



*Embassy of the United States of America*

*GSO/Procurement Office*

Antiguo Cuscatlán, April 10, 2015.

To: Prospective Quoters

Subject: Request for Quotation No. S- ES60015Q0033

The Embassy of the United States of America has a requirement for a contractor to present a quotation to provide **REID Technique Trainings for the Policia Nacional Civil (El Salvador)**, as per described in Attachment A.

The Request for Quotations (RFQ) consists of the following sections:

1. Standard Form SF-18
2. Attachment A - Specifications
3. Late quotation rules and evaluation method

The Embassy plans to award a Purchase Order. You are encouraged to make your quotation competitive. You are also cautioned against any collusion with other potential offerors with regard to price quotations to be submitted. The RFQ does not commit the American Embassy to make any award. The Embassy may cancel this RFQ or any part of it.

Please read the RFQ carefully and if you are interested, submit your quotation. Return the completed SF-18 to [RengifoJM@state.gov](mailto:RengifoJM@state.gov), by Thursday April 23, 2015.

No oral quotations will be accepted.

Sincerely,

A handwritten signature in black ink, appearing to be "JB" or similar initials.

Scott Bowers  
Contracting Officer

Enclosure:

As Stated

**Solicitation Number S-ES60015Q0033**

The American Embassy in San Salvador invites you to submit a quotation to provide **REID Technique Trainings for the Policia Nacional Civil (El Salvador)**, as per described in Attachment A.

Submit your proposal via e-mail to Janina de Rengifo, [RengifoJM@state.gov](mailto:RengifoJM@state.gov) on or before 16:00 on Thursday April 23, 2015. No proposal will be accepted after this time.

In order for a proposal to be considered, you must complete and submit the attached SF-18.

Please address any questions to:

Janina M de Rengifo

Email: [RengifoJM@state.gov](mailto:RengifoJM@state.gov)

<b>REQUEST FOR QUOTATIONS</b> <i>(THIS IS NOT AN ORDER)</i>		THIS RFQ <input type="checkbox"/> IS <input checked="" type="checkbox"/> IS NOT A SMALL BUSINESS- SMALL PURCHASE SET-ASIDE (52.219-4)		PAGE 1	OF 1	PAGES 10
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1. REQUEST NO. <b>S- ES60015Q0033</b>	2. DATE ISSUED <b>04/10/2015</b>	3. REQUISITION/PURCHASE REQUEST NO.	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
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5A. ISSUED BY <b>General Services Office, American Embassy San Salvador</b>	6. DELIVER BY (Date)
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5B. FOR INFORMATION CALL: (Name and telephone no.) (No collect calls)		7. DELIVERY
NAME <b>Janina M. de Rengifo</b>	TELEPHONE NUMBER	<input checked="" type="checkbox"/> FOB DESTINATION    OTHER (See Schedule)
	AREA CODE    NUMBER <b>2501-2462</b>	

8. TO:	9. DESTINATION
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a. NAME	b. COMPANY	a. NAME OF CONSIGNE <b>American Embassy San Salvador</b>
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c. STREET ADDRESS	b. STREET ADDRESS <b>Final Blvd. Santa Elena, Antiguo Cuscatlan</b>
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d. CITY	e. STATE	f. ZIP CODE	c. CITY <b>La Libertad</b>
			d. STATE    e. ZIP CODE

10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5A ON OR BEFORE CLOSE OF BUSINESS (Date) <b>Thursday, April 23, 2015</b>	<b>IMPORTANT:</b> This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5A. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.
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11. SCHEDULE (Include applicable Federal, State and local taxes)
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QTY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
1	REID Technique Trainings for the Policia Nacional Civil (El Salvador)  <b>AS PER ATTACHMENT A</b>	1	SVC		

12 DISCOUNT FOR PROMPT PAYMENT	a. 10 CALENDAR DAYS %	b. 20 CALENDAR DAYS %	c. 30 CALENDAR DAYS %	d. CALENDAR DAYS	
				NUMBER	%

NOTE: Additional provisions and representations  are  are not attached.

13 NAME AND ADDRESS OF QUOTER			14 SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15 DATE OF QUOTATION
a. NAME OF QUOTER			16. SIGNER		
b. STREET ADDRESS					
c. COUNTY			a. NAME (Type or print)		b. TELEPHONE
d. CITY	e. STATE	f. ZIP CODE	c. TITLE (Type or print)		AREA CODE
					NUMBER

**STATEMENT OF WORK**

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**REID Technique Trainings for the Policia Nacional Civil (El Salvador)**

**1.0. General**

This statement of work is for three (3) iterations of a four (4) day intensive training course on ***the Reid Technique of Investigative Interviewing and Advances Interrogation Techniques***. Each iteration shall provide training to twenty-five (25) Government of El Salvador (GOES) law enforcement officials from the Policia Nacional Civil (PNC). The trainings will take place mainly in San Salvador, but may include different provincias and locations throughout El Salvador, over the next year. The period is from 6/1/2015 to 5/31/2016

**2.0. Program Background:**

The GOES participants to be trained belong to different law enforcement investigations units and require subject matter expertise in the areas of interview and interrogation, source debriefing, human intelligence, development of priority intelligence requirements (PIRs), collection methods, reporting and dissemination. These skills are crucial elements for officials to effectively carry out their day to day duties. This program will professionalize and enhance the practice of criminal intelligence within the GOES law enforcement community and demonstrate the benefits derived from the intelligence in order to promote and facilitate inter-agency cooperation and information sharing. The ultimate goal is to provide the GOES participants with the necessary skill sets to better develop and conduct criminal investigations.

**3.0 Instructor Requirements/Evaluation factors:**

- 3.1. Contractor shall provide in advance copies of all applicable certifications for each instructor to the Contract Officer Representative (COR).
- 3.2. Instructors shall be certified to teach Reid Interview Techniques
- 3.3. Instructors shall be trained as Reid technicians
- 3.4. Contractor must provide Spanish speaking instructor/s. It is imperative that each instructor is able to speak, read and write in the Spanish language (minimum LA 4/4/4) as no translation support will be provided.

**4.0 Training Requirements:**

- 4.1. All training, including presentations, slides, manuals, handouts, and other material shall be presented in Spanish. Oral/audio presentations may be done through the use of interpreters and equipment provided by the Contractor.
- 4.2. All training materials/Manuals/Handouts/Activities shall be provided to the INL Program Coordinator two weeks prior to course commencement.

## 5.0 Deliverables

5.1 The Contractor shall provide, as a deliverable, three (3) iterations of a four (4) day intensive training course on the Reid Technique of Investigative Interviewing and Advances Interrogation Techniques.

Each course shall include thirty-two (32) hours of training for twenty-five (25) GOES participants. The training shall include a 3-day interview and interrogation program as well as a 1-day advanced workshop program.

The 3-day program shall consist of the following general topics:

1. Interview and Interrogation Preparation
2. Distinction between an Interview and Interrogation
3. Proper Room Environment
4. Factors Affecting the Subject's Behavior

More specifically, the 3-day program shall explore more deeply the following:

- Behavior Symptom Analysis;
  1. Evaluating Attitudes
  2. Evaluating Nonverbal Behavior
  3. Evaluating Verbal Behavior
  4. Evaluating Paralinguistic Behavior
- Behavior Analysis Interview;
  1. The Benefits of conducting the interview prior to any interrogation
  2. Analyzing Factual Information Prior to the Interview
  3. Reid Behavior Provoking Questions
  4. The Baiting Technique
  5. Asking Investigative Questions
  6. Asking Hypothetical Questions
- The Interrogation;
  1. Preparation prior to the interrogation
  2. Assessing the Suspect's Fears prior to the interrogation

In addition to the above topics, the **Reid Nine Steps of Interrogation** (below) shall be incorporated in the training.

### **Step 1: The Positive Confrontation**

- Benefit of the Transition Statement

### **Step 2: Theme Development**

- First Person Themes
- Third Person Themes and Personal Stories
- Identifying the suspect's Needs for committing the crime

### **Step 3: Handling Denials**

- Addressing Suspect Challenges
- Addressing the Suspects Request to see evidence
- Introducing Evidence
- Tactics to gain trust
- Tactics to change the suspect's perception

### **Step 4: Overcoming Objections**

- Handling Logical Challenges

### **Step 5: Procurement and Retention of the Suspect's Attention**

- Use of Role Reversal
- Challenging the Suspect's Values and Traits
- Addressing the Suspect's Fear of Consequences
- Addressing the Futility of continued denials

### **Step 6: Handling Suspect's Passive Mood**

- Having the suspect verbalize agreement

### **Step 7: Presenting the Alternative Question**

- Understanding the Alternative
- Using Positive and Negative Supporting Statements

### **Step 8: Having the Suspect Orally Relate the Details of the Crime**

- Committing the Suspect to the crime
- Guard Against False Confessions

### **Step 9: Elements of Oral and Written Statements**

The 1-day advanced workshop shall provide an opportunity to the participants to practice and the skills learned during the previous 3-day program.

5.2. The training shall be provided Monday through Thursday, with eight (8) hours of instruction per day, not including a one (1) hour lunch break and three (3) 10 minute breaks throughout the day.

5.3. The Contractor shall provide one copy of "*Anatomy of Interrogation Themes*", in Spanish, for each participant.

5.4. End of Course Report: The Contractor shall provide, as a deliverable, at the completion of training and prior to the departure of the training team, an out brief of not more than 2 hours with INL personnel and the instructors to evaluate the delivered training. Out briefs shall include 1) Number of students trained; 2) Pre and Post Participant Evaluations 3) Participants' subjective view of the utility of training

(i.e. what percentage of training will be used in the execution of their daily duties); and 4) Copies of exercises used for training.

5.5. The Contractor shall develop course critiques in Spanish and distribute them to the participants for completion at the end of the training.

## **6.0 Travel Orders & Flight Reservations:**

6.1 Contractor is responsible for all travel arrangements of Instructors.

6.2. All travel expenses must be quoted based on the DS Per Diem rates. Contractor shall quote a fixed fee for travel expenses in Mexico.

6.3. US Embassy San Salvador-INL will provide conference space, projector, and screen for classroom activities. Exact training facilities locations will be confirmed one month prior to each course.

6.4. Training locations and dates are subject to change. Rescheduling will be requested as soon as possible and with no less than one week notice.

## **7.0 Courses Schedule:**

7.1. All course dates and locations will be provided at a later date, but at least four weeks prior to any given training.

## **8.0 Work Site:**

8.1. INL will provide the training facilities; any special accommodations required shall be presented at the moment of issuing the quote.

8.2 Contractor will provide all training equipment needed, including computers, audio visual equipment, documents, and books.

## **9.0 Invoicing**

9.1 Each time a course is provided vendor will issue an invoice.

9.2 Partial invoicing will be requested.

## **10.0 Other**

10.1 Cancellation or rescheduling of any course shall be presented at the moment of issuing the preferred quote. Otherwise INL will require a 4 week notice prior to the established dates.

10.2 Contractor shall quote a fixed price for the three (3) iterations of a four (4) day intensive training course on the *Reid Technique of Investigative Interviewing and Advanced Interrogation Techniques* for twenty-five (25) participants.

### **Evaluation Criteria:**

The proposals will be evaluated for their quality and evidence of the extent to which the contractor's solution will achieve the Department's objectives. The evaluation will include an assessment of the contractor's understanding of the work, including creativity and thoroughness shown in understanding the objectives of the SOW and its specific tasks. Particular attention will be given to the qualifications and experience of the instructors.

The following evaluation factors apply to this procurement and will be used to evaluate the offer. (Factors are listed in descending order of importance; sub-factors are of equal value.)

- I. Staffing
  1. Staffing Plan
  2. Personnel
- II. Past Performance
- III. Plan of Action and Statement of Understanding
  1. Background and Objectives
  2. Methods and Techniques
  3. Performance and Acceptability
  4. Mitigating Risk
  5. Logistical Considerations

The Government will award a task order to the responsible contractor whose offer conforms to the requirements of the task order request and is evaluated as being the most advantageous to the Government. For this Task Order, technical merit is significantly more important than price. Award will not be automatically determined by numerical calculation or formula relationship between price and technical merit. As technical merit of the contractor's quotes becomes more equal, the price will become the determining factor. The Contracting Officer shall determine what trade-off between technical merit and price promises the greatest value to the Government all factors considered. The Department reserves the right to make award without discussions. However, discussions, if held, will be in the form of written questions, to which the contractors will be required to respond.

## EVALUATION CRITERIA

Award will be made to the lowest priced, acceptable, responsible quoter. The Government reserves the right to reject quotations that are unreasonably low or high in price.

The Government will determine acceptability by assessing the offeror's compliance with the terms of the RFQ. The Government will determine responsibility by analyzing whether the apparent successful quoter complies with the requirements of FAR 9.1, including:

- ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
- satisfactory record of integrity and business ethics;
- necessary organization, experience, and skills or the ability to obtain them;
- necessary equipment and facilities or the ability to obtain them; and
- otherwise qualified and eligible to receive an award under applicable laws

### **FAR 52.252-2 Clauses Incorporated By Reference (FEB 1998)**

#### **CLAUSES FOR PURCHASE ORDERS AND BLANKET PURCHASE AGREEMENTS AWARDED BY OVERSEAS CONTRACTING ACTIVITIES (Current thru FAC 2005-25)**

#### **COMMERCIAL ITEMS**

### **FAR 52.252-2 Clauses Incorporated By Reference (FEB 1998)**

This purchase order or BPA incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address:

<http://www.acqnet.gov/far>

DOSAR clauses may be accessed at: <http://www.statebuy.state.gov/dosar/dosartoc.htm>

### **FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) CLAUSES**

<b>NUMBER</b>	<b>TITLE</b>	<b>DATE</b>
52.204-9	Personal Identity Verification of Contractor Personnel (if contractor requires physical access to a federally-controlled facility or access to a Federal information system)	SEPT 2007
52.212-4	Contract Terms and Conditions – Commercial Items (Alternate I (FEB 2007) of 52.212-4 applies if the order is time-and-materials or labor-hour)	FEB 2007

52.225-19	Contractor Personnel in a Diplomatic or Consular Mission Outside the United States (applies to services at danger pay posts only)	MAR 2008
52.227-19	Commercial Computer Software License (if order is for software)	DEC 2007
52.228-3	Workers' Compensation Insurance (Defense Base Act) (if order is for services and contractor employees are covered by Defense Base Act insurance)	APR 1984
52.228-4	Workers' Compensation and War-Hazard Insurance (if order is for services and contractor employees are <u>not</u> covered by Defense Base Act insurance)	APR 1984

The following clause is provided in full text:

**52.212-5 Contract Terms and Conditions Required to Implement Statutes or Executive Orders - Commercial Items (MAY 2008)**

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- (1) 52.233-3, Protest after Award (AUG 1996) (31 U.S.C. 3553);
- (2) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the contracting officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

*[Contracting Officer check as appropriate]*

	Clause Number and Title
	(1) 52.203-6, Restrictions on Subcontractor Sales to the Government (SEPT 2006), with Alternate I (OCT 1995) (41 U.S.C. 253g and 10 U.S.C. 2402). <i>[Check if order exceeds \$100,000]</i>
	(2) – (16) [Reserved].
x	(17) 52.222-19, Child Labor – Cooperation with Authorities and Remedies (AUG 2007) (E.O. 13126). <i>[Check if order is for supplies and exceeds the micro-purchase threshold]</i>
	(18) 52.222-21, Prohibition of Segregated Facilities (FEB 1999). <i>[Check if the following apply: for supplies, the order exceeds \$10,000 and is awarded to a U.S. firm. For services, the order exceeds \$10,000 and is awarded to a U.S. firm whose employees who will be performing the work were recruited within the U.S.]</i>
	(19) 52.222-26, Equal Opportunity (FEB 2008) (E.O. 11246). <i>[Check if the following apply: for supplies, the order exceeds \$10,000 and is awarded to a U.S. firm. For services, the order exceeds \$10,000 and is awarded to a U.S. firm whose employees who will be performing the work were recruited within the U.S.]</i>

	(20) 52.222-35, Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEPT 2006) (38 U.S.C. 4212). <i>[Check if the following apply: for supplies, the order exceeds \$100,000 and is awarded to a U.S. firm. For services, the order exceeds \$100,000 and is awarded to a U.S. firm whose employees who will be performing the work were recruited within the U.S.]</i>
	(21) 52.222-36, Affirmative Action for Workers with Disabilities (JUN 1998) (29 U.S.C. 793). <i>[Check if the following apply: for supplies, the order exceeds \$10,000 and is awarded to a U.S. firm. For services, the order exceeds \$10,000 and is awarded to a U.S. firm whose employees who will be performing the work were recruited within the U.S.]</i>
	(22) 52.222-37, Employment Reports on Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEPT 2006) (38 U.S.C. 4212). <i>[Check if you have included the clause 52.222-35]</i>
	(23) 52.222-39, Notification of Employee Rights Concerning Payment of Union Dues or Fees (DEC 2004) (E.O. 13201) <i>[Check if the order is for services and the amount exceeds \$100,000]</i>
√	(24)(i) 52.222-50, Combating Trafficking in Persons (AUG 2007) <i>[Check for all orders]</i>
	(24)(i) Alternate I of 52.222-50 <i>[Check if the contracting officer has been notified of specific U.S. directives or notices regarding combating trafficking in persons that apply to contractor employees]</i>
	(25) – (29) [Reserved].
	(30) 52.225-5, Trade Agreements (NOV 2007) (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note). <i>[Check if the order is for supplies or services that involve the acquisition of supplies and the amount exceeds \$194,000]</i>
	(31) 52.225-13, Restrictions on Certain Foreign Purchases (FEB 2006) (E.O.s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury). <i>[Check if the order is for either supplies or services and the amount exceeds the micro-purchase threshold, unless authorized by OFAC]</i>
	(32) – (35) [Reserved].
	(36) 52.232-33, Payment by Electronic Funds Transfer – Central Contractor Registration (OCT 2003) (31 U.S.C. 3332). <i>[Check if payment will be made by EFT and the contractor has registered in the CCR]</i>
	(37) 52.232-34, Payment by Electronic Funds Transfer – Other than Central Contractor Registration (MAY 1999) (31 U.S.C. 3332). <i>[Check if payment will be made by either EFT or other means, e.g., check, and the contractor has not registered in the CCR]</i>
	(38) 52.232-36, Payment by Third Party (MAY 1999) (31 U.S.C. 3332). <i>[Check if payment will be made by a third party, e.g., purchase card]</i>
	(39) 52.239-1, Privacy or Security Safeguards (AUG 1996) (5 U.S.C. 552a). <i>[Check if the order is for information technology which requires security of information technology, and/or is for the design, development, or operation of a system of records using commercial information technology services or support services]</i>
	(40)(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels

	(FEB 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). <i>[Check if the order is for supplies that may involve ocean transportation: at least 50% of the gross tonnage must be transported on privately owned U.S.-flag commercial vessels to the extent that such vessels are available at rates that are fair and reasonable for U.S.-flag commercial vessels]</i>
	(ii) Alternate I (APR 2003) of 52.247-64. <i>[Check if 100% of the supplies will be transported on privately owned U.S.-flag commercial vessels]</i>

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial items, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial Items:

*[Contracting officer check as appropriate.]*

Clause Number and Title	
	(1) – (6) [Reserved].
	(5) 52.237-11, Accepting and Dispensing of \$1 Coin (AUG 2007) (31 U.S.C. 5112(p)(1)). <i>[Check if order is for services that involve business operations conducted in U.S. coin and currency, including vending machines]</i>

(d) *Comptroller General Examination of Record.* The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records -- Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)(1) *[This paragraph applies only if award is made to a U.S. firm, except for item (vii) which applies to all orders.]* Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in paragraphs (i) through (vii) of this paragraph in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause –

(i) 52.219-8, Utilization of Small Business Concerns (MAY 2004) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$550,000 (\$1,000,000 for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(ii) 52.222-26, Equal Opportunity (MAR 2007) (E.O. 11246).

(iii) 52.222-35, Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEPT 2006) (38 U.S.C. 4212).

(iv) 52.222-36, Affirmative Action for Workers with Disabilities (JUN 1998) (29 U.S.C. 793).

(v) 52.222-39, Notification of Employee Rights Concerning Payment of Union Dues or Fees (DEC 2004) (E.O. 13201).

(vi) [Reserved].

(vii) Combating Trafficking in Persons (AUG 2007) (22 U.S.C. 7104(g)). Flow down required in accordance with paragraph (f) of FAR clause 52.222-50.

(viii) – (ix) [Reserved].

(x) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64).

(End of clause)

#### DEPARTMENT OF STATE ACQUISITION REGULATION (48 CFR Chapter 6) CLAUSES

NUMBER	TITLE	DATE
652.225-71	Section 8(a) of the Export Administration Act of 1979, As Amended (if order exceeds \$100,000)	AUG 1999
652.228-71	Workers Compensation Insurance (Defense Base Act) – Services (for services to be performed overseas when the contract includes covered contractor employees as defined in paragraph (a) of the clause) Fill-in for paragraph (c): “(c) The current rate under the Department of State contract is [ <i>contracting officer insert rate</i> ] of compensation for services.”	JUNE 2006
652.229-70	Excise Tax Exemption Statement for Contractors Within the United States (for supplies to be delivered to an overseas post)	JUL 1988
652.229-71	Personal Property Disposition at Posts Abroad	AUG 1999
652.237-72	Observance of Legal Holidays and Administrative Leave (for services where performance will be on-site in a Department of State facility)	APR 2004
652.239-71	Security Requirements for Unclassified Information Technology Resources (for orders that include information technology resources or services in which the contractor will have physical or electronic access to Department information that directly supports the mission of the Department)	SEP 2007
652.242-70	Contracting Officer’s Representative (if a COR will be named for the order) Fill-in for paragraph b: “The COR is _____”	AUG 1999

652.242-71	Notice of Shipments (for overseas shipment of supplies)	JUL 1988
652.242-73	Authorization and Performance	AUG 1999
652.243-70	Notices	AUG 1999

The following clause is provided in full text, and is applicable for orders for services that will require contractor employees to perform on-site at a DOS location and/or that require contractor employees to have access to DOS information systems:

**Department of State Personal Identification Card Issuance Procedures**

(a) The Contractor shall comply with the Department of State (DOS) Personal Identification Card Issuance Procedures for all employees performing under this contract who require frequent and continuing access to DOS facilities, or information systems. The Contractor shall insert this clause in all subcontracts when the subcontractor's employees will require frequent and continuing access to DOS facilities, or information systems.

(b) The DOS Personal Identification Card Issuance Procedures may be accessed at <http://www.state.gov/m/ds/rls/rpt/c21664.htm> .

(End of clause)