy economic, social, cultural, civil, and political rights, and are empowered to secure better lives for themselves, their families, and their communities. Identifying and addressing restrictive gender norms and inequalities fosters community growth that is resilient to environmental, economic, and social shocks and stressors.

SECTION 3 – DESCRIPTION OF SERVICES REQUESTED

3.1 DESCRIPTION OF SERVICES



ECODIT is seeking the services of a vendor to acquire and customize a grants management system for Gender LEAD.

3.2 OBJECTIVES OF THE ASSIGNMENT

1. The main objective of the assignment is to design and implement a comprehensive grant management system for Gender LEAD that streamlines the grant application, evaluation, approval, award, and reporting processes. Gender LEAD anticipates that the activities described below shall be completed within a period not exceeding ten (10) months.

3.3 PROPOSED ACTIVITIES

The service provider is requested to:

1. Conduct a Needs Assessment and Requirements Gathering

- Conduct stakeholder interviews and review literature (of documents provided by Gender LEAD) to identify system requirements.
- Analyze existing processes and systems to determine gaps and opportunities for improvement.

2. System Design and Development

- Develop a system architecture and design specifications based on gathered requirements.
- Build the grant management system, ensuring user-friendly interfaces for applicants, grantees, and administrators.

3. Data Migration

- Identify existing data sources and determine data migration needs.
- Execute data migration plan to transfer historical grant data into the new system.

4. Testing and Quality Assurance

- Conduct functional, user acceptance, and performance testing to ensure the system meets requirements.
- Address any identified issues and make necessary adjustments.

5. Training and Capacity Building

- Develop training materials and user guides for system users.
- Conduct training sessions for staff and stakeholders on system functionality and usage.

6. Implementation and Go-Live

- Roll out the system to all users, ensuring support during the transition.
- Monitor system performance and address any immediate issues post-launch.

7. Ongoing Support and Maintenance

- Provide technical support for users during the initial rollout and beyond.
- Implement regular updates and maintenance checks to ensure system reliability.

3.4 Deliverables

The service provider is expected to prepare the following deliverables:

1. Needs Assessment Report

- Document detailing stakeholder feedback and system requirements.

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- Detailed design of planned development.
2. **Workplan**
 - Detailed plan, with timeline, describing planned design, system architecture, specifications based on the needs assessment, and functionality.
 3. **Developed Grant Management System**
 - Fully functional grant management software ready for deployment.
 - Training for users.
 4. **Data Migration Plan and Report**
 - Document outlining data migration strategies and completion report confirming data transfer.
 5. **System Design Specifications**
 - Comprehensive design document outlining final system architecture and functionality.
 6. **Testing Documentation**
 - Reports summarizing testing phases, results, and resolutions of issues.
 7. **Training Materials**
 - User manuals, quick reference guides, and training presentations for system users.
 8. **Go-Live Support Report**
 - Summary of the implementation process, any issues encountered during the launch, and a plan for resolving those issues.
 9. **Ongoing Support Plan**
 - Outline of ongoing maintenance, support services, and contact information for technical assistance.

Exhibit I: Expected Deliverables

Activities	Deliverables	Due Dates
1	Need Assessment Report	2 weeks after award
2	Workplan	4 weeks after award
3	Developed Grant Management System	6 months after award
4	Data migration plan and report	6 months after award
5-9	System design, testing documentation, training materials, and Go-live support report and ongoing support plan	10 months after award



SECTION 4 – ELIGIBILITY CRITERIA

The following types of Entities are not eligible under this RFQ:

- Individuals.
- Organizations or companies that are not based or do not have an office/presence in the United States.

SECTION 5 - EVALUATION CRITERIA

Gender LEAD will conduct a selection based on the evaluation factors listed below. These factors will serve as the standard against which all information will be evaluated and identify the factors that Bidders should address. Gender LEAD intends to evaluate Bidders' proposals in accordance with Section I of this RFQ and make an award to the Bidder submitting the most responsive, reasonable offer that offers the best value to Gender LEAD.

Criteria	Point value
Cost	40
Relevant Corporate Capability, Experience and Past Performance	20
Proposed Team	30
Proposal description	10
Total	100

SECTION 6 – SELECTION AND NOTIFICATION

Bidders whom ECODIT determines to possess the capacity and past performance to compete for this purchase order will be selected to move into the negotiation phase of the competition. Written notification will be provided via e-mail. Bidders not selected will not be notified.

SECTION 7 – COMMUNICATION

All questions or clarifications regarding this RFQ must be in writing and submitted to rbeyene@genderlead.com and Monica Makar at mmakar@ecodit.com by January 2, 2025 at 4:59 PM EST. Questions and requests for clarification, and the responses thereto, will be circulated to all RFQ recipients who have indicated an interest in this RFQ.

Only written answers from ECODIT will be considered official and carry weight in the RFQ process and subsequent evaluation. Any answers received outside the official channel, whether received verbally or in writing, from employees or representatives of ECODIT/Gender LEAD team or any other party, will not be considered official responses regarding this RFQ.

APPENDIX A
QUOTATION COVER LETTER

[On Letterhead]

[Enter Date]

TO: Gender LEAD
Procurement Department

Reference: RFQ #2024-902-00-001

Subject: [Bidder: Insert name of your organization] technical and cost proposals

Ladies and Gentlemen:

We, the undersigned, offer to provide the **RFQ - Grants Management System Services for Gender LEAD RFQ # 2024-902-00-001 Provision for Data Collection services** in accordance with your Request for Quotation dated **mm/dd/yyyy** and our Proposal (Technical and Financial). Our attached quotation is for the sum of **<enter sum >**.

Our quotation shall be binding upon us subject to the modifications resulting from contract negotiations, up to the expiration of the validity period of the quotation, i.e., **<enter date>**.

We understand you are not bound to accept any quotation you receive.

Yours Sincerely,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address, email and Phone No.

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APPENDIX B

SUMMARY OF RELEVANT CAPABILITY, EXPERIENCE AND PAST PERFORMANCE

Bidders shall have:

1. Extensive experience in Fluxx and Salesforce; experience in other grants management systems is a plus.
2. Ability to resolve technical issues shared by the user team via the system's backend.
3. Knowledge of grant management systems and addressing needs as shared by the client.
4. Ability to adhere to 52.204-23 Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities (Dec 2023), 52.204-26 Covered Telecommunications Equipment of Services-Representation, and 52.204-25 Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Nov 2021) (details in Appendix D).
5. Effective time management and quick turnaround for system-related questions, comments, or proposed revisions.
6. The proposed consultant/team to work on the grants management system should be able and available to present the proposal to the ECODIT/Gender LEAD team.
7. Provide ongoing maintenance support after the grant management system is up and running.

Bidders shall include: (1) hourly rate and/or price list of service offered (2) expected level of effort (LOE) per activity and deliverable (3) all other forms and information outlined in Section I - Quotation Instructions / Additional Information (4) expected outcomes and (5) timeline in their proposal.

Bidders shall also include projects that best illustrate experience(s) relevant to this RFQ or similar activities, sorted by decreasing order of completion date. Projects should have been undertaken in the past two years (i.e., 2022 - 2024). Projects undertaken in the past five years may be taken into consideration at the discretion of the evaluation panel.

Item #	Project Title and Description of Activities	Location Province/ District	Client Name/ Address/ Tel #	Cost in US\$	Period of Performance	Completed on Schedule (Yes/No)
1						
2						
3						



APPENDIX C VENDOR PROFILE FORM

PART 1 – REQUIRED FOR ALL VENDORS

GENERAL INFORMATION

<input type="checkbox"/> Individual Name (if contracted as a consultant)			
OR			
<input type="checkbox"/> Legal Business Name (as shown on your federal income tax return)			
<input type="checkbox"/> U.S. Citizen <input type="checkbox"/> U.S. Resident Alien	<input type="checkbox"/> U.S. Company <input type="checkbox"/> Non-U.S. Company or Individual	If U.S. Company, please check one: <input type="checkbox"/> For Profit <input type="checkbox"/> Non-Profit	
If a business, UEI Number		If a U.S. Citizen, Taxpayer ID No. (TIN)	
Address			
City		State/ Province/ Region	
		Postal Code/ Country	
Phone		Email	

FEDERAL TAX CLASSIFICATION

<input type="checkbox"/> Individual	<input type="checkbox"/> Sole Proprietor/Single Member LLC	<input type="checkbox"/> C Corporation	<input type="checkbox"/> S Corporation
<input type="checkbox"/> LLC - C Corporation	<input type="checkbox"/> LLC - S Corporation	<input type="checkbox"/> LLC – Partnership	<input type="checkbox"/> Government/Tax Exempt Agency

BUSINESS INFORMATION (if applicable)

Contact Person, Title	
Website	
<i>If U.S. Small Business, check all that apply (Federal Supplier Certifications):</i>	
<input type="checkbox"/> Small Business <input type="checkbox"/> Woman Owned Business <input type="checkbox"/> Veteran-Owned	
<input type="checkbox"/> Service-Disabled Veteran <input type="checkbox"/> Disadvantaged Business (Minority) <input type="checkbox"/> Located in Hub-Zone	
<input type="checkbox"/> Alaska Native Corporations (ANCs) and Indian Tribes that have not been certified by the Small Business Administration as Small Disadvantaged Businesses	
<input type="checkbox"/> Alaska Native Corporations (ANCs) and Indian Tribes that are not small businesses	
NOTES:	



PART 2 – REQUIRED for PROGRAMMATIC Subcontracts/Grants Valued at \$30,000+

1) In the last government fiscal year (October 1 – September 30), did your company receive 80% or more of its gross annual revenue from U.S. Federal government awards?

YES NO

If YES, please answer Question #2. If NO, the form is complete. Thank you!

2) In the last governmental fiscal year (October 1 – September 30), did your company receive \$25,000,000 or more in gross annual revenue from US Federal government awards?

YES NO

If YES, please answer Question #3. If NO, the form is complete. Thank you!

3) Does the public have access to information regarding the compensation of senior executives of your company through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

YES NO

If NO, please answer Question #4. If YES, no further information is required. Thank you!

4) Please provide the following information regarding the compensation of the five (5) most highly compensated officers of your company:

Full Name:	Title:	Total Compensation:
Full Name:	Title:	Total Compensation:
Full Name:	Title:	Total Compensation:
Full Name:	Title:	Total Compensation:
Full Name:	Title:	Total Compensation:

By submitting this form, I certify that the statements and information contained on this form are true, accurate, complete. I acknowledge that I am solely responsible for the specific circumstances of my federal tax classification. I understand that ECODIT disclaims any liability for IRS determinations or penalties regarding the accuracy or adequacy of information I submit to the IRS.

Name _____

Title _____ Date: _____

Signature  _____



APPENDIX D SECTION 889 AND KASPERSKY CERTIFICATION

Certification Regarding Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities

52.204-23 Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities (Dec 2023)

(a) *Definitions.* As used in this clause—

Kaspersky Lab Covered article means any hardware, software, or service that—

- (1) Is developed or provided by a covered entity;
- (2) Includes any hardware, software, or service developed or provided in whole or in part by a covered entity; or
- (3) Contains components using any hardware or software developed in whole or in part by a covered entity.

Kaspersky Lab Covered entity means—

- (1) Kaspersky Lab;
- (2) Any successor entity to Kaspersky Lab, including any change in name, e.g., “Kaspersky”;
- (3) Any entity that controls, is controlled by, or is under common control with Kaspersky Lab; or
- (4) Any entity of which Kaspersky Lab has a majority ownership.

(b) *Prohibition.* Section 1634 of Division A of the National Defense Authorization Act for Fiscal Year 2018 (Pub. L. 115-91) prohibits Government use of any covered article. The Contractor is prohibited from—

- (1) Providing any covered article that the Government will use on or after October 1, 2018; and
- (2) Using any covered article on or after October 1, 2018, in the development of data or deliverables first produced in the performance of the contract.

(c) *Reporting requirement.*

(1) In the event the Subcontractor identifies a covered article provided to ECODIT during subcontract performance, or the Subcontractor is notified of such by a lower-tier subcontractor at any tier or any other source, the Subcontractor shall report, in writing, to ECODIT Contracting Representative.

- (2) The Subcontractor shall report the following information pursuant to paragraph (c)(1) of this clause:
 - (i) Within 3 business day from the date of such identification or notification: the subcontract number; supplier name; brand; model number (Original Equipment Manufacturer (OEM) number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.
 - (ii) Within 10 business days of submitting the report pursuant to paragraph (c)(1) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Subcontractor shall describe the efforts it undertook to prevent use or submission of a covered article, any reasons that led to the use or submission of the covered article, and any additional efforts that will be incorporated to prevent future use or submission of covered articles.



(d) Subcontracts. The Subcontractor shall insert the substance of this clause, including this paragraph (d), in all lower tier subcontracts including subcontracts for the acquisition of commercial products or commercial services.

Vendor/Supplier/Service Provider/Subcontractor Certification and Signature:

Signature: _____

Name: _____

Title: _____

Company: _____

Date: _____

Representation Regarding Covered Telecommunications Equipment or Services

52.204-26 Covered Telecommunications Equipment or Services-Representation.

(a) *Definitions.* As used in this provision, "covered telecommunications equipment or services" and "reasonable inquiry" have the meaning provided in the clause [52.204-25](#), Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (*see clause 52.204-25 inserted below*).

(b) *Procedures.* The Offeror shall review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) for entities excluded from receiving federal awards for "covered telecommunications equipment or services".

(c) (1) *Representation.* The Offeror represents that it does, does not provide covered telecommunications equipment or services as a part of its offered products or services to the Government in the performance of any contract, subcontract, or other contractual instrument.

(2) After conducting a reasonable inquiry for purposes of this representation, the offeror represents that it does, does not use covered telecommunications equipment or services, or any equipment, system, or service that uses covered telecommunications equipment or services.

Offeror's Certification and Signature:

Signature: _____

Name: _____

Title: _____

Company: _____

Date: _____



52.204-25 Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Nov 2021)

(a) *Definitions.* As used in this clause—

Backhaul means intermediate links between the core network, or backbone network, and the small subnetworks at the edge of the network (e.g., connecting cell phones/towers to the core telephone network). Backhaul can be wireless (e.g., microwave) or wired (e.g., fiber optic, coaxial cable, Ethernet).

Covered foreign country means The People’s Republic of China.

Covered telecommunications equipment or services means—

(1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);

(2) For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

(3) Telecommunications or video surveillance services provided by such entities or using such equipment; or

(4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Critical technology means—

(1) Defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations;

(2) Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled-

(i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or

(ii) For reasons relating to regional stability or surreptitious listening;



(3) Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities);

(4) Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material);

(5) Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or

(6) Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

Interconnection arrangements means arrangements governing the physical connection of two or more networks to allow the use of another's network to hand off traffic where it is ultimately delivered (e.g., connection of a customer of telephone provider A to a customer of telephone company B) or sharing data and other information resources.

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit.

Roaming means cellular communications services (e.g., voice, video, data) received from a visited network when unable to connect to the facilities of the home network either because signal coverage is too weak or because traffic is too high.

Substantial or essential component means any component necessary for the proper function or performance of a piece of equipment, system, or service.

(b) *Prohibition.*

(1) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor is prohibited from providing to the Government any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR [4.2104](#).

(2) Section 889(a)(1)(B) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2020, from entering into a contract, or extending or renewing a contract, with an entity that uses any equipment,



system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR [4.2104](#). This prohibition applies to the use of covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract.

(c) *Exceptions.* This clause does not prohibit contractors from providing—

(1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(d) Reporting requirement.

(1) In the event the Contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Contractor is notified of such by a subcontractor at any tier or by any other source, the Contractor shall report the information in paragraph (d)(2) of this clause to the Contracting Officer, unless elsewhere in this contract are established procedures for reporting the information; in the case of the Department of Defense, the Contractor shall report to the website at <https://dibnet.dod.mil>. For indefinite delivery contracts, the Contractor shall report to the Contracting Officer for the indefinite delivery contract and the Contracting Officer(s) for any affected order or, in the case of the Department of Defense, identify both the indefinite delivery contract and any affected orders in the report provided at <https://dibnet.dod.mil>.

(2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause

(i) Within one business day from the date of such identification or notification: the contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

(ii) Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.



(e) *Subcontracts*. The Contractor shall insert the substance of this clause, including this paragraph (e) and excluding paragraph (b)(2), in all subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial products or commercial services.

(End of clause)