



United States Department of State

U.S. Embassy, Bridgetown

October 7, 2016

The U.S. Embassy, INL Section, Bridgetown, Barbados is inviting quotes for **Digital Forensic Training and Certification** per the below minimum specifications.

The United States Government reserves the right to cancel this solicitation in part or in full, as necessary. The Request for Quote does not commit the United States Government to make any award. The government is planning on awarding a Purchase Order.

All quotes and questions shall be sent by email to: albalakr2@state.gov

Deadline for quotations is: **October 28, 2016**. No offer will be accepted after this date.

Scope of Work for Digital Forensic Training and Certification:

- To provide training and certification in Digital Forensics within a training certified lab with up to date/current Digital certifications.
- Solicitors must submit photos, dimensions of the overall Training Room and number of functioning computer work stations one week prior to submission of the bid.
- Solicitors must provide the distance between lodging area including contact information for the lodging establishment.

TIER 2 Certification for 16 People on:

Digital Forensics

Digital Forensics

- Digital Forensics and File Systems
- EnCE (Encase)
- ACE(FTK)
- CHFI

Mobile Forensics

- Mobile Technologies
- Oxygen

- IEF
- XRY

Social Networking Investigations

- X1Discovery
- Facebook Forensics
- Twitter Forensics
- YouTube Forensics

Vendor is required to be registered with the System for Award Management (SAM) and have a DUNS number and a CAGE code.

You need a Data Universal Numbering System (DUNS) number to register your entity in SAM. DUNS numbers are unique for each physical location you want to register.

- Go to <http://fedgov.dnb.com/webform>

NATO Commercial and Government Entity (NCAGE) Code

- Go to <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>

Then register with SAM

- Go to www.sam.gov
- You will receive an email from D&B with your DUNS number, you can use this number to register in SAM

A few tips in SAM

- On the business information page, you will create a Marketing Partner Identification Number (MPIN). Write your MPIN down. It is used as a password in other government systems.
- If you do not pay U.S. taxes, do not enter a TIN or select a TIN type. Leave those fields blank.
- Only use the NCAGE code you go for your DUNS number. Remember, the name and address information must match on the DUNS and NCAGE records.
- Make sure to select "Foreign Owned and Located" on the General Information page.
- As a foreign entity, you do not need to provide EFT banking information on the Financial Information page. The remittance name and address are the only mandatory information for you on this page.
- In the "Point of Contact" section, list the names of people in your organization who know about this registration in SAM and why you want to do business with the U.S. Federal government. These are called "Points of Contact" or POCs.