

Amended REQUEST FOR PROPOSALS (Extension #1)

Procurement Number:	EURASIA2021MO03o
Open Date:	May 20, 2021
Questions Deadline:	June 3, 2021
Closing Deadline:	June 9, 2021
Geographical Area Restrictions:	935
Point of Contact:	Teodora Graur, Senior Program Officer tgraur@iri.org

Background

The International Republican Institute (IRI) is a nonprofit, nonpartisan, organization dedicated to advancing freedom and democracy worldwide. Since 1983, IRI has worked to develop democratic institutions and ideals, carrying out a variety of international programs to promote freedom, self-government and the rule of law worldwide. IRI provides technical assistance in the areas of political party strengthening, developing civic institutions and open elections, promoting democratic governance and advancing the rule of law.

IRI's work in Moldova is geared toward developing the capacity of political parties—with specific focus on internal structures and processes, financial compliance and outreach to voters. IRI's programming seeks to strengthen the ability political leaders to organize themselves and effectively communicate and represent the Moldovan citizens. A key component of this work is the regular polling that IRI conducts in order to gauge public sentiment and in turn to inform political parties and local stakeholders on issues relevant to constituents.

IRI is seeking quotations from qualified survey research and polling firms for data collection for up to five national surveys (1,200-1,600 respondents each) in Moldova conducted either through traditional face-to-face polling methods or phone polling.

Period of Performance

Date of signature – March 31, 2022, with options to extend for an additional year, until March 31, 2023.

Statement of Work

OBJECTIVES OF THE RESEARCH

Public opinion data shall be obtained through a nationwide survey of Moldova that is designed to obtain the most accurate possible information about: (a) political parties, (b) elections (c) Moldovan media environment, etc.

RESEARCH TASKS

(1) General Responsibilities of Contractor. The Contractor shall be responsible for the project design and execution, including the following specific tasks:

(a) translation, formatting, pretesting, adaptation, and printing of questionnaires (unless using CAPI devices or CATI);

(b) development of a Sampling Plan, to be based a multistage stratified plan; list and explain any geographic or other exclusions; the proposed Sampling Plan will be reviewed by IRI Office of Research and any further changes agreed upon by IRI and Contractor will be incorporated;

(c) training supervisors and interviewers;

(d) arranging and supervising all aspects of fieldwork, including back-checks;

(e) entering and processing the survey data, including data cleaning and encoding survey responses;

(f) ascertaining the representativeness of the sample and weighting the data, if necessary;

(2) Questionnaire. IRI will provide a draft questionnaire and the Contractor will provide input, such as a need for rephrasing certain terms for local context.

IRI requests translation into Romanian and Russian. Translations will be reviewed and approved by IRI.

For PAPI, full versions should be printed and interviewers should be allowed to code the questionnaire in the interview language. If CAPI devices are used or if CATI, at least the main interview language must be programmed into CAPI/CATI—only programming in English (unless English is the main interview language) is not sufficient. The questionnaire may call for showcards, which need to be printed in all translated languages (not applicable to CATI.) The estimated average interview duration is 45 minutes for face-to-face polls and 15 minutes for telephone polls.

3) Sample Design. For both face-to-face and phone polls, IRI requires a national sample of 1,200 or 1,600 adults, age 18 or older, that is representative of the population of the survey universe. Planned exclusions of the population of the survey universe (e.g. geographic etc.) must be discussed during quotation stage.

For CAPI/PAPI, the sample shall be drawn using recognized probability methods, all the way down to the selection of the individual respondent at the household level. In the event that any departure from probability sampling methods is recommended by the Contractor for all or any part of the survey, the sampling methodologies to be employed shall be described in detail and a rationale for their use shall be provided. IRI's general preferred sampling approach is:

1. Stage 1: PPS Stratification by administrative units as per census (e.g. province, district etc.)
2. Stage 2: PPS Stratification by urban/rural (if census data exists)
3. Stage 3: Random selection of Sampling Point (no more than 10 interviews per Sampling Point) within each Stage 2 stratum
4. Stage 4: Random route household selection within each Sampling Point. Starting point within Sampling Point ideally randomly determined by satellite map or GPS coordinates.
5. Stage 5: Random selection of respondent within each selected household by KISH grid or last/next birthday method.

Sample Sampling Plan for n=1000 with 10 interviews per Sampling Point (SP)

PPS for Stages 1 and 2	STAGE 1		STAGE 2			
	% of country's 18+ population	# of SPs in district	% of population of district urban	% of population of district rural	# of urban SPs in district	# of rural SPs in district
District A	24%	24	100%	0%	24	0
District B	18%	18	35%	65%	6	12
District C	7%	7	15%	85%	1	6
District D	20%	20	25%	75%	5	15
District E	24%	24	75%	25%	18	6
District F	7%	7	40%	60%	3	4

For a poll conducted by phone, the sample will be divided in half. 50% of interviews from each region will be done through mobile phones and other 50% of interviews from each region will be done through landline phones. After the first 500 questionnaires (250 landline and 250 mobile phones), the contractor will work with IRI's Center for Insights and Survey Research to analyze the demographic profile of both types of respondents in order to decide if the proportion of 50% mobile / 50% landline will be used for all the sample.

For interviews conducted on mobile phones, since potential respondents are called directly, the stage of random household member selection will be omitted. The interviewer will make sure that respondents meet eligibility criteria (18 +) and verify their location to meet geographic quotas.

A detailed sampling plan shall be submitted to IRI prior to fieldwork, including a description of the survey coverage, allocation of the sample, description of the sampling frame, description of any stratification criteria to be used, description of the stages of selection and the selections methods to be used at each stage, a definition of the Sampling Points and approximate number of interviews to be conducted within each Sampling Point (CAPI/PAPI only), the method to be used for selection of the respondent at the household level, an explanation for any divergence from use of the KISH grid for respondent selection, and call-

back rules to be employed. It is assumed that the sample will be distributed in proportion to the population of each region or other geographic unit to be surveyed; in the event that the Contractor wishes to propose a sample design departing from this principle the proposal should describe the allocation to be used and the reasons for doing so.

(4) Pre-test. The questionnaire shall be pre-tested by the Contractor prior to the commencement of any fieldwork. No less than 20 pre-test interviews shall be conducted and in surveys with translations into Russian and Romanian, no less than 10 interviews per language. The Contractor shall provide IRI with a written report of the results of the pre-test, along with details of any problems encountered and suggested remedies, prior to the commencement of any fieldwork.

At least 50% of the pre-tests in both Romanian and Russian shall be conducted in selected urban and rural establishments.

(5) Fieldwork. Interviews shall be conducted by experienced field workers who shall be thoroughly briefed by Contractor prior to commencement of any fieldwork. IRI may send a representative to (remotely) observe training and/or some interviews. The Contractor shall ensure that interviewers are thoroughly familiar with household and respondent selection procedures, call back procedures (at least 3 attempts before substituting a selected respondent), and the structure of the questionnaire, including routing and filtering. Interviewer training shall include practice sessions in administering the questionnaire. All interviewers must have at least completed secondary education and must be fully fluent (reading and speaking) in the language(s) in which they are to administer the interviews. A minimum of 10% of interviews shall be back checked or accompanied by a team supervisor.

For polls agreed between IRI and the contractor to be conducted face-to-face, the interviews shall be face-to-face and they shall be conducted in the home of the respondent. IRI prefers questionnaire administration via CAPI but is open to paper-and-pencil questionnaire administration if CAPI use is not feasible or advisable.

For polls agreed between IRI and the contractor to be conducted by phone, the interviews shall be on the phone.

Household and respondent selection must be tracked on a contact tracking sheet or similar—this will be needed to calculate the response rate. Informed consent (oral is acceptable unless country laws require written) must be sought prior to commencing the interview. IRI will provide draft informed consent language to the Contractor and this template may be updated by the Contractor to conform with the country's legal requirements.

Fieldwork for both face-to-face and phone polls must be conducted in 24 days or less (includes weekends).

(6) Data Processing. The Contractor shall be responsible for data entry with a 10% double-punch standard (if using paper and pencil questionnaires), cleaning, and processing, including development and implementation of a coding scheme for all open-ended questions. The Contractor shall supply data to IRI as a clean, fully labeled in English SPSS “*.sav” file with a complete data dictionary of variable names and value labels. There shall be one data

record for each respondent and records shall be of fixed length. The Contractor shall be responsible for deriving and applying any post-stratification weights required to bring the sample into conformity with the demographic profile of the population at the very least for gender and age groups, as well as any additional weighting factors required to correct for disproportionate allocation, if use. Ideally, IRI would want education groups included in weights, and if available demographic data allows it, those without formal education will be assigned a separately code from those with a least some primary education. If demographic weights were to exceed a factor 1:8, this must be discussed in writing with IRI before the weight is applied. IRI has strict upper limits on post-weighting and requires unweighted samples already generally matching the population's rough gender and age distribution. For example, an unweighted sample of 65% male and 35% female would not be accepted, even if corrected with post-weights.

Each record shall include a unique respondent ID number, interviewer ID number, interview duration, Sampling Point ID number (CAPI/PAPI only), interview start and end times, date of interview, GPS coordinates if using CAPI devices capable of capturing this data, and interview language if there is more than one. Each record shall include demographic information about the respondent, including: gender, exact age, and education level.

(7) Technical Report. When delivering data, the Contractor shall provide a Technical Report which shall include the following:

(a) A complete Sampling Plan, including list of PSUs and individual sampling points and number of interviews conducted at each sampling point (CAPI/PAPI) or a complete sampling methodology (CATI) .

(b) Details of response rates, including tabulation of unsuccessful interview attempts by sampling point, with reasons for non-response (i.e. respondent refusal, proxy refusal, inability to locate selected respondent, etc.).

(c) A brief report on survey operations including any practical difficulties encountered in carrying out the survey;

(d) Estimated sampling error;

(e) A complete explanation of the weighting scheme including details of how weighting factors were developed and applied, as well as the demographic data on which weights were based (i.e., age, gender, and education distributions in the population);

(f) any abnormalities encountered during data QC, including but not limited to: suspicious patterns by interviewer ID (e.g. unusually fast completion rates), GPS coordinates not matching the selected sampling point (CAPI/PAPI only), potential contradictions (e.g. respondents who rate a certain politician as highly untrustworthy yet definitely plan on voting for this person), significant data changes of indicators since the previous poll etc.

(8) Summary of deliverables. The Deliverables to be provided to IRI by the Contractor are as follows:

- a. Sampling Plan or sampling methodology
- b. Pretest report
- c. Copies of the final questionnaire, as fielded, in English and translations
- d. A complete data set formatted as SPSS file
- e. A technical report

(9) Delivery Schedule. Contractor will advise IRI on a feasible timeline for completing work on this project as soon as possible, with the deliverables listed in Section 8 above to be submitted no later than 2 weeks after the conclusion of fieldwork.

(10) Proposals must contain:

- A list of surveys with similar specifications previously conducted in Moldova.
- Clarification if bidder is planning to use subcontractors for any tasks.
- The ability to comply with the listed SOW without any alterations. If proposed alterations, please explain.
- Description of coverage, if not 100% of non-institutionalized adults aged 18+:
- Describe sampling methodology, including design and the source the sampling frame is drawn from, household selection, respondent selection, number of call-backs.
- Anticipated response rate
- List interview method (F2F Paper and Pencil, CAPI)
- Description of Interviewer Training (duration, topics etc.)
- Description of fieldwork quality control (direct observation, personal backchecks, phone backchecks etc.)
- Description of data entry and data checks protocol within organization (e.g., checks for duplicate entries, logic checks etc.)
- Description of anticipated challenges if any while carrying out the SOW.
- Disclosure of formal political affiliations, if any, of director and project managers (e.g. leadership positions in political parties or political campaigns)
- Contact information for two or more other clients IRI can contact about quality of work.

Time is of the essence in the performance of the obligations created by this Agreement.

Technical Proposals

All proposals submitted to IRI must include:

1. Information addressing Bidder's experience in providing each of the services identified in the above Statement of Work and Bidder's proposed specific approach for providing those services to IRI under this contract, including sufficient information to determine a clear definition of services as it relates to other providers that may be involved.

2. The name, address, and telephone and email of the Bidder. If the Bidder is a firm, name(s) should be provided for individuals authorized to conduct business on behalf of the firm.
3. Bidders may provide a list of up to three references for work performed of a similar nature during the last three years, along with contact details. IRI may contact the references to evaluate past performance.
4. If the Bidder is a U.S. organization/resident, or a foreign organization/resident which has income effectively connected with the conduct of activities in the U.S. or has an office or a place of business or a fiscal paying agent in the U.S., the information submitted must contain Bidder's Taxpayer Identification Number.
5. All bids must meet the following technical criteria:
 - a. Able to conduct face-to-face (CAPI) interview and phone (CATI) interviews across all Moldova raions (districts).
 - b. Able to conduct interview in Romanian and Russian language.
 - c. Have at least three (3) years of experience conducting polls within Moldova.
 - d. Able to provide a list of prior polling projects conducted in Moldova.
6. All bids must be prepared or translated into English, not exceed ten (10) pages and proposals must contain:
 - a. List of surveys with similar specifications previously conducted in Moldova.
 - b. Clarification if bidder is planning to use subcontractors for any tasks.
 - c. The ability to comply with the listed SOW without any alterations. If proposed alterations, please explain.
 - d. Description of coverage of non-institutionalized adults aged 18+ if not 100%
 - e. Describe sampling methodology, including design and the source the sampling frame is drawn from, household selection, respondent selection, and number of call-backs.
 - f. Anticipated response rate
 - g. List interview methods available
 - h. Description of Interviewer Training (duration, topics, etc.)
 - i. Description of fieldwork quality control (direct observation, personal backchecks, phone backchecks)
 - j. Description of data entry and data checks protocol within organization (e.g., checks for duplicate entries, logic checks etc.)
 - k. Description of anticipated challenges if any while carrying out the SOW.
 - l. Disclosure of formal political affiliations, if any, of director and project managers (e.g. leadership positions in political parties or political campaigns)
 - m. Contact information for two or more other clients IRI can contact about quality of work.

Price Proposals

Bidders must propose a firm-fixed Unit Price for each of the deliverables identified below and in the format of the table below. The Bidder's pricing must be valid for at least 60 (sixty) calendar days after the due date for proposal submission. The proposed Unit Price should be fixed and inclusive of all costs to perform, including inspection services, transportation, taxes, import duties (if any), and other levies. To the extent that a Bidder proposed to include any pricing not reflected in the table below, such pricing must be fully described in the

proposal. Proposals must be submitted in **USD**, payments under any resulting contract will be made in this currency.

Please provide prices per deliverable for both n=1200 and n=1600 sample sizes in USD for both CAPI/PAPI and CATI polling options.

Face to Face Nation-wide Poll (CAPI/PAPI)

Insert Cost per deliverable in USD	Sample size n = 1200	Sample size n = 1600
Sampling Plan		
Pretest Report		
Copies of Final Questionnaire w/ Translation(s) into Romanian and Russian		
Complete SPSS data set and technical report		
Total:		

Phone Nation-wide Poll (CATI)

Insert Cost per deliverable in USD	Sample size n = 1200	Sample size n = 1600
Sampling Plan		
Pretest Report		
Copies of Final Questionnaire w/ Translation(s) into Romanian and Russian		
Complete SPSS data set and technical report		
Total:		

No reimbursement allowed.

Evaluation and Award Process

1. IRI may contact any Bidder for clarification or additional information, but Bidders are advised that IRI intends to evaluate the offers based on the written proposals, without discussions, and reserves the right to make decisions based solely on the information provided with the initial proposals. IRI may but is not obligated to conduct additional negotiations with the most highly rated Bidders prior to award of a contract and may at its sole discretion elect to issue contracts to one or more Bidders.
2. Mathematical errors will be corrected in the following manner: If a discrepancy exists between the total price proposed and the total price resulting from multiplying the unit price by the corresponding amounts, then the unit price will prevail and the total price will be corrected. If there is a discrepancy between the numbers written out in words and the amounts in numbers, then the amount expressed in words will prevail. If the Bidder does not accept the correction, the offer will be rejected.
3. IRI may determine that a proposal is unacceptable if the prices proposed are materially unbalanced between line items or sub-line items. Unbalanced pricing

exists when, despite an acceptable total evaluated price, the price of one or more contract line items is significantly overstated or understated as indicated by the application of cost or price analysis techniques. A proposal may be rejected if IRI determines that the lack of balance poses an unacceptable risk.

4. IRI will conduct a source selection based as follows: **Best Value.**

IRI intends to make an award to the responsible Bidder based on the following evaluation factors:

- a. Technical evaluation, (including technical capabilities, proposed technical approach, and personnel qualifications) – **30 percent.**
 - i. *Sampling methodology – 10 percent*
 - ii. *Fieldwork quality control – 10 percent*
 - iii. *Capacity to perform SOW including adequate personnel qualification – 10 percent.*
- b. Past performance and experience in performing similar projects –**40 percent.**
 - i. *Relevant experience in politically focused or relevant survey research in Moldova as demonstrated by CV.*
 - ii. *List of past polling projects conducted in Moldova.*
- c. Price – **30 percent**

IRI intends to evaluate Bidders' proposals in accordance with these factors and make an award to the responsible Bidder whose proposal is most advantageous to the program.

5. If a cost realism analysis is performed, cost realism may be considered in evaluating performance or price.

Submission Instructions

Bids must be submitted via email to Teodora Graur, at tgraur@iri.org with the subject line "**RFP Moldova Nation-Wide Poll Proposal EURASIA2021MO03o**" by the deadline listed above.

RFP Terms and Conditions

1. Prospective Bidders are requested to review clauses incorporated by reference in the section "Notice Listing Contract Clauses Incorporated by Reference".
2. IRI may reject any or all proposals if such is within IRI's interest.
3. Proof of costs incurred, such as but not limited to receipts, pictures and financial documents, may be requested during and for up to three years after the end of the contract period.
4. The Bidder's initial proposal should contain the Bidder's best offer.
5. Payment will be made upon receipt of invoices and deliverables/services.
6. Discussions with Bidders following the receipt of a proposal do not constitute a rejection or counteroffer by IRI.
7. IRI will hold all submissions as confidential and submissions shall not be disclosed to third parties. IRI reserves the right to share proposals internally, across divisions, for the purposes of evaluating the proposals.
8. For any currency conversion, the exchange rate to US Dollars listed on oanda.com on the closing date of this solicitation shall be used.

9. Every contract will contain provisions governing termination for cause and termination for convenience.
10. By submitting a proposal, offeror agrees to comply with all terms, conditions, and provisions included in the solicitation and agreement to the services identified above, and will specifically identify any disagreement with or exceptions to the terms, conditions, and provisions.
11. Offerors confirm that the prices in the proposal/proposal/application/quote have been arrived at independently, without any consultation, communication, or agreement with any other Bidder or competitor for the purpose of restricting competition.
12. If IRI continues to require the goods and services and the price remains reasonable and within market norms, resulting contract may be renewed up to one additional year with 30 days' notice to the Contractor. Bidder must establish any price increase for each renewal year in the initial bid.
13. By applying to this RFP, applicant is certifying that if it is awarded a contract, none of funds payable under the resulting contract will be used to (1) procure or obtain, extend or renew a contract to procure or obtain; (2) enter into a contract (or extend or renew a contract) to procure; or (3) obtain the equipment, services, or systems 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 in compliance with the National Defense Authorization Act. Covered telecommunications equipment and services mean any of the following:
 - i. Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - ii. 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).
 - iii. Telecommunications or video surveillance services provided by such entities or using such equipment.
 - iv. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the 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. ([2 CFR 200.216](#)).
14. Bidders agree to disclose as part of the proposal submission:
 - Any close, familial, or financial relationships with IRI staff and agents. For example, the Bidder must disclose if a Bidder's mother conducts volunteer trainings for IRI.
 - Any family or financial relationship with other Bidders submitting proposals. For example, if the Bidder's father owns a company that is submitting another proposal, the Bidder must state this.
 - Any other action that might be interpreted as potential conflict of interest.

Notice Listing Contract Clauses Incorporated by Reference

IRI is required to make the contractor subject to certain flowdown clauses of the prime award. This awarded contract will incorporate one or more clauses by reference, with the same force and effect as if they were given in full text. Where “flow-down” to the contractor is applicable, references to “USAID/Department of State” shall be interpreted to mean “IRI”, “Recipient” to mean “Contractor”, and “Subrecipient” to mean “lower-tier subcontractor.” Included by reference are the applicable provisions contained in Appendix II to 2 CFR Part 200 and USAID Standard Provisions for Non-US Non-governmental Organizations/US Department of State Standard Terms and Conditions.

IRI Obligations

Issuance of this RFP does not constitute an award commitment on the part of IRI, nor does it commit IRI to pay for costs incurred in the preparation and submission of a proposal or quotation.

Required Certifications

The following certificates need to be signed by all Bidders. These certifications are an integral part of the quotation/proposal. Please print them off and send back to us with your proposal after signature on each certificate. They are:

- Certification regarding debarment, suspension, ineligibility and voluntary exclusion lower tier covered transactions.
- Authorized Individuals

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS

This certification implements Executive Order 12549, Debarment and Suspension and the requirements set forth in 2.C.F.R. 180, Subpart C.”

Copies of the regulations may be obtained by contacting the person to which this proposal is submitted.

1. By signing and submitting this proposal/application/quote, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal/application/quote is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549.
5. The prospective lower tier participant agrees by submitting this proposal/application/quote that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the IRI.
6. The prospective lower tier participant further agrees by submitting this proposal/application/quote that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 above, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a

person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: _____
Date: _____
Name: _____
Title/Position: _____
Entity Name: _____
Address: _____

Authorized Individuals

The offeror/bidder/applicant represents that the following persons are authorized to negotiate on its behalf with IRI and to bind the recipient in connection with this procurement:

Name	Title	Telephone	Email

Signature: _____

Date: _____

Name: _____

Title/Position: _____

Entity Name: _____