



# USAID | UGANDA

FROM THE AMERICAN PEOPLE

**SOLICITATION NUMBER:** 72061723R10023

**ISSUANCE DATE:** September 18, 2023

**CLOSING DATE/TIME:** October 2, 2023, 4:45 PM Uganda Time

**SUBJECT:** Solicitation for Acquisition & Assistance 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.

USAID will evaluate all offerors based on the stated evaluation criteria. USAID encourages all individuals, including those from disadvantaged and under-represented groups, to respond to the solicitation.

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 General Information section of the solicitation at: [kampalausaidjobs@usaid.gov](mailto:kampalausaidjobs@usaid.gov)

Sincerely,

**Meghan  
Waters**

Meghan Waters  
Contracting Officer

Digitally signed by  
Meghan Waters  
Date: 2023.09.12  
10:25:56 +03'00'

**I. GENERAL INFORMATION**

- 1. SOLICITATION NUMBER:** 72061723R10023
- 2. ISSUANCE DATE:** September 18, 2023
- 3. CLOSING DATE/TIME FOR RECEIPT OF OFFERS:** October 2, 2023, 4:45 PM Uganda Time
- 4. POINT OF CONTACT:** EXO and HR Specialist at: [kampalausaidjobs@usaid.gov](mailto:kampalausaidjobs@usaid.gov)
- 5. POSITION TITLE:** Administrative Management Assistant (Travel & Procurement)
- 6. MARKET VALUE:** UGX 86,951,739 to 127,587,851 per annum, equivalent to FSN - 09. 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 to a year. Employees who do not meet the required standards for their position during this probation 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 (CCN) – an individual who is a cooperating country citizen or a non-cooperating country citizen lawfully admitted to permanent residence in the cooperating country.

**10. SECURITY LEVEL REQUIRED:** Employment Authorization

**11. STATEMENT OF DUTIES:****1) General Statement of Purpose of the Contract.**

The EXO Administrative Management Assistant (Travel & Procurement) position is located in the USAID/Uganda Executive Office (EXO). The EXO has three (3) customer service divisions namely – (i) the EXO/Information Services Division; the EXO/Procurement and Travel Division and its sub-unit for Records Management, and (3) EXO/Human Resources Division. The EXO Administrative Assistant (Travel & Procurement) shares responsibility with other EXO staff for achieving an integrated customer service program for the USAID/Uganda staff of a projected 250 staff members - including US Direct Hires (USDH) and Personal Services Contractors (PSCs) – USPSCs, Cooperating Country Nationals (CCNPSCs), and Third Country Nationals (TCNPSCs).

This is a mixed position whereby the EXO Administrative Assistant (Travel & Procurement) serves as the Travel expert, serves as the Deputy to the Procurement Agent, and serves as the alternate Records Management Specialist for USAID/Uganda. Reporting to the Procurement Agent, the EXO Administrative Assistant (Travel & Procurement)'s primary responsibilities include:

1) serving as the USAID/Uganda subject matter expert (SME) on Travel Authorizations (TAs) issuance and E2 System Administrator:

-- issuing all travel orders for official, entitlement, TDY trips - plans, coordinates, and implements a full range of travel services to USAID/Uganda staff and TDYers.

-- advising Mission staff on travel policy and procedures – provides travel and transportation of logistics advice in accordance with the United States Government (USG) travel policies, guidelines, practices, to USAID/Uganda staff and TDYers. Ensures that travel and transportation actions are prepared in compliance with Agency regulations, procedures, and guidelines.

-- serving as Point of Contact (POC) – is the primary contact for travel requests, inquiries, actions, and the local Travel Agent.

2) serving as the Deputy Procurement & Travel Division Lead - responsible for assisting the Procurement Agent in the management of the procurement portfolio including the processing of USAID/Uganda's procurement actions for good and services under the Simplified Acquisition Procedures using different mechanisms and tools.

3) Backing the Communications & Records Management Clerk (C&R) in the absence of the C&R management Clerk.

4) Supervising one (1) EXO Administrative Clerk/Chauffeur and the C&R Management Clerk in the absence of the Procurement & Travel Division Lead.

2) Statement of duties to be performed.

### **1. Travel and Transportation Management - 60 %**

-- Plans, coordinates, and provides a wide range of travel services for official mission travelers (USDH, USPSC, TCN and CCN staff, authorized dependents, and TDYers) - including arranging their international and in-country itineraries, making airline reservations in accordance with USG travel policies regulations.

-- Processes travel requests and TAs including in-country blanket TAs and amendments using the E2 software. Simplifies entitlement guidelines for a variety of travel situations, including post assignment, home leave/return to post, home leave/transfer, direct transfer, Educational Travel, Rest and Recuperation travel, Temporary Duty (TDY) travel, Medical Evacuation, invitational travel, emergency visitation travel, post departure, separation travel, authorized departures, dependents travel, etc. Obtains travel itineraries and determines best routing or schedules that are advantageous to the USG.

-- Provides orientation briefings to new staff on USAID travel operations and provides training to Mission administrative personnel on voucher processing, eCC processing, and other travel-related issues. Trains Mission staff in E2 roles and responsibilities and ensures that E2 arrangers are proficient enough to be able to initiate TA processes.

-- Ensures that the necessary approval documents are obtained prior to travel, that there are sufficient funds in TAs to cover carrier costs, per diem, and the standard miscellaneous expenses.

- Serves as SME and POC on USG travel regulations responsible for providing guidance and interpretation of USG travel regulations, procedures and practices to the Deputy Executive Officer, the Supervisory Executive Officer, and all USAID/Uganda staff.
- Reviews travel arrangements to ensure compliance with regulations and procedures (Fly America Act, 14 Foreign Affairs Manual (FAM), 3 FAM and Foreign Affairs Handbook (FAH), Federal Travel Regulations, direct routing, city-pair fares, per diem costs, availability of funding, etc.), and ensures that all travelers are well informed on matters related to post-funded travel. Determines applicability and proper interpretation of governing official travel policies or recommends changes in established policy when necessary.
- Advises travelers on travel-related allowances such as the shipping allowance (airline baggage policies, unaccompanied baggage, Household effects, Privately Owned Vehicle, pet transportation policies), per diem, rest stop, Premium Class Lounge, Seat Selection Program, cost construct regulations, ticket changes fees, penalties, etc. Resolves problems or issues arising from travel demands, emergencies or conflicting information with tact and diplomacy.
- Maintains emergency preparedness documents and records. On a quarterly basis, reviews accuracy of documents and ensures they are updated with the most current best practice and evacuation policy available.
- Creates and maintains an updated tracker of all travel including historical information from past evacuations and emergencies so that mission is prepared for future incidents; creates record of lessons learned and best practices to refer to in the future.
- Reviews and ensures that travel invoices are accurate and cleared for payment processing. Serves as the main POC with the STATE Travel Agent/representative on issues relating to refund of unused tickets and reissuance of the tickets. Receives, reviews, and ensures the invoices issued by the Travel Agent are accurate and cleared for payment processing.
- Prepares Visa Support Letters/Note Verbale for incoming staff and TDYers requesting issuance of visas to Uganda and obtains their approval from STATE/HR.
- As the lead/senior advisor and SME on Travel, represents EXO at different travel related meetings such as at the all new-arrival orientation briefings to outline travel operations, policies, and procedures, checkout briefings, etc.

## **2. Simplified Acquisitions Duties – 25 %**

- Completes a variety of simplified acquisition actions as a Buyer including purchase orders, blanket purchase agreements through the Global Acquisition & Assistance System (GLAAS) and submits USG purchase card and procurement requests to STATE/ICASS/Procurement to be processed through the ARIBA procurement system. Receives requests, plans, negotiates, issues purchase orders and performs post-award administration such as modifications, closeout of the procurement instruments, etc. Commodities and services to be procured include off-site space for USAID/Uganda meetings, retreats, conferences, furniture and furnishings, miscellaneous contracting services such as for banking, legal, consultancies related to staff development training and logistics, assessments, etc.
- Prepares Requests for Quotes to obtain quotes for services or supplies, screens the bids, and obtains technical and cost or price analyses from requestors, prepares contract award including the negotiation memorandum and the affirmative responsibility determination for the offeror/vendor after verifying the offeror/vendor does not on appear and is not barred from receiving US government contracts.

-- Ensures the proper filing of procurement documents into the Agency Secure Image and Storage Tracking System (ASIST) in accordance with the established filing procurement procedures.

### **3. Procurement & Travel Division Management and Supervision - 15 %**

-- Serves as the Deputy Division Lead and provides leadership by ensuring the efficiency and effectiveness of the division - functions are well coordinated, and that there is adequate technical and administrative oversight and coverage at all times. In this capacity, the Assistant:

-- Supervises the EXO Administrative Clerk/Chauffeur who is responsible for performing a variety of travel and chauffeur functions in the day-to-day activities/performance of roles and responsibilities including defining and ensuring the adherence to schedules and deadlines.

-- Trains, coaches, and mentors to enhance the EXO Administrative Clerk/Chauffeur's knowledge and skills in Travel policy/guidelines, the preparation of TAs in E2, and other related assignments.

-- Reviews work and provides feedback when setting work objectives, defines the annual workplan, the learning and development goals (Individual Development Plans). Conducts regular check-ins and monitors performance for continuous improvement. Provides feedback on performance and supports the EXO Administrative Clerk/Chauffeur to achieve the set performance goals. Evaluates performance at the mid-cycle and annually.

-- Supervises the C&R Management Clerk in the absence of the Division Lead.

### **3) Supervision Received.**

The EXO Administrative Management Assistant (Travel & Procurement) receives direct supervision from the Procurement Agent. There is frequent interaction and work guidance from the Deputy EXO and the Supervisory EXO as well. The EXO Administrative Assistant (Travel & Procurement) has greater independence in completing all the assigned duties and only refers unusual cases to the supervisor, Deputy Executive Officer and Supervisory Executive Officer for review and consultation.

### **4) Supervision Exercised.**

Responsible for full supervision, training, delegating duties, career development, and evaluating performance of the EXO Administrative Assistant/Chauffeur (FSN-7).

**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 7 to 10 – III. EVALUATION AND SELECTION FACTORS and IV. SUBMITTING AN OFFER sections), **the offer package must be completed and signed (hand or electronic signature) 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:**

Minimum two years of College or University studies in management, procurement, business administration, public administration, social sciences, transportation planning & Logistics, or related administrative field required.

**Prior Work Experience:**

Minimum of three (3) years of professional experience in an office administrative field is required. Two years or more in travel management for a USG or international organization is essential.

**Language Proficiency:**

Level IV (fluent) English is required, speaking, reading, and writing.

**Job Knowledge:**

-- General knowledge of regulations dealing with travel systems, general travel regulations, travel agencies, ticketing, and airline fare bases.

-- Good knowledge of administrative practices and business processes in the public sector with the ability to develop an excellent understanding of USG travel and procurement policies, standardized regulations, procedures related to correspondence formatting and management, mail and file handling and management.

**Skills and Abilities:**

-- Excellent customer service skills, professional attitude, patience, tact and diplomacy in handling requests and inquiries from customers.

-- Excellent attention to detail. Sound judgment, originating creative solutions within a regulatory framework for addressing concerns and handling requests.

-- Working independently with little oversight.

-- Ability to work in a multicultural context, ability effectively explain procedures and requirements tactfully.

-- Advanced liaison skills to be able to deal tactfully and effectively with USG personnel, and visitors. Excellent computer skills - familiarity with windows, Microsoft Word processing, PowerPoint, Google site, including the capability to create and manage dynamic spreadsheets to analyze and present data and prepare estimated budgets and other required reports for decision making.

-- Ability to present information and originate written correspondence such as travel remarks, procurement awards, performance evaluations, etc.

-- Teamwork skill with ability to interact professionally with sometimes aggressive individuals.

-- Ability to maintain strict confidentiality, meet conduct/ethics standards in accordance with USG procurement procedures.

### 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(c). 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>.

**The technical evaluation committee may conduct reference checks, including references from individuals who have not been specifically identified by the offeror, and may do so before or after a candidate is interviewed.**

**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 9 to 10, IV SUBMITTING AN OFFER section), **the offer package must be complete, and signed (hand or electronic signature) 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 (QRFs) that must be addressed as required in the supplemental document – Item IV – Submitting an Offer 1 (iv).**

Offerors **must**, therefore, **address each of the four Quality Ranking Factors (QRFs) 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 (QRFs) that must be addressed as required in the supplemental document – Item IV – Submitting an Offer 1 (iv) are:**

**1. Skills and Abilities (35 points):**

- Excellent customer service skills, professional attitude, patience, tact and diplomacy in handling requests and inquiries from customers.
- Excellent attention to detail. Sound judgment, originating creative solutions within a regulatory framework for addressing concerns and handling requests.
- Working independently with little oversight.

-- Ability to work in a multicultural context, ability effectively explain procedures and requirements tactfully.

-- Advanced liaison skills to be able to deal tactfully and effectively with USG personnel, and visitors. Excellent computer skills - familiarity with windows, Microsoft Word processing, PowerPoint, Google site, including the capability to create and manage dynamic spreadsheets to analyze and present data and prepare estimated budgets and other required reports for decision making.

-- Ability to present information and originate written correspondence such as travel remarks, procurement awards, performance evaluations, etc.

-- Teamwork skill with ability to interact professionally with sometimes aggressive individuals.

-- Ability to maintain strict confidentiality, meet conduct/ethics standards in accordance with USG procurement procedures.

## **2. Job Knowledge (35 points):**

-- General knowledge of regulations dealing with travel systems, general travel regulations, travel agencies, ticketing, and airline fare bases.

-- Good knowledge of administrative practices and business processes in the public sector with the ability to develop an excellent understanding of USG travel and procurement policies, standardized regulations, procedures related to correspondence formatting and management, mail and file handling and management.

## **3. Prior Work Experience (30 points):**

Minimum of three (3) years of professional experience in an office administrative field is required. Two years or more in travel management for a USG or international organization is essential.

## **4. Education and Professional Qualifications (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.

### **Pass/Fail**

Minimum two years of College or University studies in management, procurement, business administration, public administration, social sciences, transportation planning & Logistics, or related administrative field required.

Evaluation Factors have been assigned the following points:

Skills and Abilities—**35 points**

Job Knowledge – **35 points**

Prior Work Experience – **30 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. SUBMITTING 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 complete DS-174 Employment Application for Locally Employed Staff or Family Member (<https://eforms.state.gov/Forms/ds174.pdf>; [click at this link for latest version]. Offerors are required to complete sections 1 through 6 (use **additional pages**, if needed).

(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 Adobe Acrobat (.pdf). No other file types will be accepted. All documents should be scanned into one (1) document (**ONE (1) ATTACHMENT**) which should not exceed 10MB.**

Documents should be arranged and scanned in this order:

- (1) DS-174
- (2) Cover Letter
- (3) Complete Curriculum vitae/resume
- (4) Supplemental documents
- (5) Academic Transcripts

(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 in Section I at [kampalausaidjobs@usaid.gov](mailto:kampalausaidjobs@usaid.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.**

For this position, the subject line of the email **MUST** read:

SOL NUMBER TITLE OF POSITION, LAST, FIRST CANDIDATE NAME

Ex: 72061723R10023, Administrative Management Assistant (Travel & Procurement), Smith, Jose

4. **Ensuring Adequate COVID-19 Safety Protocols for Federal Contractors.** The Offeror will be required to show proof that the Offeror is fully vaccinated against COVID-19 on or before the first date of onboarding, or submit an approved reasonable accommodation to the CO. If the contractor does not meet this requirement the contract may be terminated.\*

## **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](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>. Pricing by line item is to be determined upon contract award as described below:

**LINE ITEMS**

ITEM NO (A)	SUPPLIES/SERVICES (DESCRIPTION) (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	<b>Compensation, Fringe Benefits and Other Direct Costs (ODCs)</b> - Award Type: Cost - Product Service Code: R497 - Accounting Info: <b>BBFY Fund: OE/2023</b> <b>APPRO: 72231000</b> 617-MO-2023-FSN-SALARIES-OE	1	LOT	UGX TBD	UGX TBD at Award after negotiations with Contractor

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

AAPD/CIB No.	Title/Issued Date	Subject Category
<a href="#"><u>AAPD 21-04 Revision 3 (PDF 382K)</u></a>	EXECUTIVE ORDER 14042 ON ENSURING ADEQUATE COVID-19 SAFETY PROTOCOLS FOR FEDERAL AWARDS (FAR Deviation No. M-OAA-DEV-FAR-22-01c) – <i>December 14, 2012</i> <a href="#"><u>AAPD No. 21-04, ATTACHMENT 4 - Letter for contracts with performance requiring physical access to USAID domestic facilities.</u></a> [165K PDF] <a href="#"><u>AAPD No. 21-04, ATTACHMENT 5 - Letter to Individuals with Personal Services Contracts</u></a> [166K PDF] <a href="#"><u>AAPD 21-04 ATTACHMENT 6: Overview of Applicability of FAR 52.223-99</u></a> [200K PDF]	Acquisition Management, PSCs
<a href="#"><u>AAPD 21-01 (PDF 221K)</u></a>	Applicability of FAR 4.21 to USAID personal services contracts with individuals under the AIDAR Appendices D and J – <i>March 26, 2021</i>	Acquisition Management

**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>.

**5. PSC Ombudsman.** The PSC Ombudsman serves as a resource for any Personal Services Contractor who has entered into a contract with the United States Agency for International Development and is available to provide clarity on their specific contract with the agency. Please visit our page for additional information: <https://www.usaid.gov/work-usaid/personal-service-contracts-ombudsman>.

The PSC Ombudsman may be contacted via: [PSCOmbudsman@usaid.gov](mailto:PSCOmbudsman@usaid.gov).

**6. FAR Provisions Incorporated by Reference**

52.204-27	PROHIBITION ON A BYTEDANCE COVERED APPLICATION	JUN, 2023
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[END SOLICITATION]