



USAID | UGANDA

FROM THE AMERICAN PEOPLE

SOLICITATION NUMBER: 72061720R10018

ISSUANCE DATE: August 10, 2020

CLOSING DATE/TIME: August 21, 2020, 4:45:00 PM Uganda Time

SUBJECT: Solicitation for a Cooperating Country National Personal Services Contractor (CCNPSC) (*Local Compensation Plan*)

Dear Prospective Offerors:

The United States Government, represented by the U.S. Agency for International Development (USAID), is seeking offers from qualified persons to provide personal services under contract as described in this solicitation.

Offers must be in accordance with **Attachment 1** of this solicitation. Incomplete or unsigned offers will not be considered. Offerors should retain copies of all offer materials for their records.

This solicitation in no way obligates USAID to award a PSC contract, nor does it commit USAID to pay any cost incurred in the preparation and submission of the offers.

Any questions must be directed in writing to the Point of Contact specified in the Attached 1.

Sincerely,

Admir Serifovic
Acting Supvy. Executive Officer

I. GENERAL INFORMATION

- 1. SOLICITATION NUMBER:** 72061720R10018
- 2. ISSUANCE DATE:** August 10, 2020
- 3. CLOSING DATE/TIME FOR RECEIPT OF OFFERS:** August 21, 2020, 4:45:00 PM Uganda Time
- 4. POINT OF CONTACT:** Grace Nakaddu, EXO Specialist, gnakaddu@usaid.gov or 0414-306-001.
- 5. POSITION TITLE:** Project Management Specialist (Monitoring & Evaluation)
- 6. MARKET VALUE:** UGX 108,988,938 – 159,733,808 per annum, equivalent to FSN-10. In accordance with AIDAR Appendix J and the Local Compensation Plan of USAID/Uganda. Final Compensation will be negotiated within the listed market value.

7. PERIOD OF PERFORMANCE: Employment under this contract is of a continuing nature. Its duration is expected to be part of a series of sequential contracts; all contract provisions and clauses and regulatory requirements concerning availability of funds and the specific duration of this contract shall apply; always subject to the right of early termination.

The initial term of the contract will be five years, which shall include a probationary period of six months. Employees who do not meet the required standards for their position during this six months period may be reassigned to another position or terminated at the convenience of the U.S. Government. Employees are expected to demonstrate qualifications and general suitability for continued employment during the probationary period. If with written justification, the probationary period may be extended for another period not exceeding six months.

8. PLACE OF PERFORMANCE: Kampala, Uganda with possible travel as described in the Statement of Work.

9. ELIGIBLE OFFERORS: “Cooperating Country National” shall mean the individual engaged to serve in the Cooperating Country under this contract.

10. SECURITY LEVEL REQUIRED: Employment Authorization

11. STATEMENT OF DUTIES:

(1) General Statement of Purpose of the Contract

USAID/Uganda is seeking for qualified individuals to fill the Project Management Specialist (Monitoring & Evaluation).

The U.S. President’s Emergency Plan for AIDS Relief (PEPFAR) represents the U.S. Government (USG) response to the global HIV/AIDS epidemic and is the largest commitment in history by any nation to address a single disease. Thanks to American leadership and generosity, alongside the work of many partners, PEPFAR has saved millions of lives, averted millions of infections, and changed the course of the epidemic. As countries progress towards HIV/AIDS epidemic control, the point at which new HIV infections have decreased and fall below the total number of deaths among HIV-infected individuals,

PEPFAR is now undertaking the challenge of controlling the pandemic. PEPFAR 3.0 - Controlling the Epidemic: Delivering on the Promise of an AIDS-free Generation - collects and uses data in the most granular manner (disaggregated by sex, age, and at the site level) to do the right things, in the right places, and right now within the highest HIV-burdened populations and geographic locations.

With an annual budget of approximately \$300 million and 57 staff positions, OHH is USAID/Uganda's largest technical office and one of USAID's largest and most complex bilateral health programs. The office is organized into five units: Health Systems Strengthening; Malaria, Emerging Pandemic Threats and the Global Health Security Agenda; HIV & Tuberculosis (TB); Family Health; and the SI Unit. The role of the SI Unit is to support evidence-based program management and decision making across the health portfolio by collecting and analyzing data and information; and advising OHH leadership and technical units on program performance, planning, monitoring, evaluation, learning and reporting.

The PMS (M&E) works in the SI Unit under the supervision of the Deputy SI Unit Lead; supports the HIV & TB Unit in data collection, analysis, and reporting on USAID's large, varied and complex set of PEPFAR programs, projects and activities; employs advanced statistical, data processing, data analysis and presentation skills to generate information from health-related data sets to support program management and improve project efficiency and effectiveness; ensures that the Mission complies with all PEPFAR and Agency requirements for performance monitoring, evaluation and reporting; and serves as a technical advisor on M&E, impact analysis, and other data and SI exercises relating to OHH programs and projects. In addition, PMS (M&E) serves as an Alternate Contracting Officer's Representative (COR) for the \$23 million Strategic Information Technical Support (SITES) project.

(2) Statement of Duties to be performed.

A. Data Management and Analysis (50%)

- Develops data management tools and systems, data repositories, guidelines and other reference documents for M&E and learning to ensure harmonized data collection systems across the health program.
- Maintains multiple sets of key indicators: common indicators related to standard components used in all USAID programs/projects; indicators at the development objective and project levels; and detailed indicators at the activity level. Tracks performance against these indicators.
- Contributes to ensuring the quality of information being collected, including advising technical staff on the treatment of research subjects and relevant data disaggregation needs.
- Supports the Mission's data management planning; recommends and helps establish protocols for documenting activity-level data; documents data analysis procedures and meets data retention and warehousing requirements; and complies with all applicable data management regulations.
- Participates in data cleaning exercises, data quality assessments and implementation of data quality improvement plans in coordination with the Office of Program and Policy Development (PPD) and USAID's M&E contractors.
- Serves as a key resource for OHH data analysis. Recommends analytical methods to assess progress against planned results and performs data extraction and analysis, including inferential statistical analysis, regression analysis and other analyses as appropriate to the data.

--Documents methodologies and procedures used in the compilation and analysis of data, including data sources, limitations of estimates and guidelines for their use.

--Collaborates with PPD, other USG agencies, and USAID/Washington in acquiring performance data for the Performance Management Plan.

--Collects, retrieves, processes and analyzes data to support OHH strategic planning, programming, performance management and reporting.

--Supports interagency and implementing partner level work to set targets; acquire performance data; enter target and performance data into the system; and retrieve, manipulate and analyze data.

--Provides technical leadership to the HIV/AIDS Unit in OHH in the preparation of the PEPFAR Country Operational Plan, focusing on data and analytical needs.

--Supports PEPFAR-specific processes related to data access and analysis and the use of M&E and reporting data.

--Participates on teams to collect and analyze PEPFAR Site Improvement through Monitoring Systems (SIMS) data and advises on SIMS site assessment tools.

--Supports PEPFAR Oversight Accountability Response Team (POART) processes by compiling and analyzing data and participating in quarterly POART reviews.

--As a member of the interagency SI Working Group and the Government of Uganda (GOU) HIV/AIDS M&E Technical Working Group, provides technical leadership in the compilation, validation, tabulation, and analysis of PEPFAR data for annual, semi-annual, quarterly and other periodic and ad hoc reporting to the Office of the U.S. Global AIDS Coordinator.

B. Monitoring, Evaluations and Learning (20%)

--Advises OHH, other Mission staff, implementing partners and the personnel of other USG agencies on M&E concepts and processes.

--Provides technical guidance to OHH on team responsibilities for the implementation of the Mission's Performance Management Plan.

--Advises, trains and mentors Contracting Officer Representatives (CORs), Agreement Officer Representatives (AORs) and OHH technical staff on the process of defining measurable indicators and targets to ensure that activity work plans and monitoring plans include relevant and effective performance measures to capture results.

--Advises implementing partners on developing activity level monitoring, evaluation and learning plans; recommends the use of specific measurement techniques and other appropriate tools to capture and report performance; and reviews and assesses the quality of performance reports and studies completed by implementing partners.

--Coordinates with USAID's M&E Contractors on the development, management and maintenance of the PEPFAR M&E and reporting system.

--Works with the HIV/AIDS Unit Leader and senior technical staff to develop and execute an evaluation plan that complies with the USAID Evaluation Policy. Advises thematic teams/working groups and technical specialists on planning, designing and implementing appropriate evaluation plans.

--Coordinates and reviews evaluations and studies conducted by implementing partners and contractors.

--Participates in OHH field monitoring of activities to ensure data quality.

--Manages and/or supports evaluations, assessments, studies, applied research and learning reviews that require highly technical and independent analysis and interpretation on a regular and recurring basis, often on sensitive USAID Mission, interagency and OHH issues.

--Guides technical staff in drafting appropriate Statements of Work for evaluations, participates in and sometimes leads evaluation teams, and ensures that team comments on draft evaluation reports are reflected in final evaluation reports.

--Facilitates adaptive management of interventions through rapid feedback and shorter learning loops from studies, data analysis, evaluations and lessons from other sources.

--Manages the Collaborating, Learning, and Adapting (CLA) components of OHH activities, including evaluation and research activities and dissemination of results for HIV/AIDS projects.

--Organizes brainstorming sessions and consultations with staff, implementing partners and stakeholders to develop and implement a CLA agenda for HIV/AIDS-related interventions; identifies mechanisms for implementing research; and executes plans to manage implementation of research and evaluation activities and the dissemination of results.

--Coordinates with the SI Unit, OHH technical teams and senior technical staff of other USG agencies to develop, oversee preparation of, and disseminate the results of public health evaluations such as Demographic and Health Surveys, AIDS Indicator Surveys, Malaria Indicator Surveys and Behavior Change Surveillance studies.

--Guides and supports the HIV/AIDS Unit in the collation, prioritization, follow up, and close out of recommendations from research and evaluations.

C. Reporting and Communication (15%)

--Prepares data visualizations for public presentations or inclusion in reports. This includes pie charts, bar graphs and tables and promoting data use through geographic information systems, innovative graphics and dashboards.

--Contributes to performance monitoring reviews and reports, PEPFAR reporting requirements, the annual Performance Plan and Report, as well other reporting requirements using USG-specific systems and tools.

--Reviews and comments upon quarterly, semi-annual, and annual performance reports from implementing partners.

--Coordinates with other SI unit members to review results of public health evaluations such as Demographic and Health Surveys, AIDS Indicator Surveys, Behavior Change Surveillance and Malaria Indicator Surveys.

--Assists in identifying M&E training needs and participates in planning and delivering training workshops for partners and stakeholders on the Data for Accountability, Transparency, and Impact system and District Health Information Software 2.

--Provides technical support to the GOU related to the development, management and continuous upgrade of the National Health Information System and the central repository (data warehouse) for HIV/AIDS data. Works with the Ministry of Health to clean data, create secondary variables, and develop summaries and reports.

--Works closely with senior GOU staff to ensure that national level data are available and reliable.

--Liaises with the GOU on and monitors the functionality of the Electronic Medical Records system.

--Engages with interagency technical staff to ensure that USG data contributes to an accurate picture of the situation on the ground, that double counting is avoided, and that results are truly attributable to USAID (and USG) interventions.

--Represents USAID in national and international technical and programmatic meetings and consultations with other social sector donors, government officials and implementing partners.

--Serves as a member of the Mission's M&E and Learning group and SI Technical Working Group.

D. SI Activity Management (15%)

--Serves as Alternate COR for the Mission's M&E contract that was designed to facilitate, promote and enhance evidence-based programming and reporting in Uganda's health system.

--As Alternate COR, and in accordance with the Alternate COR designation letter from the Contracting Officer, reviews and provides administrative approval for assigned activities; ensures compliance with audits and the closure of open recommendations; maintains monthly project financial management tracking systems; ensures that obligations, expenditures, and budget pipelines conform to action plans and results; ensures appropriate and timely incremental funding of activities; and ensures that project activities are in compliance with USAID regulations.

--May serve as AOR/COR or activity manager for one or more evaluations, assessments or special studies.

--Participates as an M&E expert in OHH or cross-cutting Mission design teams for new projects and activities.

The contractor is eligible for temporary duty (TDY) travel to the U.S., or to other Missions abroad, to participate in the "Foreign Service National" Fellowship Program, in accordance with USAID policy.

(3) Supervisory Relationship:

The PMS (M&E) works in the SI Unit of OHH under the supervision of the Project Management Specialist-SI (Deputy Unit Leader), who will provide administrative and M&E technical supervision. Most assignments are self-generated and occur in the normal course of the work, but the incumbent determines those that must be coordinated with the supervisor. In general, the PMS (M&E) will exercise considerable autonomy and best judgment in discharging the duties of the assignment. The supervisor reviews completed work in terms of results achieved, effectiveness in meeting USAID objectives, and integration with other initiatives in the OHH and Mission portfolio.

(4) Supervisory Controls:

The position does not entail continuing supervision of other staff. However, oversight of short- and medium-term technical contractors and temporary duty personnel is contemplated, requiring the PMS (M&E) to prepare interim assessments of their performance. The PMS (M&E) provides technical guidance, mentoring and coaching to USAID technical staff and implementing partners on M&E design, planning and execution.

12. PHYSICAL DEMANDS: The work requested does not involve undue physical demands.

II. MINIMUM QUALIFICATIONS REQUIRED FOR THIS POSITION

Offers will be initially screened for compliance with application instructions and eligibility in accordance with the minimum qualification criteria listed below.

To ensure compliance with the entire set of this solicitation instructions (please see page 8 to 12 – III. EVALUATION AND SELECTION FACTORS and IV. PRESENTING AN OFFER sections), **the offer package must be complete and signed—where indicated - and offerors must include in their offers information to demonstrate that they:**

- (1) have attained the required education level; and
- (2) meet the experience requirements, etc.

Education:

Bachelor's degree in statistics, quantitative economics, business statistics, population studies, computer science, information systems and technology, or medicine and surgery.

Prior Work Experience:

--Five (5) years of experience providing M&E services in Uganda or other developing countries, preferably in the field of public health.

--Experience developing results frameworks, performance indicators, and performance management plans' conducting baseline studies, evaluations and impact assessments; and conceptualizing and managing research, analyzing data and disseminating research findings.

--Demonstrated track record of increasing responsibility and experience in the design, implementation and management of data systems and data analysis using multiple analytical platforms.

Language Proficiency:

Level IV (fluent) English language proficiency, both oral and written, is required.

Job Knowledge:

--Demonstrated knowledge of methods of empirical data collection, inferential statistical analysis, data visualization and program/project performance analysis.

--Working knowledge of technical and programmatic aspects of health and HIV/AIDS interventions in a developing country context.

--Familiarity with a wide range of issues in the management of health programs, including program and project design, M&E, program reporting, health management information systems, local government systems and community development.

--In-depth knowledge of development principles, concepts and practices, especially as they relate to managing technical and programmatic aspects of health and HIV/AIDS interventions in a developing country context.

--Knowledge and understanding of the economic, political, social and cultural characteristics of Uganda and the region; development problems in the HIV/AIDS sector in Uganda and the region; and understanding of the resources, resource constraints and overall development prospects and priorities of Uganda and the region.

--Knowledge and understanding of the organization and respective roles of the different levels of the GOU, and especially of the Ministry of Health, in order to enhance effective communication and build consensus on program/project/activity strategy and implementation.

Skills and Abilities:

--Excellent computer skills, including competency in Microsoft Word and PowerPoint; advanced proficiency in Microsoft Excel; and competency in statistical and data analysis software such as SPSS, SASS, Stata, R, Tableau and ArcGIS 10.

--Proficiency in database development and data warehousing using MS Office products and nonproprietary platforms.

--Originality and creative thinking to discern data patterns and create data visualizations.

--Excellent writing and presentation skills, including the ability to communicate technical subjects to non-technical audiences; develop precise and accurate factual reports and briefing papers using rigorous analytical and interpretive skills; and present information, analyses and recommendations in clear written and oral formats in a timely manner.

--Strong interpersonal and team-building skills, including the ability to work effectively in a multi-cultural, multi-disciplinary team and with team members who may have different backgrounds and skill levels.

--Ability to respond professionally and in fluid situations to meet deadlines in the face of competing priorities in a dynamic, fast-paced environment.

III. EVALUATION AND SELECTION FACTORS

The Government may award a contract without discussions with offerors in accordance with [FAR 52.215-1](#). The CO reserves the right at any point in the evaluation process to establish a competitive range of offerors with whom negotiations will be conducted pursuant to [FAR 15.306©](#). In accordance with [FAR 52.215-1](#), if the CO determines that the number of offers that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the CO may limit the number of

offerors in the competitive range to the greatest number that will permit an efficient competition among the most highly rated offers. The FAR provisions referenced above are available at <https://www.acquisition.gov/browse/index/far>.

Offers will be initially screened for compliance with the solicitation instructions and eligibility in accordance with the qualification criteria below.

To ensure compliance with the entire set of this solicitation instructions (please see page 11 – 12 IV. PRESENTING AN OFFER section), **the offer package must be complete and signed—where indicated - and offerors must include in their offers information to demonstrate that they** have attained the required education level and meet the experience requirements, etc.

Offerors will be evaluated and ranked based on the information provided for the four Quality Ranking Factors (ORFs) that must be addressed as required in the supplemental document – Item IV – Presenting an Offer 1 (iv).

Offerors **must**, therefore, **address each of the four Quality Ranking Factors (ORFs) in their offer.** Top-ranked Offerors who meet the minimum qualification will be invited for an interview and given a written evaluation.

Management may consider the following when determining successful candidacy: nepotism, conflicts of interest, budget, and residency status.

Current employees serving a probationary period are not eligible to apply. Current employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.

The four Quality Ranking Factors (ORFs) that must be addressed as required in the supplemental document – Item IV – Presenting an Offer 1 (iv) are:

1. Job Knowledge (40 points):

--Demonstrated knowledge of methods of empirical data collection, inferential statistical analysis, data visualization and program/project performance analysis.

--Working knowledge of technical and programmatic aspects of health and HIV/AIDS interventions in a developing country context.

--Familiarity with a wide range of issues in the management of health programs, including program and project design, M&E, program reporting, health management information systems, local government systems and community development.

--In-depth knowledge of development principles, concepts and practices, especially as they relate to managing technical and programmatic aspects of health and HIV/AIDS interventions in a developing country context.

--Knowledge and understanding of the economic, political, social and cultural characteristics of Uganda and the region; development problems in the HIV/AIDS sector in Uganda and the region; and understanding of the resources, resource constraints and overall development prospects and priorities of Uganda and the region.

--Knowledge and understanding of the organization and respective roles of the different levels of the GOU, and especially of the Ministry of Health, in order to enhance effective communication and build consensus on program/project/activity strategy and implementation.

2. Prior Work Experience (35 points):

--Five (5) years of experience providing M&E services in Uganda or other developing countries, preferably in the field of public health.

--Experience developing results frameworks, performance indicators, and performance management plans; conducting baseline studies, evaluations and impact assessments; and conceptualizing and managing research, analyzing data and disseminating research findings.

--Demonstrated track record of increasing responsibility and experience in the design, implementation and management of data systems and data analysis using multiple analytical platforms.

3. Skills and Abilities (25 points):

--Excellent computer skills, including competency in Microsoft Word and PowerPoint; advanced proficiency in Microsoft Excel; and competency in statistical and data analysis software such as SPSS, SASS, Stata, R, Tableau and ArcGIS 10.

--Proficiency in database development and data warehousing using MS Office products and nonproprietary platforms.

--Originality and creative thinking to discern data patterns and create data visualizations.

--Excellent writing and presentation skills, including the ability to communicate technical subjects to non-technical audiences; develop precise and accurate factual reports and briefing papers using rigorous analytical and interpretive skills; and present information, analyses and recommendations in clear written and oral formats in a timely manner.

--Strong interpersonal and team-building skills, including the ability to work effectively in a multi-cultural, multi-disciplinary team and with team members who may have different backgrounds and skill levels.

--Ability to respond professionally and in fluid situations to meet deadlines in the face of competing priorities in a dynamic, fast-paced environment.

4. Education (pass/fail):

Offerors will be given a passing score if they have a relevant level of education. Offerors without a relevant level of education will not be considered for award or proceed forward in the evaluation process.

Bachelor's degree in statistics, quantitative economics, business statistics, population studies, computer science, information systems and technology, or medicine and surgery.

Evaluation Factors have been assigned the following points:

Job Knowledge - 40 points
Work Experience - 35 points
Skills and Abilities - 25 points

Education – **Pass/Fail**
Language Proficiency - **Pass/Fail**
Satisfactory Professional Reference Checks– **Pass/Fail**

Evaluation Factor Total – 100 points, and Pass for Education, Language Proficiency and Reference Checks.

Offerors invited to an interview and written test will be evaluated based upon the same criteria described above. In addition, offerors determined to be competitively ranked may also be evaluated on interview performance, written evaluations and/or satisfactory professional reference checks.

IV. PRESENTING AN OFFER

1. Eligible Offerors are required to complete and submit **(Requirements (i) - (v) below are critical for compliance of the offer. Therefore, candidates MUST pay due attention to these):**

(i) A typed and **hand signed** (around Section 6 – Declaration) DS-174 Employment Application for Locally Employed Staff or Family Member (<https://eforms.state.gov/Forms/ds174.pdf>; Version Exp. 06/2022). Offerors are required to complete sections 1 through 6. (Make sure to use **additional Work Experience pages (Section 4)**, if needed, to provide complete work history).

(ii) Cover letter (addressed to the USAID Supervisory Executive Officer) clearly indicating the position for which you are applying and describing how you meet the minimum requirements.

(iii) Complete curriculum vitae/resume. In order to fully evaluate your application, the resume must include:

(a) Paid and non-paid experience, job title, dates held (month/year). **Please specify unpaid or part time work. Any experience that does not include dates (month/year) will not be counted towards meeting the solicitation requirements. (NOTE: Resume and DS-174 work experience should match.)**

(b) Specific duties performed that fully detail the level and complexity of the work.

(c) Education and any other qualifications including job-related training courses, job-related skills, or job-related honors, awards or accomplishments.

(d) Name and contact information (phone and email) of three (3) professional references. At least one of the references must be a prior or current direct supervisor.

(iv) Supplemental [separate] document specifically addressing each QRF as outlined in the solicitation.

(v) Copies of Academic Transcripts.

(vi) Offers should be in a standard file type such as Microsoft Word (.doc) or Adobe Acrobat (.pdf). All should be in one document which should not exceed 10MB.

(vii) Submitted offers and documents become the property of USAID and will not be returned.

2. Offers must be received by the closing date and time specified in **Section I, item 3**, and submitted to the Point of Contact at KampalaHR@state.gov. **Incomplete or late applications will not be considered.**

All qualified Offerors will be considered regardless of age, race, color, sex, creed, national or tribal origin, lawful political affiliation, non-disqualifying handicap, marital status, sexual orientation, affiliation with an employee organization or other non-merit factor.

3. Offeror submissions must clearly reference the Solicitation number on all offeror submitted documents.

V. LIST OF REQUIRED FORMS FOR PSC HIRES

Once the Contracting Officer (CO) informs the successful Offeror about being selected for a contract award, the CO will provide the successful Offeror instructions and how to complete and submit forms for obtaining medical and security clearances.

VI. BENEFITS/ALLOWANCES

As a matter of policy and as appropriate, a PSC is normally authorized the following benefits and allowances - in accordance with the U.S. Mission to Uganda’s Local Compensation Plan (LCP). The plan includes basic salary, miscellaneous allowance, retirement plan, and medical insurance subsidy. Final compensation for Offerors will be negotiated within the listed market value.

VII. TAXES

Successful Offeror will be subject to Ugandan tax laws.

VIII. USAID REGULATIONS, POLICIES AND CONTRACT CLAUSES PERTAINING TO PSCs

1. USAID regulations and policies governing CCNPSC awards are available at the below sources:

USAID Acquisition Regulation (AIDAR), Appendix J, “Direct USAID Contracts With a Cooperating Country National and with a Third Country National for Personal Services Abroad,” including contractual General Provisions (https://www.usaid.gov/sites/default/files/documents/1868/aidar_0.pdf)

2. Contract Cover Page form AID 309-1 available at <https://www.usaid.gov/forms>

LINE ITEMS

ITEM NO (A)	SUPPLIES/SERVICES (DESCRIPTION) (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	Compensation, Fringe Benefits and Other Direct Costs (ODCs) - Award Type: Cost - Product Service Code: R497 - Accounting Info: BBFY Fund: GH-C-/2018/2019 APPRO: 72-1918/191031	1	LOT	UGX TBD	UGX TBD at Award after negotiations with Contractor

3. Acquisition & Assistance Policy Directives and Contract Information Bulletins (AAPDs/CIBs) for Personal Services Contracts (<https://www.usaid.gov/work-usaid/aapds-cibs>).

4. Ethical Conduct. By the acceptance of a USAID personal services contract as an individual, the contractor will be acknowledging receipt of the “Standards of Ethical Conduct for Employees of the Executive Branch,” available from the U.S. Office of Government Ethics, in accordance with General Provision 2 and 5 CFR 2635. See <https://www.oge.gov/web/oge/nsf/OGE%20Regulations>.

[END SOLICITATION]